

2 June 2026

The Assessment Manager
Brisbane City Council
GPO Box 1434
Brisbane QLD 4001

Dear Sir/Madam,

Minor Change Application to an Existing Development Application at 9/166 Oxlade Drive, New Farm QLD 4005 (Council Reference: A001636210)

In accordance with Section 78 of the *Planning Act 2016* ('the Act') and on behalf of *Natasha Elizabeth Playne* ('the Applicant'), please accept this Minor Change development application in relation to the existing original development approval (Council Ref.: A001636210) over the site at 9/166 Oxlade Drive, New Farm QLD 4005, formally described as Lot 9 on SP184430.

Full details of the proposed minor change, including relevant background information, are included below. This letter should be read in conjunction with the following attachments:

- **Appendix A** – DA Form 5;
- **Appendix B** – Title Search and Owner's Consent;
- **Appendix C** – Copy of Existing Development Approval (Council Ref.: A001636210); and
- **Appendix D** – Proposed Architectural Plans, prepared by *woodsters.studio*.

1 Background

The site benefits from a number of existing development approvals, as noted through Brisbane City Council's development.i online portal. A summary of the existing and past approvals relevant to the site is provided in the **Table 1** below.

Table 1 – Summary of Approval History

Reference Number	Approval Date	Land Use	Description
A001636210	30 March 2005	Multiple Dwelling	Carrying out Building Work – Preliminary Approval Material Change of Use – Development Permit This approval provided a development permit for multiple dwelling units and is the relevant approval subject to this minor change application.

Reference Number	Approval Date	Land Use	Description
A001636213	24 May 2005	-	Carry out operational work This approval provided development permit for filling and excavation/ bulk earthworks.
A001636212	24 May 2005	-	Carry out operational work This approval provided development permit for Site Based Stormwater Management Plan
A001636211	24 May 2005	-	Carry out operational work This approval provided development permit for Erosion and Sediment Control,

This minor change application relates to Application Number: A001636210, which was approved on 30 March 2005.

2 Nature of Requested Changes

The proposed changes seek to make minor alterations to revise the approved floor plans and elevation of unit 9 of the approved multiple dwelling. The changes predominately involve alterations to the approved internal layout arrangement and additional structures to the private rooftop terrace.

Below is a summary of the proposed amendments to the existing approval:

