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APPLICATION REF
A007033697



H4428GLA-TP-001-RequestToChangeDevelopmentApproval_S81MC

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26 May 2026

ATTENTION: ASSESSMENT MANAGER

Development Services
City Planning and Sustainability
Brisbane City Council
GPO Box 1434
BRISBANE QLD 4001

Lodgement: [Via BCC Development Assessment Portal](#)

Dear Sir/Madam

**RE: 107 & 109 GLADSTONE ROAD, HIGHGATE HILL QLD 4101
LOTS 4 & 5 ON REGISTERED PLAN RP197886
REQUEST TO CHANGE AN EXISTING DEVELOPMENT APPROVAL (MINOR CHANGE)
UNDER SECTION 78 & 81 OF THE PLANNING ACT 2016
BCC FILE REFERENCE NUMBER: A006743046**

We write on behalf of our client – Crestmead Nominees Pty Ltd A.C.N. 110 265 962 – with respect to the existing Development Approval that is attached to the land at 107 & 109 Gladstone Road, Highgate Hill QLD 4101, more particularly described as Lots 4 & 5 on Registered Plan RP197886 (“the Subject Site”).

APPLICATION HISTORY

December 2025

On 01 December 2025, Brisbane City Council issued a Decision Notice under Section 63 of the *Planning Act 2016* approving development application **A006743046** for:

- *Material Change of Use (Development Permit)* for a **Food & Drink Outlet, Office, Health Care Service & Shop.**

A copy of the current Development Approval package is enclosed as **Attachment D**.

PROPOSED CHANGES

Detailed documentation of the building has now been coordinated with the necessary Building Application consultant team, with architectural, structural and certification inputs now substantially aligned. A number of minor refinements to the design are still required to address final comments from Energex and to ensure full compliance with the National Construction Code. These changes are generally limited in nature and relate to service clearances, technical detailing and certification requirements prior to final issue for Building Approval.

The proposed changes are deemed minor in nature and will not materially alter the function of the property as previously approved.

The proposed changes are illustrated and annotated on the revised Architectural Proposal Plans prepared by HAL Architects Pty Ltd – **H4629NOR-TP101-TP603-Issue A** (enclosed as **Attachment B**).

Under Section 78(3)(c) of the *Planning Act 2016*, Brisbane City Council is the appropriate entity to assess this change application. The changes have been reviewed in the context of the statutory definition of a *minor change*, and it is considered that they satisfy the relevant criteria.

A detailed summary of changes is provided in the table below:

FLOOR/LEVEL	DRAWING NUMBER	DETAILS OF CHANGE
Site Plan	TP101	<ul style="list-style-type: none"> a. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. b. MC02 – Extension to pedestrian awning. c. MC16 – Air conditioning plant (services) added to roof. d. MC18 – Planter boxes removed.
Basement 2 Floor Plan	TP202	<ul style="list-style-type: none"> e. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. f. MC03 – Storage area removed. g. MC04 – Relocated columns and parking spaces. h. MC05 – Increased ramp width. i. MC06 – Reconfigured staircase. j. MC07 – Small lot car parking space relocated.
Basement 1 Floor Plan	TP203	<ul style="list-style-type: none"> k. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. l. MC04 – Relocated columns and parking spaces. m. MC05 – Increased ramp width. n. MC06 – Reconfigured staircase. o. MC08 – Medical waste store relocated. p. MC09 – Master Switch Board (MSB) relocated. q. MC10 – Pad Mount Transformer location offset from the boundary per Energex requirements. r. MC11 – Van loading relocated.

Ground Floor Plan	TP204	<ul style="list-style-type: none"> s. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. t. MC06 – Reconfigured staircase. u. MC12 – Tenancy area sizes adjusted. v. MC13 – Shared bathroom facilities incorporated. w. MC14 – Existing on-street parking reinstated. x. MC15 – Kitchenette and individual bathrooms removed.
Level 1 Floor Plan	TP205	<ul style="list-style-type: none"> y. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. z. MC12 – Tenancy area sizes adjusted. aa. MC13 – Shared bathroom facilities incorporated. bb. MC15 – Kitchenette and individual bathrooms removed.
Level 2 Floor Plan	TP206	<ul style="list-style-type: none"> cc. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. dd. MC12 – Tenancy area sizes adjusted. ee. MC13 – Shared bathroom facilities incorporated. ff. MC15 – Kitchenette and individual bathrooms removed.
Roof Plan	TP207	<ul style="list-style-type: none"> gg. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. hh. MC16 – Air conditioning plant (services) added to roof.
North Elevation	TP301	<ul style="list-style-type: none"> ii. MC17 – Screening battens removed. jj. MC18 – Planter boxes removed.
South Elevation	TP302	<ul style="list-style-type: none"> kk. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. ll. MC17 – Screening battens removed.
West Elevation	TP303	<ul style="list-style-type: none"> mm. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site. nn. MC17 – Screening battens removed. oo. MC20 – Glazing reconfigured.
East Elevation	TP304	<ul style="list-style-type: none"> pp. MC17 – Screening battens removed. qq. MC20 – Glazing reconfigured.
Section A	TP401	<ul style="list-style-type: none"> rr. MC20 – Glazing reconfigured.

