

# Environmental authority / Transitional environmental program

## Amendment application

*Environmental Protection Act 1994*

Council of the City of Gold Coast  
ABN 84 858 548 460  
PO Box 5042 GCMC QLD 9726  
P 1300 GOLDCOAST  
(1300 465 326)  
E [mail@goldcoast.qld.gov.au](mailto:mail@goldcoast.qld.gov.au)  
W [cityofgoldcoast.com.au](http://cityofgoldcoast.com.au)

Applicant details			
Only the approval holder may apply to amend the approval. Provide details below			
Applicant name(s)			
Postal address			
Suburb			
State		Postcode	
Email			
Phone (mobile)		Phone (b/hours)	
Preferred method to receive correspondence	<input type="checkbox"/> Post	<input type="checkbox"/> Email	

Business name details			
Provide details of your business name (trading name).			
Business name			
Postal address			
Suburb			
State		Postcode	
Email			
Phone (mobile)		Phone (b/hours)	

Contact person details			
Provide details if contact person for approval is different from the applicant.			
Contact name			
Postal address			
Suburb			
State		Postcode	
Email			
Phone (mobile)		Phone (b/hours)	
Preferred method to receive correspondence	<input type="checkbox"/> Post	<input type="checkbox"/> Email	

**Administrative amendments**

Provide the approval type and approval reference (approval number), and details of administrative amendments to your approval below. You need only complete those details that require amendment. Administrative amendments may include contact details, business name (trading name), nominating a new contact person or updating vehicle details. Fees do not apply for administrative amendments.

**Approval type to be amended**

- Environmental authority (fixed)
  Environmental authority (temporary)
  Environmental authority (mobile)
  Transitional environmental program

**Approval reference**

**Amend approval holder contact details**  Yes  No

**Details to be amended**

Postal address
  Business phone number
  Mobile phone number
  Email address

**Provide new approval holder contact details**

**Amend business name or business contact details**  Yes  No

**Details to be amended**

Business name
  Business phone number
  Postal address
  Email address
  Mobile phone number

**Provide new business details**

**Amend contact person or contact details**  Yes  No

**Details to be amended**

Amend contact details for contact person
  Change contact person and contact person details
  Add additional contact person and contact person details

**Provide new contact person details**

**Amend vehicle details**  Yes  No

**Details to be amended**

Make or model of vehicle
  Vehicle registration number

**Provide new vehicle details**

<b>Environmental authority amendment details</b>		
Provide details of operational amendments to your environmental authority below. You need only complete those details that require amendment. Operational amendments may include changing the intensity or scale of the business, conditions of approval, structural changes or removing an environmentally relevant activity from your approval.		
<b>Amendments to your approved environmental authority</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Overview of amendment</b>		
<b>Reason for amendment</b>		
<b>Amendment involves changing the intensity or scale of the business</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Detail change to intensity or scale</b>		
<b>Amend an environmental authority condition/s</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Detail condition number/s</b>		
<b>Detail requested change to condition/s</b>		
<b>Are any development permits are in effect or have been applied for to carry out the amendment?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Development application number</b>		
<b>Development application submission date</b>		
<b>Remove an environmentally relevant activity (ERA) from your environmental authority</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>ERA to be removed</b>		
<b>Has this activity commenced?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Is any part of the land is currently or was previously recorded in the environmental management register?**

- Yes
- No

**Has the land been removed from the environmental management register?**

- Yes
- No

**Is the environmental authority is subject to a site management plan or environmental protection order as a statutory requirement under the Environmental Protection Act 1994?**

- Yes
- No

**Statutory requirement**

Site Management Plan

Environmental Protection Order

**Changed emissions or releases**


**Changed management practices**


**Changed waste management measures**


**Transitional environmental program amendment details**

**Amendments to your approved transitional environmental program**

- Yes
- No

**Overview of amendment**


**Reason for amendment**


**Amendment involves changing the period over which the program has been approved to be carried out**

- Yes
- No

**Requested new period**


**Detail any changes in emissions or releases and the impact to the environment**


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### Supporting information

Supporting information may be required to be submitted with this application, as indicated below and throughout this form. Failure to provide the required information may delay the processing of your application. Indicate below the supporting information you have attached to this application

- |                          |                                                    |
|--------------------------|----------------------------------------------------|
| <input type="checkbox"/> | <b>Additional supporting information</b>           |
| <input type="checkbox"/> | <b>Supporting environmental reports</b>            |
| <input type="checkbox"/> | <b>Additional supporting information / reports</b> |
| <input type="checkbox"/> | <b>Evidence of nil fee eligibility</b>             |

### Fees

Fees are not required for administrative amendments only. Fees for operational amendments vary depending On the type of application being amended and/or whether you (the applicant) meet eligibility conditions.

Eligibility conditions:

You (the applicant) can demonstrate that you own, rent or lease a rateable property within the City of Gold Coast or are a registered charity, voluntary sporting, community, religious or incorporated not for profit organisation.

If claiming eligibility, you must attach evidence with this application. Evidence may include a signed lease agreement, details of property ownership, ASIC documentation detailing 'Principal place of business', two bills (within last six months) detailing residential address or registration with the Australian Charities and Not-for-Profits Commission (ACNC).

**Please select the type of approval you are applying to amend. Where there are two options for the type of approval you are applying to amend, please determine whether you meet one of the eligibility conditions and select one box only.**

<input type="checkbox"/>	<b>Environmental authority – eligible for nil fee</b>	<b>nil</b>
<input type="checkbox"/>	<b>Environmental authority – not eligible for nil fee</b>	<b>\$310.00</b>
<input type="checkbox"/>	<b>Transitional environmental program – eligible for nil fee</b>	<b>nil</b>
<input type="checkbox"/>	<b>Transitional environmental program - not eligible for nil fee</b>	<b>POA</b>

These fees are in accordance with the City of Gold Coast's (City) regulatory fees and non-regulatory charges. A copy of our regulatory fees and non-regulatory charges can be found on our website, [cityofgoldcoast.com.au/fees](http://cityofgoldcoast.com.au/fees).

### Payment options (no cash transactions are available)

- MasterCard, Visa, debit card or cheque at any of the City's branch offices. Our branch office locations and operating hours can be found on our website [cityofgoldcoast.com.au/contactus](http://cityofgoldcoast.com.au/contactus)
- Cheque or money order – make payable to: Gold Coast City Council. Postal address at top right of first page. Please ensure that you provide adequate reference details or attachments to allow the cheque to be appropriately receipted.

**Note: Please be advised that payments by credit card will incur a surcharge.**

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**Declaration**

This section must be completed by, or for each applicant. Where a person is signing on behalf of a corporation or person (the 'signatory'), they must occupy a position that is legally entitled to make that application and complete the details below. Documentation must be provided if a power of attorney (POA) signs on behalf of a person.

I understand and verify that:

- I am duly authorised to make this application
- The statements and information provided are accurate, true and complete
- I have received all relevant third party consents and authorisations
- It is an offence to knowingly provide false or misleading information
- Approval of this application does not extend to the approval of any other statutory or local government requirements relating to this premises or activity

**Applicant one** (person or organisation)

<b>Applicant name</b>			
<b>Signature</b>		<b>Signatory name</b>	
<b>Date</b>		<b>Position/role</b>	

**Additional applicant** (if required)

<b>Applicant name</b>			
<b>Signature</b>		<b>Signatory name</b>	
<b>Date</b>		<b>Position/role</b>	

**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](http://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.

**Office use only**

<b>Date received</b>		<b>Fee paid</b>	
<b>Received by</b>		<b>Receipt number</b>	