

Our Reference: MCUI/2026/8158
& PSW/2026/8164
Contact Officer: Emily Hinchliffe
Contact: (07) 4698 3876
Email: development@tr.qld.gov.au

ACTION NOTICE

*Planning Act 2016 Section 51
Development Assessment Rules Part 1*

St Mary's College Toowoomba
C/- Precinct Urban Planning
PO Box 3038
TOOWOOMBA QLD 4350

Email: paul@precinctplan.com.au

17 September 2026

Dear Sir/Madam,

Development Application for: Material Change of Use – Impact – Extension to Educational Establishment; and
Planning Scheme Works (Building Works Assessable Against the Planning Scheme) – Impact – Partial Demolition of a Heritage Place
Location: 129 West Street and 80-82 Hill Street, NEWTOWN QLD 4350
Property Description: Lot 3 RP905944, Lot 1 RP55700, Lot 1 RP55340, Lot 2 RP16943 and Lots 3 & 4 RP62871

I refer to the abovementioned application received on 3 September 2026. Council is unable to accept your application as properly made, as it does not contain the mandatory information requirements for Council to accept the development application as a properly made application under Section 51 (5) of the *Planning Act 2016*.

Actions Required to Make Application Properly Made

Council cannot accept your application as properly made, as the following matters are outstanding:-

- Application Fee -
 - the correct fee for Council to assess the application does not accompany the application. The correct fee is [REDACTED]. A fee of [REDACTED] has been paid leaving [REDACTED] owing. Please return the attached payment form when making payment.

The above requirements must be lodged with Council for the application to be further processed. If the above requirements are not received by Council within twenty (20) business days of receipt of this notice, the application is taken to have not been made. If you have any enquiries in relation to this matter please contact Council's Lead Senior Planner, Emily Hinchliffe on the above number.

Yours faithfully



Krys den Hertog
Principal Planner, Planning Branch