Brisbane City Council ABN 72 002 765 795

City Planning and Economic Development Services
Development Services
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Dedicated to a better Brisbane

17 September 2026

Elizabeth Collyer
C/- Gilvear Planning Pty Ltd
PO Box 438
PADDINGTON QLD 4064

ATTENTION: Sera Rohan

Application Reference: A007097295
Address of Site: 14 GILLAN ST NORMAN PARK QLD 4170

Dear Sera

RE: Information request in accordance with the Development Assessment Rules

Council has carried out an initial review of the above application and has identified that further information is required to fully assess the proposal.

Lot Access and Street Trees

1) The proposal results in the creation of two lots with frontages of less than 10m. Subsequently, a shared access arrangement is required to be provided that is located centrally along the common property boundary of the proposed lots, in accordance with PO27/AO27.4 of the Subdivision code. Furthermore, it is Council's preference to retain the existing street trees at the Gillan Street frontage, where possible. Noting the request for a shared access, it is suggested that the northern-most street tree is retained and the centrally located street tree is removed and replaced at an appropriate location along the frontage.

a) Provide amended subdivision plans showing a shared access arrangement between the proposed lots that enables the retention of street trees where possible and demonstrating compliance with PO27/AO27.4 of the Subdivision code.

Upstream Connection

2) An existing foul water pipe servicing an upstream property traverses the site to the rear and is proposed to be removed as part of the future servicing arrangement. Insufficient information has been provided to demonstrate that the upstream property will be serviced following removal of the pipe.

a) Provide detailed design to demonstrate the provision of an appropriate upstream connection and continuity of service to affected upstream properties.

Erosion and Sediment Control

3) The development application package is incomplete, missing a signed Erosion Hazard Assessment (EHA) form.

a) Provide a completed and signed EHA form as required by Council's Infrastructure design planning scheme policy (PSP) Chapter 7, Table 7.11.2.1.A.

Urban Utilities (UU)

Council does not undertake water and sewer assessment of any planning applications. Contact UU on (07) 3432 2200 to discuss any water and sewer issues and whether you are required to submit an application to UU for assessment.

Responding to this request

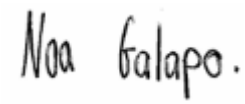
Your response should include a summary table which outlines any changes to performance outcomes and plans that have resulted from addressing the issues outlined above. The table should also include details of any supporting documentation.

If a response is not provided within the prescribed response period of three (3) months assessment of the application will continue from the day after the day on which the response period would have otherwise ended.

Email your response to DSPlanningSupport@brisbane.qld.gov.au quoting the application reference number A007097295.

Please phone me on the telephone number below during normal business hours if you have any queries regarding this matter.

Yours sincerely



Noa Galapo
Urban Planner
Planning Services South
Phone: (07)31782139
Email: Noa.Galapo@brisbane.qld.gov.au
Development Services
Brisbane City Council