

### 1. Applicant Details

Applicant			
Postal address			Postcode
Phone	Email		

### 2. Property Details

Address			Postcode
Lot	Plan No.	Property No.	Zone:

### 3. Assessment Manager Details (for the building application)

Have this application been lodged with a private building certifier already?

<input type="checkbox"/> <b>Yes</b> (Note: a copy of the building application and confirmation notice must be provided)	<input type="checkbox"/> <b>No</b> (Note: your proposal will be considered as a request for an early referral agency response)
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#### If YES, the following details MUST be provided

Building certifier:

Building development application number:

If a private certifier has been engaged, the following documents MUST be submitted for the application to be considered properly referred (Planning Act 2016 s55-56) (please insert a ✓ to confirm they are supplied)

<input type="checkbox"/>	Private certifier's confirmation notice is attached
<input type="checkbox"/>	A copy of the DA form 2 – building works details and referral checklist for the building application is attached
<input type="checkbox"/>	Relevant plans and all other supporting documentation for the building application is attached

### 4. Existing Approvals

Do any existing approvals and/or Plans of Development apply to the site?<sup>1</sup> (please tick ✓)      No      Yes

If yes, application number:

**\*NOTE:** The referral provisions of Schedule 6, Part 2, Item 2 cannot be used to resolve inconsistencies between a building application and a higher order approval, including Plans of Development (for example, differences in building setbacks, site coverage). If the proposed detached house does not comply with a higher order approval and/or Plan of Development, then Council may direct refusal of the application unless:

(i) the plans for the detached house are amended to comply with the higher order approval and/or Plan of Development; or

(ii) Council approves a change to the higher order approval and/or Plan of Development that reflects the proposed detached house.

### 5. Description of Proposal


**Privacy**

Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with council's privacy policy.

### 6. Reason for Referral (please ✓)

The development triggers referral to Local Government under Schedule 9, Part 3, Table 8 of the *Planning Regulation 2017* (ie the development would have required a development permit for a Material Change of Use if Schedule 6, Part 2, of the *Planning Regulation 2017* did not apply for the use).

**OR**

The development triggers referral to Local Government under Schedule 9, Part 3, Table 1 (amenity and aesthetic impacts) and/or Table 3 (design and siting) of the *Planning Regulation 2017*.

### 7. Areas of Non-Compliance

Acceptable Outcome & Relevant Code	Extent of non-compliance

Use separate sheet if more space is required.

### 8. Supporting Information (mandatory)

Reasons for and justification of this request (i.e. why the proposal cannot comply with the Acceptable Outcomes and how the proposal complies with the Performance Outcomes of the Low Density Housing Code and the relevant Zone Code)

AO/PO	Assessment

Use separate sheet if more space is required.

### 9. Supporting Documentation (please ✓)

To be considered a “properly referred application” under the Development Assessment Rules, this form MUST be accompanied by:

- A full copy of the development application for the building work (DA Form 2, referral checklist, and plans).
- A copy of the Confirmation Notice given by a private certifier engaged for the proposed building work.

For all requests for referral agency assessment, including a request for an early referral agency response, this form must be completed in full and accompanied by the following:

- The prescribed fee in accordance with Council’s schedule of fees and charges.
- A full suite of proposal plans that are dimensioned and/ or drawn to an acceptable scale (normally 1:200), including (but not limited to) a site plan, elevations, floor plans and section plans (showing all property boundaries and height from natural ground level in RL).

### Payment options

In person	9 Pelican Street, Tewantin: 8.30 am to 4.30 pm Monday to Friday (excludes public holidays).		
By mail	Cheque or money order to be made payable to Noosa Council.		
	<input type="checkbox"/> Cheque	<input type="checkbox"/> Money order	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa
	Card number		Expiry date      Amount \$
	Name on card		Signature of cardholder
	Phone	Is a receipt required?	<input type="checkbox"/> Yes <input type="checkbox"/> No

All payments made by credit card will incur a 0.50% surcharge (exempt of GST) to reflect the cost of fees charged for credit card transactions.