



Dedicated to a better Brisbane

03 September 2026

Kirsty Faichen
C/- Brisbane Town Planning Pty Ltd
PO Box 25
GRANGE QLD 4051

ATTENTION: Peta Charles

Application Reference: A007085935
Address of Site: 124 SHERWOOD RD TOOWONG QLD 4066

Dear Peta,

RE: Information request in accordance with the Development Assessment Rules

An initial review of the above application and has identified that further information is required to fully assess the proposal and demonstrate achievement of the relevant outcomes City Plan 2014.

External works

Landscape and circular drive

- 1) Further detail is required regarding the proposed built form, material palette and visual appearance of the landscape works.

Provide amended plans and/or a landscape concept plan including:

- a) Any proposed new hard landscaping, including driveway surface treatments, paving materials, edging, retaining walls, external stairs and associated finishes;
- b) The location, dimensions, and finishes of all retaining walls and external stairs;
- c) A schedule identifying the colours and materials proposed for each element;
- d) Retention of existing vegetation and any proposed planting, including the species, demonstrating how the landscape works will complement the cultural heritage significance of the site.

Internal upper ground floor works

Proposed skylight

- 2) Further information is required regarding the proposed skylight within the ground floor hallway. The heritage report (page 20) indicates that the original lathe and plaster ceiling remains intact at the proposed location.

Provide the following:

- a) Details demonstrating how the existing lathe and plaster ceiling will be retained and stabilised as part of the works; and
- b) Detailed drawings of the proposed skylight, including the installation method and any associated lightwell construction.

Proposed linen cupboard

- 3) Further information is required regarding the proposed removal of the original door leaf to facilitate the linen cupboard.

Provide revised plans and details demonstrating:

- a) Retention and reuse of the original door leaf, including re-swinging the door to accommodate the proposed linen cupboard; and
- b) Retention of the existing original architraves, door reveals and glazed top light as part of the proposed works.

Proposed ensuite

- 4) Further information is required regarding the proposed demolition of the internal wall to create the new ensuite. Based on the available information, it is not evident that the wall is a later alteration, with the existing door openings suggesting it may form part of the original layout.

Provide revised plans demonstrating:

- a) Retention of the existing wall, with a new opening incorporated to achieve the proposed layout; and
- b) Retention of a bulkhead and nib walls to allow the original room configuration to remain legible and interpretable.

Rear verandah

- 5) Further information is required regarding the proposed removal of original rear verandah elements. These elements appear to contribute to the significance of the heritage place and their removal has not been sufficiently justified.

Provide revised plans demonstrating the retention of:

- a) The original decorative cast iron verandah post identified in the heritage report; and
- b) The early timber staircase connecting the upper and lower verandahs; or;
- c) Evidence demonstrating that the staircase is not original.

Internal lower ground floor works

Original door and window openings

- 6) Further information is required regarding the proposed changes to original door and window openings, as these elements appear to form part of the original fabric and contribute to the heritage significance of the place.

Provide revised plans demonstrating:

- a) Retention of original door and window openings, including original door leaves where existing, with doors fixed shut if required; and
- b) Retention of original casement windows and associated openings, or further justification for their alteration or removal.

Original internal walls

- 7) Further information is required regarding the proposed demolition of an original masonry wall within the heritage place. The removal of this wall would alter the original planning and spatial arrangement of the heritage place and effectively result in the loss of the original billiard room. The proposal has not sufficiently demonstrated that the removal of this element will conserve the cultural heritage significance of the place.

Provide revised plans demonstrating:

- a) Retention of the original masonry wall and the existing configuration of the original billiard room.

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 A007085935.

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

Yours sincerely,



Flora Wehl
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Development Services
Brisbane City Council