

24 September 2025

**Enquiries:** Georgia Graham  
**Our Ref:** MCUI 2025\_5830/1 (Doc ID 1321653)  
**Your Ref:**

Administration Office  
64 - 66 Front St Mossman  
P 07 4099 9444  
F 07 4098 2902

Liam Almeida Matos Craig as Tte for the Craig Family Trust  
C-/ Aspire Town Planning  
PO Box 1040  
MOSSMAN QLD 4873  
**Email:** admin@aspireqld.com or

Dear Sir/Madam

### CONFIRMATION NOTICE

Council refers to the development application lodged with the Douglas Shire Council. This notice confirms that the following development application was properly made on 15 September 2025 pursuant to section 54 of the *Planning Act 2016*.

#### Applicant Details

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**Name:** Liam Almeida Matos Craig as Tte for the Craig Family Trust  
**Postal Address:** C-/ Aspire Town Planning & Project Services  
PO Box 1040  
MOSSMAN QLD 4873  
**Email:** admin@aspireqld.com

#### Property Details

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**Street Address:** 3 Seabrook Avenue PORT DOUGLAS  
**Real Property Description:** Lot 107 on RP 729080  
**Local Government Area:** Douglas Shire Council

#### Application Details

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**Application Number:** MCUI 2025\_5830/1  
**Approval Sought:** Development Permit  
**Nature of Development Proposed:** Material Change of Use (Impact)  
**Description of the Development Proposed:** Material Change of Use-Impact (Short-Term Accommodation)

## Public Notification Details

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Part 4 of the Development Assessment Rules is applicable to this development application. Public notification is to be carried out for this development application in accordance with the requirements set out in Part 4 of the Development Assessment Rules. The public notification period for this development application must be a period of at least 15 business days, in accordance with section 53(4)(b) of the *Planning Act 2016*.

(Note: A business day does not include a day between 26 December of a year and 1 January of the next year).

## Referral Details

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Part 2 of the Development Assessment Rules is applicable to the development application.

The development application must be referred to all relevant referral agency(s) within 10 business days starting the day after receiving this notice, or a further period agreed with the Assessment Manager; otherwise the application will lapse under section 31 of the Development Assessment Rules.

The development application must be referred to the following referral agency/s:

Referral Agency and Contact Details	Referral Trigger
Department of Infrastructure Local Government and Planning State Assessment and Referral Agency (SARA) E: <a href="mailto:CairnsSARA@dilgp.qld.gov.au">CairnsSARA@dilgp.qld.gov.au</a> P: PO Box 2358 Cairns Qld 4870	Site located within 25 meters of a State Controlled Road.

## Information request

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The Douglas Shire Council may make an information request. Under section 12.2 of the Development Assessment Rules, an information request must be issued within 10 business days starting the day after receiving this notice, or a further period agreed with the Assessment Manager.

## Other Details

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Please quote Council's application number: MCUI 2025\_5830/1 in all subsequent correspondence relating to this development application.

Should you require any clarification regarding this, please contact Georgia Graham on telephone 07 4099 9444.

Yours faithfully



**Leonard Vogel**  
**Manager Environment & Planning**

cc – Assessment Manager