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APPLICATION REF
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1 November 2026

The Chief Executive Officer
Brisbane City Council
GPO Box 1434
Brisbane QLD 4000

Dear Sir / Madam,

CHANGE APPLICATION (MINOR CHANGE) PURSUANT TO SECTION 81 OF *PLANNING ACT 2016*)

DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE FOR MULTIPLE DWELLING OVER LAND AT 21 AND 25 GLEN ROAD, TOOWONG (LOTS 0 – 3 ON BUP5345 AND LOT 5 ON RP45753)

COUNCIL REFERENCE: A006978543

Mewing Planning Consultants act on behalf of JAD 11 Pty Ltd (**the Applicant**) in relation to the site at 21 and 25 Glen Road, Toowong (**the site**).

On behalf of the Applicant, and pursuant to section 78 of the *Planning Act 2016* (**the Planning Act**), we hereby submit a Change Application (Minor Change) to change the Development Approval over the site for a Development Permit for Material Change of Use for Multiple Dwelling.

Details of the Change Application, including relevant background information, proposed changes, statutory town planning framework, and statutory town planning assessment, are included in the enclosed Town Planning Assessment prepared by Mewing Planning Consultants. In conjunction with the Town Planning Assessment, the application is supported by the following material:

- Planning Act Form 5;
- Signed Owner's Consent;
- Minor Change Town Planning Assessment, prepared by Mewing Planning Consultants;
- **Attachment A** – Current Development Approval (Council Reference: A006978543);
- **Attachment B** – Certificate of Title Searches; and
- **Attachment C** – Revised Architectural Plans, prepared by Joe Adsett Architects.

In accordance with Brisbane City Council's Register of Fees and Charges for 2025 / 2026, the Change Application (Minor Change) is anticipated to attract a statutory application fee of **$4,800.00**

Proposed Change

The Applicant proposes to amalgamate the two units on level 8 into a single unit, comprising five (5) bedrooms, study and two living areas. **Figure 1** illustrates the proposed level 8 outcome.

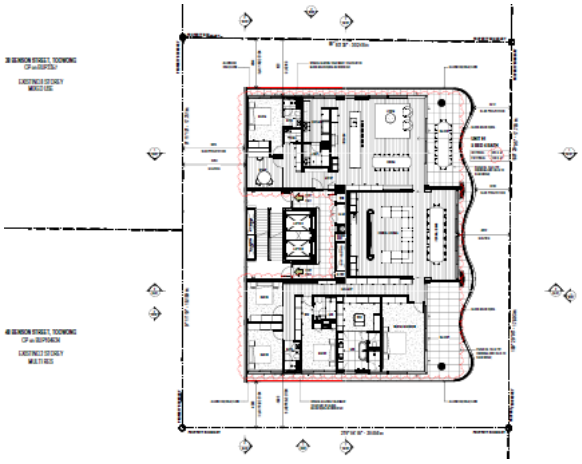


Figure 1: Level 8

Assessment Against the Minor Change Criteria

The following table provides an assessment against the minor change criteria as identified in the definition for minor change stated in Schedule 2 of the Planning Act.

Table 1 – Assessment of Minor Change Criteria	
Minor Change Criteria	**Assessment**
Does not result in substantially different development	Refer to **Table 2.**
Would not cause the inclusion of prohibited development	The proposed changes would not introduce or involve any prohibited development.
Would not cause referral to a referral agency if there were no referral agencies for the development application	The original development application did not trigger referral to the State Assessment and Referral Agency or another referral agency. The proposed changes would not cause referral to SARA or another referral agency.
Would not cause referral to extra referral agencies	
Would not cause a referral agency to assess the application against matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against when the application was made	
Would not cause public notification if public notification was not required for the development application	Public notification was required under the original application. The proposed changes would not cause new or additional submissions as a result.

The following table provides an assessment against the guidelines for substantially different development as identified in Schedule 1 of the. Development Assessment Rules.

Table 2 – Assessment of Substantially Different Development Criteria	
Minor Change Criteria	**Assessment**
Does not involve a new use	The proposed minor change maintains the same land use (multiple dwelling) as approved and does not involve a new use.
Does not result in the application applying to a new parcel of land	The proposal continues to apply over the land to which the original application and approval applies.
Does not dramatically change the built form in terms of bulk, scale and appearance	The proposed development does not dramatically change the bulk scale or appearance of the development. The change primarily relates to the internal reconfiguration of level 8.
Does not change the ability of the approved development to operate as intended	The proposed changes will not change the ability of the approved development to operate as intended. The proposal remains for a residential development.
Does not remove a component that is integral to the operation of the development	The proposed minor change will not remove a component of the approved development that is integral to the operation of the approved residential development. The proposed communal areas, vehicular and pedestrian accesses, private open space, and land are all components maintained in the development to ensure a consistent operation.
Does not significantly impact on traffic flow and the transport network, such as increasing traffic to the site.	The development does not propose any changes to the car parking provision, servicing or vehicle access. The development provides sufficient car parking for the changed unit provision.
Does not introduce new impacts or increase the severity of known impacts	The proposed change will not introduce new impacts or increase the severity of known impacts.
Does not remove an incentive or offset component that would have balanced a negative impact of the development	According to our assessment in preparing this Minor Change, the approved development achieves compliance with the relevant codes of the applicable planning framework, and the proposed amended development achieves a consistent compliance.
Does not impact on infrastructure provisions	The development proposes to reduce the development yield of the multiple dwelling. The reduction in the yield will not impact on the infrastructure provision and will be reflected in a revised infrastructure charges notice.

Assessment against Applicable Planning Framework

Section 81(2)(d) and (3) of the Planning Act provides the matters to which Brisbane City Council must have regard to in assessing the Change Application (Minor Change). This includes the information included with the application, any properly made submissions about the application, all matters that responsible entity would or may assess against or have regard to if the change application were a development application, and any matter that the responsible entity considers relevant.

The responsible entity must assess against, or have regard to, the matters that applied when the development application was made. The responsible entity may assess against, or have regard to, the matters that applied when the change application was made.

The original application was assessed and decided under the legislative framework of the *Planning Act 2016* (**Planning Act**), with the City Plan providing the relevant planning scheme provisions. The legislative framework remains consistent for this change application.

As set out in Table 1 above there has been no change between the planning framework applicable to the current approval and the planning framework applicable to this planning application. A review of the primary codes and the neighbourhood plan code has confirmed that there have been no changes to the provisions that apply to the development of the site.

- The original development application was subject to Impact Assessment. No submissions were received.
- The proposed changes to the development will not alter the approved development's compliance with the town planning framework applicable at the time current application or the matters that apply

at the time this change application is made. The original application was assessed against the applicable provisions of the High Density Zone, Toowong - Auchenflower Neighbourhood Plan, Multiple Dwelling Code, relevant Overlay Codes and other Development Codes. The assessment remains consistent at the time of this change application, and applicable provisions of the relevant codes also remain consistent.

- The development does not propose any changes to the building height, setbacks, site cover, deep planting, car parking or design, and therefore they continues to comply with the planning framework.

We would welcome the opportunity to discuss any aspect of this Change Application. Should you wish to discuss, please contact Frances Cassaniti on 0431 973 803 or at frances.cassaniti@mewing.com.au

Yours sincerely,



Frances Cassaniti
Associate Director
Mewing Planning Consultants