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**APPLICATION REF**

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**B+B Reference:** 15332

**Date:** 9 April 2026

Brisbane City Council  
Development Services  
Via online portal

Dear Sir/Madam,

**RE: Request for Minor Change to an Existing Approval at 100 Holdsworth Street, Coorparoo, QLD, 4151**

On behalf of the Applicant, Body Corporate for Maasra Apartments Community Titles Scheme 55592, and in accordance with Sections 78 and 81 of the *Planning Act 2016* ("the Act"), we hereby submit a request for a minor change to approval A006881184 for which a Decision Notice was issued by Brisbane City Council on 12 December 2025 ("the approval"). The approval is in 2 stages and is for the following:

- Preliminary Approval for Building Work for Commercial Character Building – Demolition, Multi-Unit Dwelling, Restaurant, Shop, Medical Centre and Office
- Development Permit for Building Works (Multiple Dwelling)
- Development Permit for Material Change of use Multiple Dwelling, Restaurant, Shop, Medical Centre, Office

The approval was issued over Lot 1 on RP72461, Lot 57 on RP151968 and Lots 54-56 on RP12767 which have since been subdivided for the mixed-use development at the site. Refer to the duly completed Form 5 for the current lot descriptions.

The proposed change to the approval relates to Stage 1 only.

Pursuant to Section 79 of the *Planning Act 2016*, this request is made to Brisbane City Council as the responsible entity and the following correspondence constitutes written notice asking Council to make the requested changes identified herein.

This request is accompanied by the following documents and requirements of the *Planning Act 2016*:

- Attachment A – Planning Act Form 5 – Change Application and Title Search
- Attachment B – Owner's Consent and supporting Body Corporate documentation
- Attachment C – Amended Plans

Owner's consent from the owner of each unit/lot within the subject land has not been included because those premises are excluded premises as referred to in section 79(2)(c) of the Act, in that the change application does not materially affect the premises and because of the number of owners, it is impracticable to get their consent.

For Council's reference and consideration, the following letter details the required amendments to the Approval Package.

### Proposed Change

The proposed change application seeks to allow for additional balcony screening to units as outlined in Attachment B. A number of unit owners have requested additional balcony shading and privacy to existing habitable rooms and outdoor areas.

The body corporate have devised a balcony screening design which can be applied to all units subject to the change application if requested. As seen in the figure below and Attachment C, the screening will be of a uniform function, design and external appearance comprising moveable or bi-fold plantation shutters. A maximum 63% balcony coverage will be possible when fully extended/shut. The proposed screening aligns with the existing architectural design.

