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Urban and Regional Planning and Development Consultants
Prompt and Reliable Town Planning Advice and Applications

01 November 2026

RECEIVED
09/11/2026
TOOWOOMBA
REGIONAL COUNCIL

Chief Executive Officer
Toowoomba Regional Council
PO Box 3021
Toowoomba QLD 4350
Email: development@tr.qld.gov.au

Attn: Jun Ong – Development Assessment

Dear Jun,

Information Request Response for Development Application for a Material Change of Use for a Multiple Dwelling (Six (6) x Three (3) Bedroom Units) use – Impact Assessable – at 18-20 Jenkins Street, Newtown QLD 4350 (described as Lot 19 RP17023, Lot 2 RP78188 & Lot 3 RP63099) – MCUI/2026/2909.

In accordance with the *Planning Act 2016* and on behalf of the applicant, James Matthew Gleeson, we hereby respond to Council's Information Request, dated 6 May 2026, in its entirety and request Council to proceed with its assessment of the application. The responses provided herein, and attached supporting plans/documents provided, address all issues raised within Council's Information Request and provides all requested information as relevant/required.

RESPONSE TO INFORMATION REQUEST

1. RESIDENTIAL DEVELOPMENT IN THE LOW-DENSITY RESIDENTIAL ZONE

1.1 – Issue:

The Low-Density Residential Zone is primarily intended for small-scale, low density residential developments. Where diverse housing forms are proposed, the Purpose of the Low-Density Residential Zone anticipates new developments provide a density appropriate to the residential scale, amenity and lifestyle that integrates well with existing low-density housing.
The proposed Multiple Dwelling presents a higher density form of development, which may be able to adequately address relevant assessment benchmarks with site design amendments. Further refinement of the submitted concept is necessary to ensure the following assessment benchmarks are addressed:

- *The development exceeds the 60% impervious area requirement of AO8.1 of the Low-Density Residential Zone Code. Visual impact of additional hardstand can be reduced to address PO8(b) and/or AO8.1 of the Low-Density Residential Zone Code;*
- *The extent and number of driveway crossovers can be minimised to achieve compliance with PO11 of the Medium Density Residential Code;*
- *Private Open Space in the front setback area conflicts with AO8.3 of the Medium Density Residential Code. Relocation of Private Open Spaces may address compliance with PO8 of the Medium Density Residential Code;*
- *The proposed 1.8m high privacy fencing in the front boundary does not adequately reflect the low-density streetscape amenity anticipated for the zone. Note particularly PO12, PO18, PO22, PO23 of the Medium Density Residential Code; and*
- *Proposed bin storage areas for Units 2, 3, 4 and 6 adjoin Private Open Spaces and may be better located to manage odour amenity and hygiene to comply with PO16 of the Medium Density Residential Code.*

1.1 - Information Required:

Provide an amended site design that addresses the following:

- Reduce visual impact of driveway hardstand and minimise the extent of driveways for compliance with PO8 of the Low-Density Residential Zone Code and PO11 of the Medium Density Residential Code;
- Locate Private Open Space to comply with PO8 of the Medium Density Residential Code;
- A multi-faceted design of front fencing and privacy fencing without relying on just one design outcome for compliance with PO8, PO12, PO18, PO22, PO23 of the Medium Density Residential Code;
- Indicate window screenings for upper floor windows to address PO12 of the Medium Density Residential Code; and
- Amend bin storage locations further from habitable room windows and screened from the road frontage for compliance with PO16 of the Medium Density Residential Code.

A number of site layout amendments may assist. For example, a southern vehicle access to the carport of Unit 3 may reduce impervious hardstand area in the front setback. Or, alternatively, a single driveway crossover may be able to service the entire development where relocating the carport of Unit 3 to the eastern side of Unit 3.

The applicant is invited to meet with Council officers to discuss site layout amendments to address the specific assessment benchmarks listed above, which may assist in demonstrating compliance with broader assessment benchmarks PO1 and PO4 of the Low-Density Residential Zone Code.

RESPONSE

Please find attached “Amended Proposal Plans” and a “Landscape Plan” which addresses the above issues/concerns raised by Council as follows:

1) Removal of sealed driveway area for Unit 3 from within the site’s front setback area – the carport for Unit 3 will now be accessed from the south via the internal driveway areas;
2) Replace the driveway for Unit 3 with significant landscaping within the front setback area;
3) The provision of 1 metre wide landscape strips along the front boundary line - in front of the fenced Private Open Space areas of Units 1, 3 & 4;
4) The provision of landscaping along the internal driveways where visible from the street; and
5) The attached Landsacpe Plan demonstrates that there will be significant landscaped areas provided within the front setback area and within the site to ensure compliance with eth Planning Scheme is achieved.