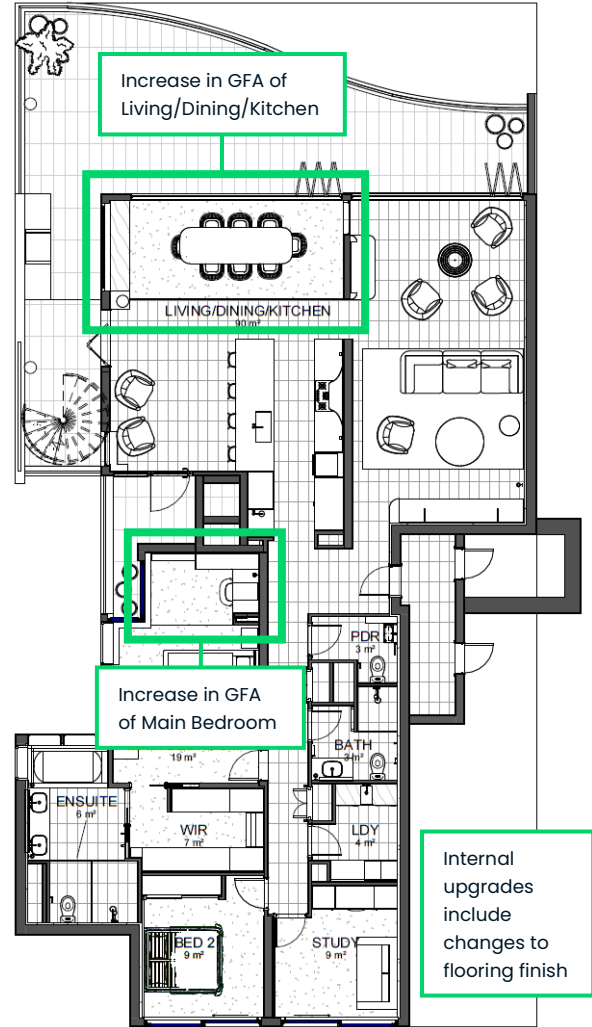
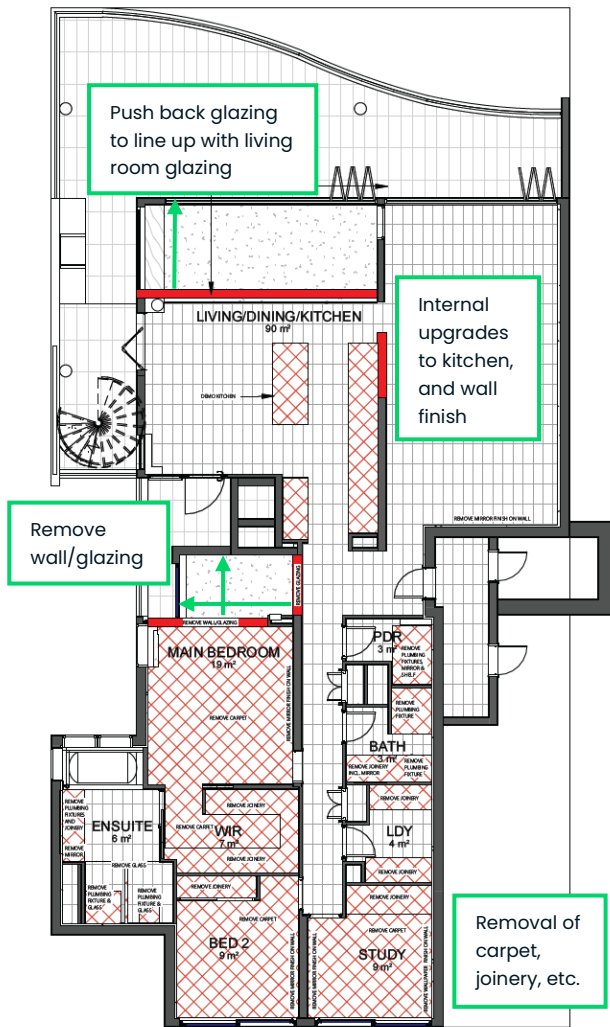
- Changes in ground floor arrangement of Unit 9 involving internal changes and slight encroachments onto balcony areas;
- Alteration to Level 1 (rooftop) to include pergola structures; and
- Changes to the elevation associated with the rooftop and balcony encroachments.

A more detailed description of the proposed changes is detailed below.

2.1 Proposed Changes to Ground Floor Plan

A comparison of the proposed changes to the ground floor plan are illustrated in **Figure 1**.

Figure 1 - Proposed Changes to the Ground Floor



Picture 1 Ground Floor Demolition Plan
Source: Woodsters.studio

Picture 2 Proposed Ground Floor
Source: Woodsters.studio

The plans illustrate that the proposed changes largely relate to the internal layout and result in an increase in Gross Floor Area (GFA) as illustrated in **Figure 1** (Picture 2).

Specifically, the proposed changes include:

- Demolition of living room wall/glazing and pushing it back to line up with living room glazing. This results in an increase in GFA of this area, from 80 m² to 90 m².
- Demolition of main bedroom wall/glazing and resulting increase to the GFA of the bedroom from 12 m² to 19 m².
- All new doors and windows will match the existing frame and glass tint colours. The slight increase in GFA/internal area results in minor encroachments into existing balcony areas, but this will not reduce

