



Date: 28 July 2026
Our Reference: J002638
Your Reference: A007072463

Attention: Bronwyn Willis

Brisbane City Council
Development Services
Planning Application Review Service
GPO Box 1434
BRISBANE QLD 4001

Dear Bronwyn,

Site Address:	105 Hawdon Street, Windsor 4030
Property Description:	Lot 1 on SP298595
Method of Distribution:	Email (bronwyn.willis@brisbane.qld.gov.au / DSPlanningSupport@brisbane.qld.gov.au)
Correspondence Subject:	Action Notice Response – Section 3.2 (Chapter 1) of the Development Assessment Rules (Version 3.0)

We write on behalf of Kate Elizabeth Kildey and Boyd Thomas Kildey (“the applicant”), regarding the development application made over the abovementioned site. The development application was submitted to Brisbane City Council (“the assessment manager”) on 20 July 2026 and seeks a development approval for the following aspect:-

- Development Permit for Building Work (Under the Brisbane City Plan 2014 and the Planning Regulation 2017) for Demolition of a Building within the Heritage Overlay.

On 24 July 2026, the applicant received an action notice under Section 3.1 (Chapter 1) of the Development Assessment Rules (Version 3.0).

Pursuant to Section 3.2 (Chapter 1) of the Development Assessment Rules (Version 3.0), we hereby confirm that all of the actions in the action notice have been complied with, in particular:

- Payment of the development assessment fee in the amount of \$4,350.00 was made by the applicant on 27 July 2026.

BRISBANE OFFICE LOWER GROUND/618-626 BRUNSWICK ST NEW FARM QLD 4005 AUSTRALIA P +61 7 3254 1566	TOOWOOMBA OFFICE 123 MARGARET ST TOOWOOMBA QLD 4350 AUSTRALIA P +61 7 4632 0516	MELBOURNE OFFICE LEVEL 1, 239 NICHOLSON STREET CARLTON VIC 3053 AUSTRALIA P +61 3 7037 0432
--	--	--

In accordance with Section 3.3 (Chapter 1) of the Development Assessment Rules (Version 3.0), the development application is taken to be properly made on 28 July 2026.

We trust that the information above is sufficient to enable a Confirmation Notice to be issued in accordance with Section 3.4 (Chapter 1) of the Development Assessment Rules (Version 3.0). However, if you have any queries or require further information, please do not hesitate to contact the undersigned on (07) 3254 1566.

Yours Faithfully,
Property Projects Australia



VICTORIA STURGEON
Town Planner

Enc. **Attachment 1** – Action Notice issued by Brisbane City Council

ATTACHMENT 1

Action Notice

Issued by:

Brisbane City Council



Dedicated to a better Brisbane

24 July 2026

Boyd Kildey, Kate Kildey
C/- Property Projects Australia
Lower Ground 618-626 Brunswick Street
NEW FARM QLD 4005

ATTENTION: Victoria Sturgeon

Application Reference: A007072463
Address of Site: 105 HAWDON ST WINDSOR QLD 4030
Applicant's Ref: J002638

Dear Victoria

RE: Action Notice – Application not ‘properly made’

I refer to the above application that Council received on 20 July 2026 and advise that the application is not a ‘properly made’ application.

In accordance with Section 51 of the *Planning Act 2016*, the application is not properly made because the following action/s have not been completed:

1. Payment of the required application fee for the development application has not been made.

For this application to be deemed properly made you are required to undertake the following action/s within the prescribed timeframe:

1. Attend to the payment of the application fees as identified in the attached fee quote, Reference Number 656500058901660.
2. Provide a written response to Council in accordance with Chapter 1, Part 1, Section 3.2 of the Development Assessment Rules

Council will not progress assessment of your application until the required actions have been completed.

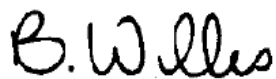
After completing all actions in this notice, you are to provide Council written notice stating you have complied with the actions within 20 business days, starting the day after the date this notice was given, or a further period agreed.

To assist in preparing your response, you are encouraged to use the attached Action Notice response template. If no response is received within the timeframe, the application will be taken to have not been made.

If further time is required, you can request a further period by emailing DSPlanningSupport@brisbane.qld.gov.au.

Please phone me on telephone number below during normal business hours if you have any queries regarding this matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'B. Willis'.

Bronwyn Willis
Planning Paratech
Planning Application Review Service
Phone: 3403 6710
Email: bronwyn.willis@brisbane.qld.gov.au
Development Services
Brisbane City Council