

19 May 2026

Chief Executive Officer  
Brisbane City Council  
GPO Box 1434  
Brisbane QLD 4001

**BCC DS**  
**RECEIVED**  
19/05/2026  
**APPLICATION REF**  
A007026388

Via Email: [dalodgement@brisbane.qld.gov.au](mailto:dalodgement@brisbane.qld.gov.au)

Dear Sir / Madam

**RE: Development application seeking approval for Building works associated with a Local heritage place (Dwelling house) and Reconfiguration of a lot (boundary realignment) at 1 & 7 Gertrude Street, Highgate Hill**

We are writing to inform you that Doyen Planning has submitted the application mentioned above, and we would like to provide an outline of the documentation included to form a properly made application.

## Documentation Accompanying Lodgement

- DA Form 1
- DA Form 2
- Town Planning Report
- Code Assessment Report
- Proposal Plans
- Proposed Lot Layout Plan
- Heritage Exemption Certificate
- Landowners Consent

Should you have any questions in relation to the proposal, please contact our office on (07) 3180 4702.

Yours Sincerely,



Rhianna Murphy

Town Planner  
Doyen Planning