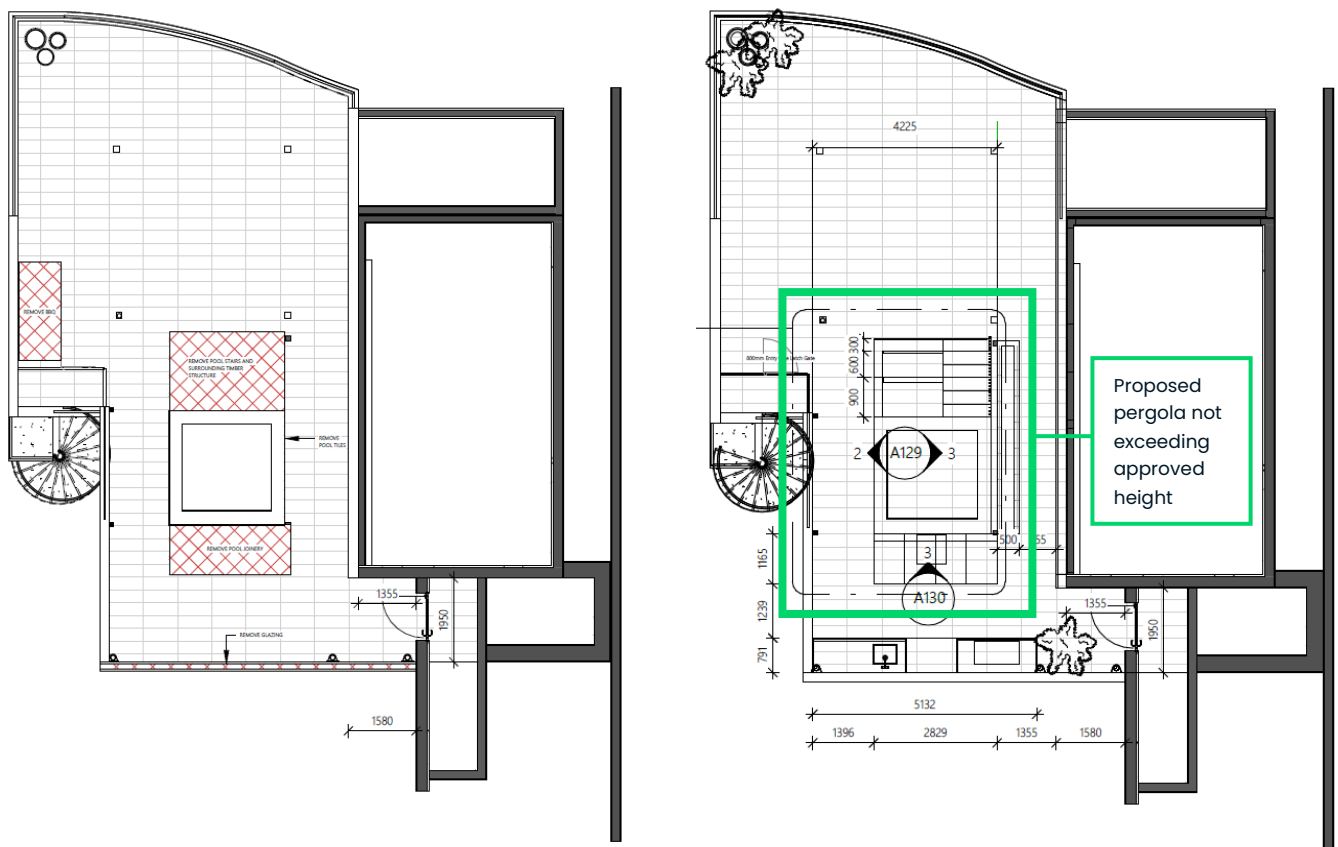
the available private open space because the changes occur within the secondary balcony. The external appearance of the Zen Garden will remain unchanged when viewed from the river or street. The revised glazing and wall line will also align Unit 9 and its balcony areas with the other units in the complex.

2.2 Proposed Changes to Level 1 Rooftop

The proposed changes to Level 1, being the private rooftop associated with Unit 9, includes instalment of a new pergola over sitting and BBQ area, existing roof structure to include new screen fitting,, removal of pool stairs and surrounding timber structure, removal of BBQ area, removal of pool joinery and removal of glazing. The change includes installation of a pergola which does not increase the approved height and is generally located in the same footprint as the structures to be removed. No additional enclosed structures are proposed on the rooftop.

A comparison of the existing conditions and proposed changes are illustrated in **Figure 2**.