Section B	TP402	<p>ss. MC01 – Front building wall/façade offset from front property boundary to ensure all structure (excluding awning) is contained within the subject site.</p> <p>tt. MC10 – Pad Mount Transformer location offset from the boundary per Energex requirements.</p>
Bin Room Details	TP603	uu. MC08 – Medical waste store relocated.

Table 1: Detailed summary of proposed changes to the approved development

In addition to the amendments outlined above, we have coordinated updated Civil Engineering Plans to reflect the changes sought to the stormwater design/upgraded configuration along the northern property boundary. A copy of the updated Civil Engineering Plans (**Attachment C**) will be provided to Council under separate cover shortly.

These plans should also form part of the modified approval package.

**

It is considered that the changes as proposed do not significantly differ from the development that was approved by Brisbane City Council on 01 December 2025. This correspondence, in conjunction with the attached documents, demonstrates that, where variations do exist, they do not result in a Development Application that cannot satisfy the current and relevant provisions of *Brisbane City Plan 2014*.

REFERRAL AGENCIES

No SARA referral trigger.

STATUTORY REQUIREMENTS - MINOR CHANGE TEST

As defined in Schedule 2 of the *Planning Act 2016*, a ‘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 had regard to, when the application was made; or
 - (E) public notification if public notification was not required for the development application.

An assessment of the proposed changes against the minor change provisions is provided below:

(i) would not result in a substantially different development

Schedule 1 of the *Development Assessment Rules (DA Rules)* outlines what changes may be considered to result in a substantially different development. These examples are assessed against the proposal in **Table 2** below:

DEVELOPMENT ASSESSMENT RULES - SCHEDULE 1 'SUBSTANTIALLY DIFFERENT DEVELOPMENT'	COMMENT
a. <i>Involves a new use.</i>	Not applicable. No new use is proposed.
b. <i>Results in the application applying to a new parcel of land.</i>	Not applicable. The amended application does not apply to a new parcel of land.
c. <i>Dramatically changes the built form in terms of scale, bulk and appearance.</i>	The proposed changes do not dramatically alter the scale, bulk and appearance of the approved mixed use building.
d. <i>Changes the ability of the proposed development to operate as intended.</i>	The proposed changes do not prevent the ability of the proposal to operate as intended.
e. <i>Removes the component that is integral to the operation of the development.</i>	No integral component of the building has been removed that will impede the operation of the building.
f. <i>Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site.</i>	The vehicular crossover and general car parking layout have been maintained in accordance with the original approval and as per the <i>TAPS PSP</i> . Significant impacts on traffic flow and the transport network, such as increasing traffic to the site will not result on account of the proposed change sought.
g. <i>Introduces new impacts or increase the severity of known impacts.</i>	The proposed minor amendments to the architectural plans will not introduce new impacts or increase severity of known impacts.
h. <i>Removes an incentive or offset component that would have balanced a negative impact of the development.</i>	Not applicable. It is not proposed to remove any incentive or offset components.
i. <i>Impacts on infrastructure provisions.</i>	There will not be significant impacts on infrastructure provision, location or demand as a result of the proposed amendments.

Table 2: Assessment of amended architectural plans against Schedule 1 of the *Development Assessment Rules (DA Rules)*.

Taking into account the definition of a substantially different development, the above table confirms the changes to the architectural plans do not result in a substantially different development.

(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

The proposed changes to the architectural plans do not constitute or include prohibited development.

- (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 had regard to, when the application was made; or*

The proposed changes to the architectural plans do not require referral to an additional/extra referral agency.

- (E) public notification if public notification was not required for the development application.*

When initially lodged, the application was subject to Impact Assessable procedures and was assessed against the relevant provisions of the *Brisbane City Plan 2014*. The proposed changes do not alter the category of development and assessment.

SUPPORTING INFORMATION

Please find enclosed the following documents in support of this request:

- A duly executed *Planning Act* DA Form 5;
- **Attachment A:** Landowners Consent Form;
- **Attachment B:** Amended Architectural Proposal Plans (**Issue A**) prepared by HAL Architects;
- **Attachment C:** Amended Civil Engineering Drawings prepared by Westera (RPEQ);
- **Attachment D:** Current BCC Development Approval (BCC Ref: A006743046); &

As per the Brisbane City Council Development Assessment Fees 2025–26, we understand a fee of **\$3,432.00** applies. As the application is being submitted electronically, we kindly request that Council issue a fee quote made payable to Crestmead Nominees Pty Ltd - A.C.N 110 265 962.

We submit that the proposed amendments are consistent with the definition of a *minor change* under the *Planning Act 2016* and are suitable for Council's support. We respectfully request that Council issue an amended Decision Notice formalising the proposed changes at its earliest convenience.



Should you have any questions or require further clarification, please do not hesitate to contact us.

A handwritten signature in blue ink, appearing to read 'Adam Lockhart'.

Kind Regards,

Adam Lockhart
BBE (URP) MPIA
Director – Town Planning

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