The plans have not been amended to show screening to windows etc and it is considered that screening can be conditioned in line with the following:

1) Only the western elevations of Unit 1, 2 and 5, the southern elevations of Units 5 and 6 and the eastern elevations of Units 4 and 6 are likely to be required to be screened to comply – noting the orientation of and separation between the units for all other units’ elevations.
2) Unit 1’s western elevation only contains two small windows located in the stairwell and as such are not considered to require screening;
3) Unit 2’s western elevation does not contain second storey windows;
4) Unit 4’s eastern elevation can be conditioned to be required to provide screening to its second storey windows;
5) Unit 5’s western elevation can be conditioned to be required to provide screening to its second storey windows;
6) Unit 5’s southern elevation only contains a small window to the bathroom and as such are not considered to require screening – noting also that the adjoining use to the south’s large shed is located at the rear of its site between Unit 5 and the adjoining dwelling and its POS areas;
7) Unit 6’s eastern elevation can be conditioned to be required to provide screening to its second storey windows; and
8) Unit 6’s southern elevation only contains a small window to the bathroom and as such are not considered to require screening – noting also that the adjoining use to the south’s large shed is located at the rear of its site between Unit 5 and the adjoining dwelling and its POS areas.

Compliant bin storage locations have been provided.

It is considered that the applicant has adequately addressed the issues raised above by Council via the provision of the attached “Amended Proposal Plans” and “Landscape Plan”, and in doing so has demonstrated that compliance with the Planning Scheme’s requirements is achieved by the development. Therefore, it is considered that no further regard to the above matters is required in the assessment of the proposed development and that appropriate conditions of approval will ensure compliance is achieved and maintained.

2. LANDSCAPING

2.1 – Issue:

A landscape plan has not been provided. For Council to undertake a comprehensive assessment and provide advice the applicant is requested to submit a landscape concept plan for review. A landscape plan will ensure resolution of landscaping requirements and may assist in demonstrating how the development may comply with the Medium Density Residential Code and the Landscaping Code.

2.1 – Information Required:

Where a landscape plan is provided through the development application which addresses the code requirements it can be endorsed through the approval.

Submit a detailed landscape plan that demonstrates how the application complies with the Medium Density Residential Code and the Landscaping Code.

Refer to Toowoomba Regional Council's Landscaping Codes and Landscape Plans Guidelines for landscape plan requirements.

RESPONSE

Please find attached a "Landscape Plan" which addresses the above. It is considered that the applicant has adequately addressed the issue raised above by Council via the provision of the attached "Landscape Plan". Therefore, it is considered that no further regard to the above matter is required in the assessment of the proposed development and that appropriate conditions of approval will ensure compliance is achieved and maintained.

3. WASTEWATER INFRASTRUCTURE

3.1 – Issue:

As lot amalgamation will occur for this development, Council would provide a single sewer connection point only and at the lowest area in the sewer main. That requires a new DN1050 Maintenance Hole (MH) to be constructed at the eastern side of 18 Jenkins Street at no cost to Council. As the sewer line appears to terminate (end of line) within the development site, Council would have no further use for those assets past the new DN1050 MH and is proposed to be abandoned.

3.1 – Information Required:

Provide amended drawings showing a new sewer DN1050 Maintenance Hole (MH) with a 1.5m offset from the eastern lot boundary or the proposed side fencing, 1.5m to whichever is closer. The new MH will also require clearances of 300mm edge to edge to any site drainage pipework & pits, and 1.5m radius clear to the sky maintenance access from any structure & fixture of the property, including fences and landscape walls.

- Prior to MH works, please confirm the existing sewer ends within the development and does not service any other upstream wastewater connections that may impact other lots.

Notes: The new sewer MH should not require a sewer OW application, but only PWQ request to Council, the request for amended engineering drawing provides necessary information for the future PWQ. If Council's sewer infrastructure to the interior of the site is abandoned, Council would permit an on-grade sewer connection to the new MH and Council would revert to owning the pipe stub as the sewer connection point. Also, any future QDC MP1.4 restraints would only apply to the new sewer MH and connection point.