Figure 2 Comparison of existing conditions and proposed changes on Level 1



Picture 3 Level 1 demolition plan
Source: Woodsters.studio

Picture 4 Proposed changes to Level 1
Source: Woodsters.studio

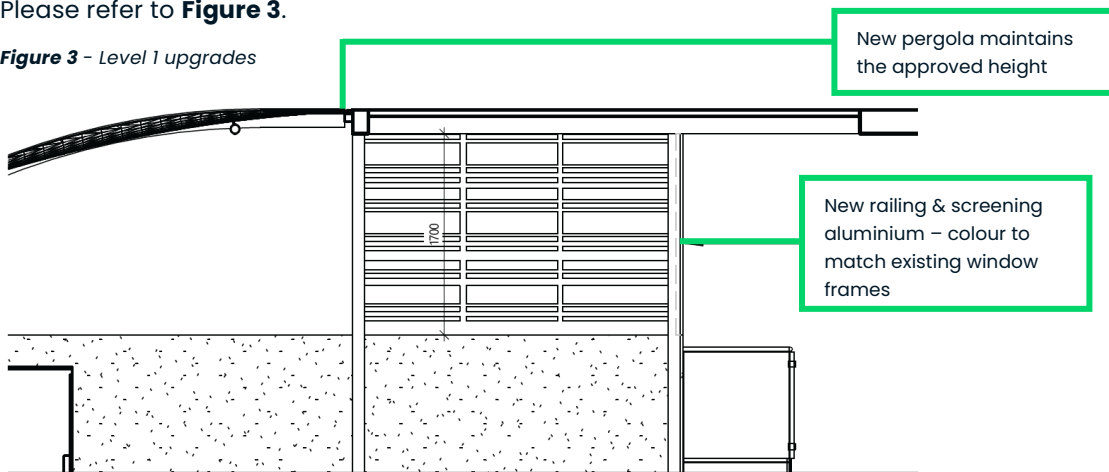
2.3 Elevation Changes

The changes to the Ground floor and rooftop of unit 9 also result in minor changes to the approved elevations. These changes include:

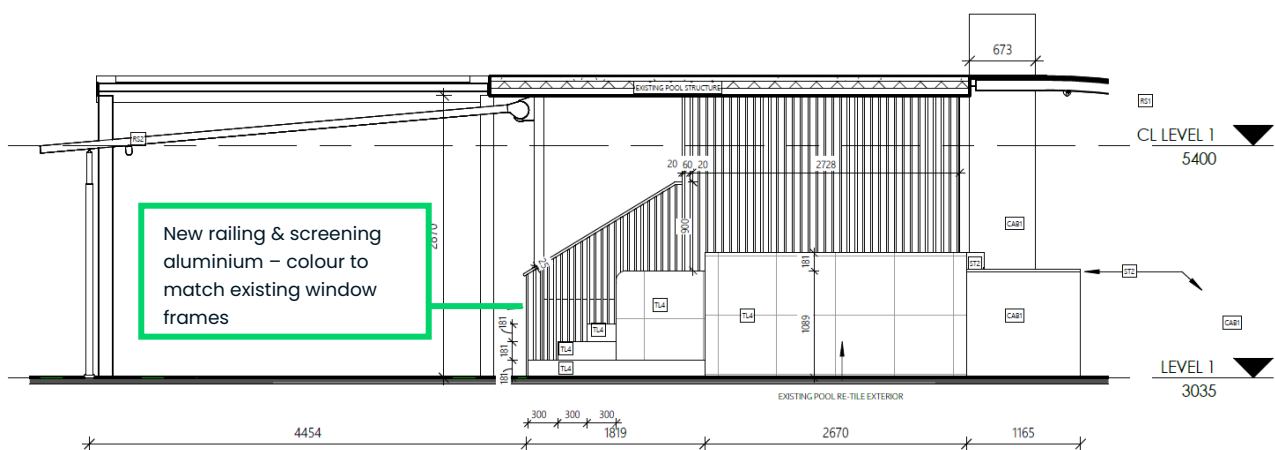
- Relocation of the window away from the block wall.
- Adjustment of the southern boundary line to align with the existing southern boundary, maintaining the area as an open terrace.
- Removal of louvres along the riverside glazing line.
- Retention of the external appearance of the 'Zen Garden' when viewed from the river and street, with the existing balcony line maintained.
- Provision of aluminium screening to match the colour of the existing window frames.

Please refer to **Figure 3**.

