



Dedicated to a better Brisbane

19 June 2026

Chris Metcalf
C/- Council Approval Group
PO Box 7228
LEURA NSW 2780

ATTENTION: Grace Facer

Application Reference: A007041697
Address of Site: 107 LYTTON RD BULIMBA QLD 4171

Dear Grace

RE: Action Notice - Application not 'properly made'

RE: Request for extension of response to action notice period under the *Planning Act 2016*

Thank you for your email received on 18 June 2026 requesting an extension to the period to respond to the action notice issued by Council on 10 June 2026.

Under section 3.2 of the Development Assessment Rules, I agree to extend the action notice response period until **17 July 2026**.

Please note that if a response is not received by this date, the application will be taken to have not been made.

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

Yours sincerely

Biljana De Sousa
Planning Paratech
Planning Application Review Service
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Email: biljana.desousa@brisbane.qld.gov.au
Development Services
Brisbane City Council