

25 April 2026

Brisbane City Council
266 George Street
BRISBANE QLD 4001



USC Reference: USC154
Council ref: A006993196

Dear Sir/Madam

**WITHDRAWAL OF MINOR CHANGE APPLICATION - COUNCIL REF: A006993196
7 HAMILTON STREET, GORDON PARK (LOT 2 ON RP25075)**

We are writing to formally request the withdrawal of the Minor Change application for a Development Permit for Reconfiguring a Lot (One Lot into Two Lots) at 7 Hamilton Street, Gordon Park (Lot 2 on RP25075) – Council ref: A006993196.

Following a review of project requirements, the applicant has decided not to proceed with the changed proposal and therefore seeks to withdraw the application from further assessment.

Given that the application was lodged recently and that Council has not yet undertaken substantive assessment work, we respectfully request consideration of a partial refund of the application fees in accordance with Council's Development Assessment and Compliance Fees 2025-26.

We understand that administrative costs are incurred upon lodgement; however, as the assessment has not progressed beyond initial checks, we believe a partial refund would be appropriate in this instance.

Please confirm when the withdrawal has been processed and advise the amount of any applicable refund.

Thank you for your assistance.

Yours sincerely,

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