

H4904UNITP002-DevelopmentApplicationCoverLetter

6 July 2026

ATTENTION: THE ASSESSMENT MANAGER

Development Assessment Team
City Planning and Sustainability Division
Brisbane City Council
GPO Box 1434
BRISBANE QLD 4001

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Dear Sir/Madam

**RE: 24, 26 & 28 UNIVERSITY ROAD, MITCHELTON QLD 4053
LOTS 246, 247 & 248 ON REGISTERED PLAN (RP) 18817
LODGEMENT OF DEVELOPMENT APPLICATION**

Creera Property Pty Ltd A.C.N 674 930 673 has engaged HAL Architects Pty Ltd in our capacity as architects and town planners to prepare and process a Development Application over the land at 24, 26 & 28 University Road, Mitchelton QLD 4053 which is more accurately described as Lots 246, 247 & 248 on Registered Plan RP18817.

The Development Application seeks a Development Approval for the following aspect of development:

- **Material Change of Use (Multiple Dwelling – 51 x Apartments)**
Development Permit.

Pursuant to Section 51 (1-3) of the *Planning Act 2016*, we confirm this Development Application is a 'properly made application' prepared in accordance the approved form to the assessment manager and is accompanied by:

- The mandatory supporting documents required under the form to be attached to, or given with the application;
- The required assessment fee; and
- Written consent of the registered owner/s of the land that forms the subject of the Development Application (refer to **DA Form 1** as part of the development assessment package).

As per Council's Development Assessment and Compliance Fee's 2026-27, it is understood an assessment fee in the amount of **\$63,000.00** is payable. Given this application has been lodged electronically we await Council's confirmation of this fee and issue of the relevant tax invoice.

Part 1 of the DA Rules directs that as assessment manager, the Council now has 10 business days (*confirmation period*), starting the day after the assessment manager receives this application, to determine our lodgement as a 'properly made application'.

If you have any queries regarding the information above, please do not hesitate to contact me in the office.

Kind Regards,



Adam Lockhart

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Director - Town Planning

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HAL Architects Pty Ltd