

Our Reference: RAL/2026/3313  
CS Portal Reference: N/A  
Contact Officer: Cassidy Pugh  
Contact: 07 4688 6971  
Email: [development@tr.qld.gov.au](mailto:development@tr.qld.gov.au)

**NOTICE OF MISSED REFERRAL AGENCY**  
*Planning Act 2016, Section 68(1)*  
*Development Assessment Rules, Chapter 1, Section 29*

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29 May 2026

Dear Sir/Madam

**Development Application for:** Reconfiguring a Lot – Reconfigure One (1) into Two (2) Lots  
**Property Location:** 4 Rocky Ridge Court, COTSWOLD HILLS QLD 4350  
**Property Description:** Lot 7 RP186848  
**Relevant Planning Scheme:** *Toowoomba Regional Planning Scheme 2012*

In accordance with Chapter 1 Section 29 of the *Development Assessment Rules* under Section 68(1) of the *Planning Act 2016* you are advised that the abovementioned application requires referral to the Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency (SARA)) (the missed referral agency).

Pursuant to the provisions of the *Development Assessment Rules*, where the application is referred under Chapter 1 Section 29.4 the application does not lapse and the development assessment process does not stop, however, the decision stage will not start until:

- (a) Parts 2 and 3 of the development assessment process have been completed; and
- (b) Part 4 of the development assessment process has been completed

### **Missed Referral Agencies**

The following referral agencies are applicable to this application –

The application requires referral to the Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency (SARA)) in accordance with Schedule 10 of the *Planning Regulation 2017*. Details of how to refer the application information to SARA are shown below:

*MyDAS electronic lodgement:*

<https://prod2.dev-assess.qld.gov.au/suite/>

If you have any queries in relation to MyDAS electronic lodgement, please contact SARA on (07) 4616 7307.

PA Regulation Reference	Referral Trigger
<b>INFRASTRUCTURE-RELATED REFERRALS</b>	
<b><i>State transport infrastructure</i></b>	
<b>Schedule 10 Part 9 Division 4 Subdivision 2 Table 1— Item 1</b>	Development application for reconfiguring a lot that is assessable development under section 21, if— (a) all or part of the premises are within 25m of a State transport corridor; and (b) 1 or more of the following apply— (i) the total number of lots is increased; (ii) the total number of lots adjacent to the State transport corridor is increased; (iii) there is a new or changed access between the premises and the State transport corridor; (iv) an easement is created adjacent to a railway as defined under the Transport Infrastructure Act, schedule 6; and (c) the reconfiguration does not relate to government supported transport infrastructure.

You are required to give each missed referral agency a copy of:-

- The application (including application form and supporting material);
- The confirmation notice; and
- Any applicable concurrence agency application fee (refer to the *Planning Regulation 2017* to confirm the applicable referral agencies).

In accordance with Chapter 1 Section 29.4 of the *Development Assessment Rules*, you must give this material to each missed referral agency within 10 business days of the receipt of this notice or your application will lapse in accordance with Chapter 1 Section 31.1 of the *Development Assessment Rules*.

You must also advise Council in writing of the date the application and supporting material was given to the referral agency.

You are further advised that the truth and accuracy of the information provided in the application form and accompanying information is relied on when assessing and deciding this application. If you find an inaccuracy in any of the information provided above or have a query or seek clarification about any of these details, please contact Council's Development Officer, Cassidy Pugh, on the above number.

Yours faithfully



Emily Hinchliffe  
A/Principal Planner, Planning Branch