

**OUR REF:** MCUI 1204/2015 (769001)

8 March 2016

Brisbane Congregation of Jehovah's Witnesses Inc  
17 Snapper Island Drive  
**WONGA BEACH QLD 4873**

Attention: Mr Kevin Bowditch

Dear Sir

**ACKNOWLEDGEMENT NOTICE AND INFORMATION REQUEST  
FOR MATERIAL CHANGE OF USE  
EXTENSION TO PLACE OF ASSEMBLY  
80-82 ALCHERA DRIVE, MOSSMAN**

Receipt of the above application for an extension to a Place of Assembly is acknowledged.

Please find attached an Acknowledgement Notice prepared in accordance with sections 267 and 268 of the *Sustainable Planning Act 2009*. The Acknowledgement Notice contains information relevant to the processing and assessment of the application.

It is indicated on the Acknowledgement Notice that the application requires referral to a referral agency. Accordingly you are required to forward a copy of the application and the attached Acknowledgement Notice to the State Assessment and Referral Agency within 20 business days (section 272). You must then advise Council in writing of the date that the application was referred to each agency (section 275).

Public notification of the application may not commence until the end of the Information and Referral Stage, as the State Assessment and Referral Agency may wish to make an information request. Should you be required to provide further information by the State Assessment and Referral Agency then a copy of any response to such request must also be lodged with Council as the Assessment Manager (section 278(2)). Council requires that you provide two (2) copies of the response to all such information requests.

After a preliminary examination of the above application, the following information is required in order to complete an assessment of the proposal (section 276):

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1. The proposed design nominates a new vehicle crossing to the one that currently exists and the removal of a large Melealuca tree that is currently in the road reserve. This tree makes a significant contribution to the streetscape. Please advise on the ability to realign the driveway to enable the tree to remain.

If required, Council is willing to convene a meeting to discuss the above information request.

In accordance with section 279 of the *Sustainable Planning Act 2009*, the application will lapse if no response to this information request is received within six (6) months (three (3) months for enforcement notices).

Please note that the information response to Council should include two (2) complete copies of the response and if plans form part of the response then two (2) sets of such plans at scale should also be provided.

Should you require any further information or assistance, please contact Daniel Lamond of Development and Environment on telephone number 07 4099 9456.

Yours faithfully

Paul Hoyer  
General Manager Operations

Att

**OUR REF:** MCUI 1204/2015 (763211)

8 March 2016

**ACKNOWLEDGEMENT NOTICE PURSUANT TO S 267 & S 268  
SUSTAINABLE PLANNING ACT 2009 FOR DEVELOPMENT APPLICATION  
80-82 ALCHERA DRIVE, MOSSMAN**

**PROPOSAL:** Extension to Place Of Assembly

**APPLICANT:** Brisbane Congregation of Jehovah's  
Witnesses Inc  
17 Snapper Island Drive  
WONGA BEACH QLD 4873

**LOCATION OF SITE:** 80-82 Alchera Drive, Mossman

**REAL PROPERTY DESCRIPTION:** Lot 20 on RP745420

**TYPE OF DEVELOPMENT:**

The application seeks development approval for

	<b>Sustainable Planning Regulation 2009, schedule 3 reference</b>	<b>Development Permit</b>	<b>Preliminary Approval</b>
Development of a material change of use made assessable under the planning scheme.		<input checked="" type="checkbox"/>	<input type="checkbox"/>

**REFERRAL AGENCIES**

Based on the information provided in the application, referral is required to the State Assessment and Referral Agency (SARA), administered by the Department of Infrastructure, Local Government and Planning (DILGP).

DILGP prefers that referrals are made online at [www.dilgp.qld.gov.au/MyDAS](http://www.dilgp.qld.gov.au/MyDAS).

Alternatively, referrals can be posted or emailed as follows:

State Assessment and Referral Agency  
Department of Infrastructure, Local Government and Planning  
Far North Queensland Regional Office  
Postal: PO Box 2358, CAIRNS QLD 4870  
Email: [CairnsSARA@dilgp.qld.gov.au](mailto:CairnsSARA@dilgp.qld.gov.au)

The triggers for the referral are listed in the following table:

For an application involving	Trigger (Schedule 7 Sustainable Planning Regulation 2009)	Name of technical agency	Advice or concurrence agency
State-controlled road	Table 3, Item 1A	Department of Main Roads, Road Safety & Ports	Concurrence

This list is provided for your information only. It is the applicant's responsibility to identify any referral agencies for the application and give each referral agency a copy of:

- the application (including the application forms and supporting material)
- this acknowledgement notice, and
- any required application fee.

The above material must be given to all referral agencies within:

- 20 business days after the applicant receives this acknowledgement notice, or
- the further period agreed between the assessment manager and the applicant.

If you do not give the material mentioned above to all referral agencies within these timeframes, the application will lapse (see section 273 of the *Sustainable Planning Act 2009*).

**CODE ASSESSMENT REQUIRED:**

No.

**IMPACT ASSESSMENT REQUIRED:**

Yes.

The requirements for public notification are set out in the *Sustainable Planning Act 2009*, chapter 6, part 4. You should have regard to the legislation when carrying out the public notification. In summary, you are required to:

- publish a notice at least once in a newspaper circulating generally in the locality of the land;
- place a notice on the land in the way prescribed under the *Sustainable Planning Regulation 2009*, and
- give a notice to the owners of all land adjoining the land.

All of the above notices must be in the approved form available on the Department of Infrastructure, Local Government and Planning's website at [www.dilgp.qld.gov.au](http://www.dilgp.qld.gov.au).

The notification period for the application must be at least:

- **15 business days** (not including any business days between and including 20 December in a particular year and 5 January in the following year).

The notice placed on the land must remain on the land for all of the notification period.

**ASSESSMENT MANAGER INTENDS  
TO MAKE AN INFORMATION  
REQUEST:**

Yes.  
Refer to cover letter.