RESPONSE

Please find attached "Amended Proposal Plans" and "Amended Concept Stormwater Management Plan" which addresses the above issues/concerns raised by Council showing a single connection point/manhole (sewer DN1050 Maintenance Hole (MH) - with a 1.5m offset from the eastern lot boundary).

It is considered that the applicant has adequately addressed the issue raised above by Council via the provision of the attached "Amended Proposal Plans" and "Amended Concept Stormwater Management Plan". Therefore, it is considered that no further regard to the above matters is required in the assessment of the proposed development and that appropriate conditions of approval will ensure compliance is achieved and maintained.

4. WATER SUPPLY INFRASTRUCTURE

4.1 – Issue:

As lot amalgamation will occur for this development, Council would provide a single water connection. The concept design proposed site plan has a note to incorporate one of Council's water meters into the driveway concrete. Water meters and fittings must be greater than 1m away from driveways and the nominated existing water service may not be adequate for the development (diameter). The water service is a long side road crossing, and Council can't guarantee the required diameter water service will fit in the existing enveloper conduit, or even if it's present onsite.

4.1 – Information Required:

Provide further details on the proposed water service connection, including diameter and location of infrastructure, to ensure appropriate water supply connection without conflicting with driveways or any other infrastructure.

RESPONSE

Please find attached "Amended Concept Stormwater Management Plan" which addresses the above issues/concerns raised by Council. It is considered that the applicant has adequately addressed the issue raised above by Council via the provision of the attached "Amended Concept Stormwater Management Plan". Therefore, it is considered that no further regard to the above matter is required in the assessment of the proposed development and that appropriate conditions of approval will ensure compliance is achieved and maintained.

5. EARTHWORKS

5.1 – Issue:

The proposed development is subject to the earthwork requirements outlined in the Toowoomba Regional Planning Scheme 2012, Works and Services Code and PSP No. 2 – Engineering Standards – Roads and Drainage Infrastructure. No information on the proposed cut/fill areas have been provided to determine the extent of proposed earthworks are able to satisfactorily demonstrate compliance with these requirements.

5.1 – Information Required:

Provide further information including the following:

- A plan clearly identifying the proposed cut/fill areas and annotate the quantities;
- Cross sections and/or long sections along the cut/fill areas at regular intervals as appropriate; and
- Amended plans identifying the locations and extent of proposed retaining walls.

Note: All earthworks must be in accordance with the Toowoomba Regional Planning Scheme 2012, Schedule 6 Planning Scheme Policies (PSP), SC6.2.5 – Standards for Provision of Earthworks.

RESPONSE

Please find attached "Amended Concept Stormwater Management Plan" which addresses the above issues/concerns raised by Council. It is considered that the applicant has adequately addressed the issue raised above by Council via the provision of the attached "Amended Concept Stormwater Management Plan". Therefore, it is considered that no further regard to the above matter is required in the assessment of the proposed development and that appropriate conditions of approval will ensure compliance is achieved and maintained.

Conclusion

It is considered that the applicant has now adequately responded to all of the issues raised within Council's Information Request and has demonstrated that the proposal addresses all relevant issues and achieves compliance with the Planning Scheme's requirements.

It is trusted that the information provided in this information request response (including its attachments) is considered sufficient and we hereby respectfully request that Council now proceeds to issue its Decision Notice (Approval) as soon as is possible.

If Council does not agree to any of the responses provided herein, it is respectfully requested that Council advises us in writing (email is sufficient) as soon as possible with a view to arranging a meeting between Council and the applicant to discuss the matter/s further.

If any additional information is required, or if you have any questions, please don't hesitate to contact me on 0439 373 414 or by email at andrew@alphaplanning.com.au.

Yours faithfully



Andrew Hill
Managing Director
Bachelor of Business – RMIT University
Graduate Diploma in Urban and Regional Planning – UNE

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Urban and Regional Planning and Development Consultants

Attachments:

Attachment A – Amended Proposal Plans
Attachment B – Landscape Plan
Attachment C – Amended Concept Stormwater Management Plan
Attachment D – Amended Maneuvering Diagrams
Attachment E – Amended Engineering Design Certificate

Attachment A

Amended Proposal Plans

Attachment B

Landscape Plan

Attachment C

Amended Concept Stormwater Management Plan

Attachment D

Amended Maneuvering Diagrams

Attachment E

Amended Engineering Design Certificate