

15 March 2023

Enquiries: Daniel Lamond
Our Ref: MCUC 2023_5303/1(1145976)
Your Ref:

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

K M Demenna
460 Glen Burnie Road
EDEN PARK VIC 3757

Email: krystal@demennacranes.com.au

Dear Sir/Madam

ACTION NOTICE
(in accordance with Section 3.1 of the Development Assessment Rules)

Reference is made to the development application lodged with Council on 8 March 2023.

The application is not a properly made application in accordance with Section 51(5) of the *Planning Act 2016*.

Applicant Details

Name: K M Demenna
Postal Address: 460 Glen Burnie Road
EDEN PARK VIC 3757
Email: krystal@demennacranes.com.au

Property Details

Street Address: 65 Endeavour Street PORT DOUGLAS
Real Property Description: LOT: 150 RP: 747297
Local Government Area: Douglas Shire Council

Application Details

Application Number: MCUC 2023_5303/1
Nature of Development Proposed: MCU - Material Change of Use
Description of the Development Proposed: Material Change of Use (Home based business)

Reasons why the application is not properly made

The following is a statement of reasons why the application is not a properly made application:

- The applicable fee for administering the application has not been provided.
- There is no clear statement that covers the consent of the landowner attached to the application.

Actions to be undertaken

The following actions must be undertaken in order to make the application a properly made application:

- The required fee is to be paid; and
- Written consent of all owners of the premises is required.

Due Date

Please note that in accordance with section 3.7 of the *Development Assessment Rules*, the application will be taken to have been not made if the above actions are not complied within 20 business days of this action notice unless otherwise agreed.

If the requirements within this notice are not undertaken within this period, Council will return the application and refund any paid application fee as soon as practicable.

The assessment period for the application will not commence until the application is taken to be properly made.

Other

Please quote Council's application number: MCUC 2023_5303/1 in all subsequent correspondence relating to this development application.

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

Yours faithfully



For
Paul Hoyer
Manager Environment & Planning