Figure 3 - Level 1 upgrades



Picture 5 Pool Elevation 1



Picture 6 Pool Elevation 2

Source: Woodsters.studio

3 Proposed Changes to Development Package

The following section outlines the proposed changes to the approval package. Specifically, text ~~struck through in red~~ indicates wording to be deleted and blue and underlined indicates proposed changes.

It is noted that the originally approved plans are higher-level drawings and do not reflect the level of detail now provided for this minor change application. Accordingly, it is requested that, as part of any decision, Council mark up the relevant approved plans in red to clearly identify the areas subject to change and to avoid ambiguity.

The plans requiring mark-ups are indicated in purple and underlined and intend to clearly indicate that:

- the proposed plans lodged with this minor change application supersede the approved plans only for the ground floor and rooftop of Unit 9, and
- all other units, building elements and approved plans remain unchanged and continue to apply.

3.1 Changes to Approved Plans and Documents

The following amendments to the list of approved drawings and documents are requested to ensure that any resultant approval correctly acknowledges the updated drawings and documents as shown in the table below.

Table 2 outlines the proposed plans only. All other approved plans and documents not referenced in this table remain as per the current approval (Council Ref: A001636210).

Table 2 Changes to approved plans and documents

Plan/ Document Name	Reference Number	Plan Date
<u>Ground Floor Plan</u>	<u>A103 Rev 9</u>	<u>22/04/2026</u>
<u>Level One – Four Plan</u>	<u>Q2279 Rev A103</u>	<u>20/12/2004</u>
<u>Level 1 Proposed Plan</u>	<u>A126 Rev 9</u>	<u>22/04/2026</u>
<u>Level Five Plan</u>	<u>Q2279 Rev A104</u>	<u>20/12/2004</u>
<u>Section B</u>	<u>A108 Rev 9</u>	<u>22/04/2026</u>
<u>Section A-A</u>	<u>Q2279 Rev A110</u>	<u>20/12/2004</u>
<u>Section C</u>	<u>A109 Rev 9</u>	<u>22/04/2026</u>
<u>Pool Structure</u>	<u>A129 Rev 9</u>	<u>22/04/2026</u>
<u>Level 1 Outdoor Kitchen Joinery</u>	<u>A130 Rev 9</u>	<u>22/04/2026</u>

3.2 Changes to Approved Conditions

A review of the conditions of approval indicate that no amendments are required as a result of the proposed changes.

Assessment of A Minor Change

Consideration has been given to the relevant matters for assessment a minor change in the *Planning Act*, having regard to the definition of a minor change in Schedule 2 and the assessment criteria in Section 81, as well as the 'substantially different development' test prescribed in the Development Assessment Rules.

3.3 Minor Change Criteria

Schedule 2 of the *Planning Act 2016* defines a minor change for a development approval. The relevant part of the minor change definition is stated as follows:

"Minor change means a change that...

...(b) for a development approval—

- (i) would not result in substantially different development; and*
- (ii) if a development application for the development, including the change, were made when the change application is made would not cause—*
 - (A) the inclusion of prohibited development in the application; or*
 - (B) referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or*
 - (C) referral to extra referral agencies, other than to the chief executive; or*
 - (D) a referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have regard to, when the application was made; or*
 - (E) public notification if public notification was not required for the development application."*

The proposed changes satisfy each of the criteria stated in this definition as the development:

- does not result in substantially different development (see assessment below);
- does not include prohibited development;
- does not trigger referral to a referral agency; and
- does not increase the level of assessment for the Development Application or trigger the requirement for Public Notification.

The following assessment further demonstrates that the proposed changes will not result in substantially different development.

3.4 Substantially Different Development Criteria

In respect to part (b)(i) of the definition of Minor Change and what constitutes a substantially different development, it is appropriate to have regard to Schedule 1 of the Development Assessment Rules which sets out the substantially different development ‘tests’. An assessment of the proposed changes against the substantially different development criteria in the Development Assessment Rules is included in the table below.

