sinclair planning

+61 413 626 694
leisa.sinclair@sinclairplanning.com.au
PO Box 130, Lutwyche Q 4030

Sinclair Planning Pty Ltd
ABN 17 639 191 503

Our Ref: SP25014.L03.001(SARA)
BCC Ref: A007125076
Contact: Leisa Sinclair

23 October 2026

Department of State Development, Infrastructure and Planning
State Assessment and Referral Agency - Brisbane
PO Box 15009
CITY EAST QLD 4002

Via: MyDAS

Dear Sir/Madam,

16 HAMILTON STREET, BRISBANE Q 4000 – LOT 1 ON RP60298
DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE – MULTIPLE DWELLING AND DEVELOPMENT PERMIT FOR BUILDING WORK – BUILDING WORK ADJOINING A STATE HERITAGE PLACE
APPLICANT GIVES COPY OF DEVELOPMENT APPLICATION TO REFERRAL AGENCY PURSUANT TO SECTION 54(1) OF THE PLANNING ACT 2016 AND DEVELOPMENT ASSESSMENT RULES CHAPTER 1, PART 2
ASSESSMENT MANAGER APPLICATION REFERENCE: A007125076

Sinclair Planning Pty Ltd acts for Feel-J Properties Pty Ltd ACN 669 980 509 as trustee (Applicant) in relation to the abovementioned development application (application).

On behalf of the Applicant, please accept this correspondence as written notice of giving a copy of the development application to the Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency) (SARA) as a Referral Agency, pursuant to Section 54(1) of the *Planning Act 2016* (Planning Act) and Chapter 1, Part 2, Sections 5.1 and 5.2 of the *Development Assessment Rules 3.0* (DAR).

The application is required to be referred to SARA, pursuant to the *Planning Regulation 2017*:

- Material Change of Use of premises carried out on a lot that shares a common boundary with a Queensland Heritage Place (Place ID 601810 – Sunnyside) (Schedule 10, Part 8, Division 2, Subdivision 3, Table 2, Item 1).

Find enclosed the following documentation associated with the application:

- A copy of the application material lodged with Brisbane City Council, properly made on 15 October 2026, pursuant to Section 5.1 of the DAR.

- A copy of the Brisbane City Council Confirmation Notice dated 23 October 2026, provided pursuant to Section 5.2 of the DAR.

We understand that the applicable referral fee is $1,943.00, for the purposes of Section 54(1) of the Planning Act, pursuant to Schedule 10, Part 8, Division 2, Subdivision 2, Table 2, Item 5(b).

Please contact the undersigned if there are any queries in relation to the application.

Yours faithfully



Leisa Sinclair
Director

enc: Brisbane City Council Confirmation Notice and Development Application
cc J.Wake, Assessment Manager, Brisbane City Council via DSPlanningSupport@brisbane.qld.gov.au