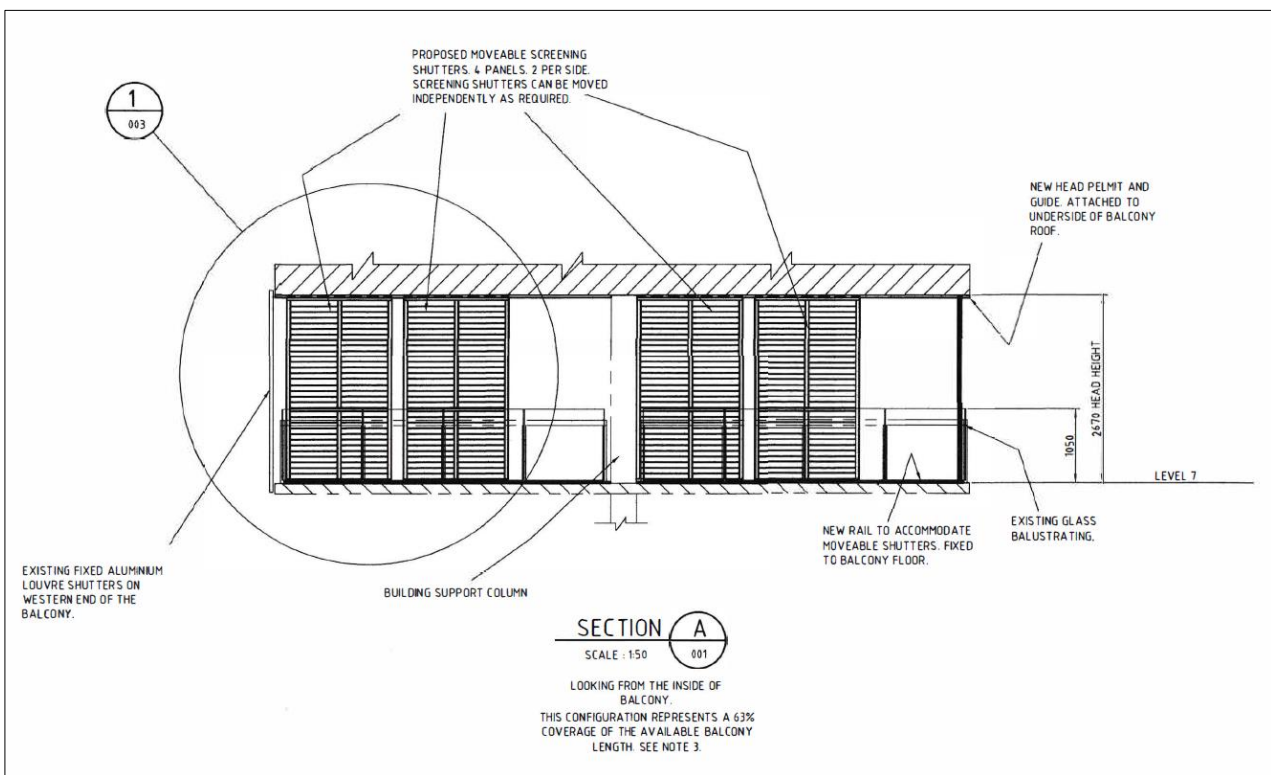


Figure 1: Proposed Environmental Balcony Screening (Attachment C)

### Multiple Dwelling Code

We have undertaken an assessment of the relevant sections of the Multiple Dwelling Code in the table below.

Table 9.3.14.3.A—Performance outcomes and acceptable outcomes

Performance outcomes	Acceptable outcomes	Response
PO16 Development provides screening and partial enclosure of balconies to:	AO16.1 Development where providing balconies with solid balustrades on the street frontage or visible from public	<b>AO16 Not applicable</b> No change to balustrades is proposed.



Performance outcomes	Acceptable outcomes	Response
<p><i>sustainable lifestyle through functional and climatically responsive building design, layout and orientation that:</i></p> <ul style="list-style-type: none"> <li>a) <i>reduces the need for mechanical heating, cooling and lighting;</i></li> <li>b) <i>ensures access to sunlight and natural heating, cooling and ventilation for residents;</i></li> <li>c) <i>provides protection and relief from the subtropical climate;</i></li> <li>d) <i>mitigates the impact of urban heat island.</i></li> </ul>	<ul style="list-style-type: none"> <li>a) floor-to-ceiling heights of at least 2.7m;</li> <li>b) habitable rooms with a minimum of 2 dual aspect windows or openings.</li> </ul> <p>Refer to Figure o and Figure p.</p> <hr/> <p>AO26.2</p> <p>Development includes:</p> <ul style="list-style-type: none"> <li>a) weather protection and sun shading to all external doors and windows to habitable rooms;</li> <li>b) deep recesses, eaves and sun-shading devices on the north-facing building facades;</li> <li>c) extensively shaded west-facing building facades using building and landscape elements such as adjustable screens, awnings or pergolas, green walls and planting.</li> </ul>	<p>features including floor-to-ceiling heights and windows or openings.</p> <hr/> <p><b>AO26.2 Complies</b></p> <p>A number of units are impacted adversely by westerly and north-westerly sun. The proposed adjustable balcony screening will significantly reduce impacts to occupants.</p>
<p>PO31</p> <p><i>Development must provide attractive and functional private open space for residents that:</i></p> <ul style="list-style-type: none"> <li>a) <i>is appropriately sized and located to enhance amenity and liveability for residents;</i></li> <li>b) <i>is designed to be functional for the use of the possible number of residents in each dwelling;</i></li> <li>c) <i>is designed to contribute to the form and detail of the building.</i></li> </ul> <p><i>Note—Private open space can be provided on ground, on balconies or in a structure over a platform, basement and on rooftops.</i></p>	<p>AO31.1</p> <p>Development provides private open space which comprises:</p> <ul style="list-style-type: none"> <li>a) for ground storey dwellings, a minimum area of 35m<sup>2</sup> with a minimum dimension of 3m;</li> <li>b) for dwellings above ground storey, a balcony with a minimum area of 12m<sup>2</sup> and a minimum dimension of 3m.</li> </ul> <hr/> <p>AO31.2</p> <p>Development provides for private open space areas that are:</p> <ul style="list-style-type: none"> <li>a) for the primary area, directly accessible from the internal primary living areas of the dwelling;</li> <li>b) provided with a screened area of 2m<sup>2</sup> minimum dimension capable of screening air-conditioning plant, private clothes drying, etc.;</li> <li>c) provided with adjustable, moveable or operable privacy screening where appropriate.</li> </ul>	<p><b>AO31.1 Not applicable</b></p> <p>The proposed development does not seek to change the area of private open space provided to the apartments.</p> <hr/> <p><b>AO31.2 Complies</b></p> <p>The proposed balcony screening will be adjustable, moveable and operable for the privacy and comfort of occupants. The screening does not seek to change the accessibility and function of the existing private open space areas.</p>

## Approved Plans and Documents

The following amendments to the Approved Drawings and Documents table is requested. Changes are shown in red.