Guideline Criteria	Response
Involves a new use.	The proposed changes do not introduce a new use to the development. The changes only include increase in GFA and material upgrades of elevation of an approved multiple dwelling unit.
Results in the application applying to a new parcel of land.	The proposed changes do not result in the development applying to any additional parcels of land.
Dramatically changes the built form in terms of scale, bulk and appearance.	<p>The proposed built form changes are minor and will not “dramatically” change the existing built form for the following reasons:</p> <ul style="list-style-type: none"> ▪ The proposed changes to ground floor plan led to small increases in internal area and GFA. However, this increase is only minor and will not lead to a dramatic change in the built form. ▪ The Main Bedroom’s balcony has been marginally reduced. This change does not alter the external appearance of the ‘Zen Garden’ and remains consistent with the established balcony line. The resulting balcony area continues to comply with the approved standards for balcony provision. ▪ The level 1 changes do not include any GFA increase. The proposed changes are upgrades to the amenities and establishment of a pergola which does not increase the overall approved height. <p>The above demonstrates that the proposed changes will not dramatically change the appearance of the approved built form.</p>
Changes the ability of the proposed development to operate as intended.	The proposed changes are summarised in Section 2 of this report.

Guideline Criteria	Response
	<p>The proposed development is for increase the GFA of Level 1 and a few internal and external upgrades.</p> <p>The above demonstrates that the proposed changes will not prevent the development from operating as intended.</p>
Removes a component that is integral to the operation of the development.	No integral element of the existing development is proposed to be removed.
Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site.	There will be no change to the anticipated traffic generation of the proposal which would impact upon the external transport network. In addition, the proposal maintains the approved car parking arrangement.
Introduces new impacts or increases the severity of known impacts.	The proposed minor changes are not anticipated to introduce any new, or increase the severity of any known impacts, which are adverse and unacceptable.
Removes an incentive or offset component that would have balanced a negative impact of the development.	The development does not involve any incentives or offsets. Accordingly, this criterion is not relevant to the proposed minor change.
Impacts on infrastructure provision.	The proposed minor changes do not result in any material change to the scale or intensity of the approved development. The development, including the proposed changes, is intended to be serviced by the same infrastructure. Accordingly, the proposed development does not impact on infrastructure provision.

The above assessment demonstrates that the proposed changes will not result in substantially different development.

3.5 Prohibited Development

The proposed changes do not involve the introduction of any prohibited development into the development. Accordingly, the changes comply with criterion (b)(ii)(A) of the minor change definition.

3.6 Referral Agencies

If the application was lodged today, no referral of the application would be required under Schedule 10 of the *Planning Regulation 2017*. Accordingly, there will be no new or additional referral agencies as a result of the change.

3.7 Public Notification

Public notification was required for the original application. According to the assessment of the original application, the approved development achieved compliance with the applicable performance outcomes of the relevant codes of *Brisbane City Planning Scheme* and did not result in conflict with the Planning Scheme, which required the demonstration of relevant matters to justify a decision to approve the development.

The application, if remade with the proposed changes, would also be impact assessable. Given the minor scale of the proposed changes and consistency with the development approval, it is not considered that new submissions would be made. Therefore, the change application does not require public notification.

4 Owner's Consent

As the changes are confined to Unit 9 and do not affect any other units or common property, consent has been provided by the owner of Unit 9 and the Body Corporate. Consent from other unit owners is not required in this instance.

5 Application Fee

In accordance with Brisbane City Council's Schedule of Fees and Charges 2025-2026, a minor change to a development approval for residential development, under Section 81 of the *Planning Act 2016*, attracts a fee of \$4,576.00. The fee will be paid upon receipt of Council's fee quote.

6 Conclusion

As outlined in this letter, the proposed changes are demonstrated to be a Minor Change and do not comprise 'substantially different development' as described by the *Planning Act 2016* and Development Assessment Rules. Accordingly, we recommend Council approve the proposed changes.

We trust the supplied documentation is sufficient for Council to undertake a complete assessment of this proposal. If you have any questions or require further information, please contact Anmol Chhina (Consultant) or the undersigned on (07) 3007 3800.

Kind regards,

A handwritten signature in black ink, appearing to read "Sophie Lam". The signature is fluid and cursive.

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Appendix A

DA Form 5

Appendix B

Title Search and Land Owner's Consent

Appendix C

Existing Development Approval



Appendix D

Proposed Plans