

Our Reference: RAL/2026/8089
CS Portal Reference: N/A
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INFORMATION REQUEST
Planning Act 2016 Section 68(1)
Development Assessment Rules Chapter 1 Part 3

Zhidong Yuan
C/- Precinct Urban Planning
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TOOWOOMBA QLD 4350

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30 September 2026

Dear Sir/Madam

Development Application for: Reconfiguring a Lot – Impact – One (1) Lot into Two (2) Lots
Location: 14 Wilkes Road, HAMPTON QLD 4352
Property Description: Lot 13 RP826407
Relevant Planning Scheme: *Toowoomba Regional Planning Scheme 2012*

Upon review of the abovementioned Development Application and supporting information, Council requires further information which demonstrates compliance with the Planning Scheme. Please provide the information requested below:

1. ROADWORK

1.1	Issue:
	The proposed development does not demonstrate compliance with PO ₁₄ of the Reconfiguring a Lot Code, which requires the road network to operate safely and efficiently, having regard to the expected traffic volumes and the function of the road. In addition, the proposal must comply with the requirements of SC6.2 PSP No. 2 – <i>Engineering Standards – Roads and Drainage Infrastructure</i> .
	No information has been provided regarding the extent of required upgrades to Chapman Street to accommodate the proposed development and provide safe and efficient access to proposed Lot 2.
	Information Required:
	Provide a road upgrade proposal for Chapman Street that demonstrates how safe vehicular access will be provided to proposed Lot 2. The proposal must include sufficient detail to confirm the required upgrade standard, including pavement width, formation width, sealing treatment (if proposed), drainage provisions, and the extent of works.
	Note: <i>Based upon the current application material (and if the application is approved), Council is likely to condition road upgrade works for Chapman Street in accordance with SC6.2 PSP No. 2 – Engineering Standards – Roads and Drainage Infrastructure (Local Access Gravel Road standard: 6.0 m pavement width and 8.0 m formation</i>

	<i>width) or, alternatively, in accordance with the IPWEA Lower Order Road Design Guidelines (LORDG) (minimum 3.5 m sealed pavement width and 6.5 m formation width), subject to Council's assessment and acceptance.</i>
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2. STREET TREE

2.1	Issue:
	The submitted plans show a proposed driveway crossover providing access to proposed Lot 2 from Chapman Street. Council's review has identified existing trees in close proximity to the proposed crossover. Based on the information provided, it cannot be determined whether the proposed crossover would impact these trees, or whether the trees are located within Council-controlled land or the subject site.
	Information Required:
	Where the driveway crossover is located within proximity to a street tree/s (within the dripline of a street tree/s), an Arborist Report must be submitted to Council for review by Council Arborist. The Arborist Report must be in accordance with the requirements of AS4970 2025 Protection of Trees on Development Sites and be prepared by a minimum AQF Level 5 Arborist. The Arborist Report must demonstrate that the proposed development will not result in a negative impact to the Council controlled tree/s. The Arborist Report must at a minimum include, but not be limited to, the following: • Site address; • Surveyed tree location/s and context (e.g. ground conditions); • Inspection methodology (aerial inspection, visual tree assessment, other); • Tree dimensions (height, crown spread and trunk diameter); • Include Diameter at Standard Height (DSH) and Diameter Above Buttress (DAB); • Health and structural conditions; • Estimated age and suitable useful life expectancy; • Details of the construction activities and their likely impact; • Tree Retention value; • Cultural / heritage values; • Tree protection measures to be applied; • Recommendations; and • Supporting evidence (pictures, test results and site plan). • Inclusive of Tree Protection Plan (TPP) and Tree Protection Specifications (TPS).

Note on Alternative Solutions

Where an alternative solution to the Acceptable Outcome is proposed, justification demonstrating how the correlating Performance Outcome has been met must be provided. Requesting an alternative solution without demonstrating how the Performance Outcome has been satisfied, does not oblige Council to favourably consider the alternative solution.

Options Available in Response to this Information Request

In accordance with section 13.2 of the *Development Assessment Rules*, you may respond to this request for information by providing Council with:

- 1) all of the information requested; or
- 2) part of the information requested; or
- 3) a notice stating that none of the information will be provided.

In your response, advise Council which option you are supplying. If you choose 2) or 3), you may also advise Council to proceed with its assessment of the application.

Provide one electronic copy of the response to Council, including any plans or supporting information.

In accordance with section 13.1 of the *Development Assessment Rules*, you must respond to this information request within **three months** of the date the information request was made, or a further period agreed between the applicant and Council. If there is no response to the information request within the period described, Council will proceed with the assessment of the application based on the information currently available.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R Green', written in a cursive style.

Richard Green
Lead Senior Planner, Planning Branch