Plan / Document Name	Reference Number	Prepared By	Dated
North-west elevation (Stage 1) – amended in red	MC401	Hal Hayes Anderson Lynch Architects Pty Ltd	16/08/2022
North-east Elevation Stage 1) South West Elevation (Stage 1) amended in red	MC402	Hal Hayes Anderson Lynch Architects Pty Ltd	16/08/2022
South-east elevation (Stage 1) – amended in red	MC403	Hal Hayes Anderson Lynch Architects Pty Ltd	16/08/2022
Attachment C Maasra "Balcony Environmental Screening" (BES) Proposal Lot 706 Proposed Screening Details	B	Phil Brookes	23/07/2025

## Conditions of Approval

The consequential changes to the approved Stage 1 conditions sought as a part of the proposed change are shown in red.

*12) Balconies and Terraces ~~to Remain Unenclosed~~*

*All balconies and terraces shown on the approved drawings and documents, are to remain unenclosed with no shutters, glazing, louvres or similar permanent fixtures other than those consistent with the relevant Brisbane Planning Scheme Codes/Policies ~~and~~ or as clearly depicted on the approved drawings and documents. Any Community Management Statement is to contain a by-law which reflects the requirements of this condition.*

## Minor Change Assessment

Schedule 2 of the *Planning Act 2016* defines a minor change for a development approval, as a change that would not result in *Substantially Different Development*.

Schedule 1 of the DA Rules further defines what constitutes Substantially Different Development for the purpose of determining if a change is a Minor Change. The following table addresses this criterion to demonstrate the proposed changes are not deemed substantially different development.

Table 1. Schedule 1 - Development Assessment Rules

4) A change may be considered to result in a substantially different development if the proposed change:	Response
(a) involves a new use	<b>Complies</b> The proposed change does not involve a new use.
(b) results in the application applying to a new parcel of land	<b>Complies</b> The proposed change does not apply to a new parcel of land.
(c) dramatically changes the built form in terms of scale, bulk and appearance	<b>Complies</b> No dramatic change to built form or scale is proposed.
(d) changes the ability of the proposed development to operate as intended	<b>Complies</b> The proposed change does not alter the ability of the development to operate as intended.
(e) removes a component that is integral to the operation of the development	<b>Complies</b> The proposed change does not remove any integral components.
(f) significantly impacts on traffic flow and the transport network, such as increasing traffic to the site	<b>Complies</b> The proposed change will not impact upon traffic flow and no change to the approved road layout is proposed.
(g) introduces new impacts or increase the severity of known impacts	<b>Complies</b> The change does not introduce any new impacts or increase the severity of known impacts.
(h) removes an incentive or offset component that would have balanced a negative impact of the development	<b>Complies</b> The proposed change does not remove any incentive or offset components.
(i) impacts on infrastructure provisions.	<b>Complies</b> The proposed change does not impact upon infrastructure provision.

On this basis, the proposed development is a minor change which is not substantially different to the existing approval.

The definition of a Minor Change within Schedule 2 of the *Planning Act 2016* also requires the applicant to demonstrate that if an application for the development were to be remade, the change does not result in one of the circumstances outlined below:

Table 2. Schedule 2 – Planning Act 2016

If a development application for the development, including the change, were made when the change application is made would not cause—	Response
(A) the inclusion of prohibited development in the application; or	<b>Not Applicable</b> The change application does not result in the inclusion of prohibited development.

If a development application for the development, including the change, were made when the change application is made would not cause—	Response
(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	<b>Not Applicable</b> The original application required referral. The proposed change application would not trigger referral to any additional referral agencies.
(D) a referral agency, in assessing the application under section 55(2), to assess the application against, or have regard to, a matter, other than a matter the referral agency must have assessed the application against, or had regard to, when the application was made; or	
(E) public notification if public notification was not required for the development application.	<b>Not Applicable</b> The original development application did not require public notification as it was code assessable. The proposed change application would not trigger public notification.

In light of the above assessment, the proposed changes are deemed consistent with the definition and nature of a minor change application.

**Conclusion**

In summary, it is considered that the proposed changes are minor in nature, resulting in development which is consistent with the approved development. We trust the above representations are sufficient for Council’s consideration of the requested change to the development approval. However, should you require any further information or clarification, please do not hesitate to contact the writer below, or Jacque Tait on 07 5631 8000.

Kind regards,



**Louisa Klemmt**  
**Town Planner**

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