

Generally in accordance request

**Planning & Environment
Planning Assessment
City Development**

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Please use **BLOCK LETTERS** and complete all details in full

Privacy statement

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the **Information Privacy Act (Qld) 2009** and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to cityofgoldcoast.com.au/privacy

Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information please opt out using the unsubscribe link in the communication material sent to you.

Contact details

Name			
Postal address			
Primary phone		Alternative phone	
Facsimile		Email	

Property details

Lot number		Registered plan number	
Property address			
Original approval number (MCU/ROL)			
The City's reference file number (PN)			

Notes:

An approved plan could be linked to:

- a special facilities zone under the former Gold Coast or Albert Shire Planning Scheme and is a continuing approval; or
- a special residential zone under the former Gold Coast or Albert Shire Planning Scheme and is a continuing approval; or
- been created through approved combined Material Change in Use and Reconfiguring a Lot application for the purposes of a residential subdivision (previously a Consent or Rezoning)

Mandatory information

(Please ensure you enclose the required attachments and confirm by ticking and completing the relevant box)

Attached detailed summary of proposed changes	<input type="checkbox"/>	Yes
A copy of the relevant approval (including the decision notice, approved drawings including any plan of development <i>(preferably in colour)</i> and any residential design code)	<input type="checkbox"/>	Yes

Fees*

These fees are in accordance with Council's regulatory fees and non-regulatory charges. A copy of these fees and charges can be found on Council's website cityofgoldcoast.com.au

Office use only

Date received		Fee paid	
Received by		Receipt number	
Business partner name		Account number	
Business partner number		System code	<i>(if applicable)</i>

Payment Options			
Business partner account (BP)			
Business partner name		Business partner number	
Cheque or credit card at any of Council's branch offices. For branch office locations and operating hours, please refer to Council's website.			
Please be advised that payment by credit card will incur a surcharge.			
Cheque or money order may be posted to Council's post office box address as above. Please ensure that you provide adequate reference details or attachments to allow the cheque to be appropriately received.			
Declaration			
I declare that:			
<ul style="list-style-type: none"> • The information provided in this form is complete and correct • I have read the privacy notice 			
Signature		Date	