

Our Reference: UP25201  
Council Reference: A006973028



**ULTIMATE  
PLANNING  
SOLUTIONS**

Town Planning  
Property Development



04 June 2026

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

Attention: Farnoosh Shokoofan

**COUNCIL REFERENCE:** A006973028  
**PROPOSED APPLICATION:** DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR ROOMING ACCOMMODATION  
**PROPERTY ADDRESS:** 8 PONSONBY STREET, ANNERLEY QLD 4103  
**REAL PROPERTY DESCRIPTION:** LOT 10 // RP902779

Ultimate Planning Solutions act on behalf of the applicant in addressing the matters raised by Brisbane City Council (B.C.C) through the information request dated 13 April 2026. This response relates specifically to development application A006973028.

We hereby confirm the following to present a full response to all matters raised by the BCC.

### ***Carparking***

1. *The proposed carparking layout has not adequately addressed the requirements contained in the Transport, access, parking and servicing (TAPS) planning scheme policy (PSP). Parking spaces adjacent to walls or obstructions over 150mm in height must be increased in width to preserve door opening areas. This will also result in a rearrangement of the adjacent parking spaces which are listed below. A terminated aisle treatment is also required to facilitate manoeuvring by the form of either a 2m extension of the aisle (AS2890.1 specifies 1m extension) or a widening of the aisle behind the space to 8m. Neither an extension nor an aisle widening is provided.*
  - a) *Submit a Traffic Statement by a Registered Professional Engineer of Queensland (RPEQ) and revised plans which address the following:*
    - i. *Space 3 is adjacent to fencing along the driveway ramping and should increase in width by 300mm.*
    - ii. *An increase in the width of space 3 to achieve 0.3m additional separation from the fence will likely require spaces 1 to 3 be rearranged such that spaces 1 and 2 are 2.5m wide (less than the 2.6m sought in TAPS PSP but compliant with AS2890.1) and space 3 is 2.8m wide (2.5m + 0.3 for separation from fence). Spaces 1 to 3 are to be 5.4m in length, as vehicles cannot overhang the front of the spaces due to fencing and the access ramp.*



- iii. *Parking space 4 also appears to be adjacent to a high obstruction and should be increased to provide an additional 0.3m bay width to that side.*
- b) *Provide amended plans for the parking layout, specifically for space 4, providing a 2m extension of the aisle (AS2890.1 specifies 1m extension) or a widening of the aisle behind the space to 8m.*
  - i. *Designating space 4 as a 'small car' space (2.3m wide x 5.0m long) would both provide 0.3m bay width for door opening against a high obstruction and the resulting ~7m aisle width would better accommodate manoeuvring of a small car in lieu of a terminated aisle extension.*

**RESPONSE:**

*The car parking layout has been reviewed and addressed by the project traffic engineer. A supporting RPEQ Traffic Response has been prepared, which confirms the amended car parking arrangement appropriately responds to the requirements of the Transport, access, parking and servicing planning scheme policy and AS2890.1.*

*The amended layout addresses Council's concerns regarding bay widths, door opening clearance adjacent to obstructions, bay lengths, and manoeuvring at the terminated aisle.*

*Council is referred to the supporting RPEQ Traffic Response and amended car parking layout plans prepared by Zekacorp, which are submitted with this response.*

**Refuse**

- 2. *The proposal includes 15 rooms across two floors which consist of double beds within each room. Due to this, the Rooming Accommodation use has the potential to accommodate two occupants per bedroom. Therefore, the development is required to provide a refuse storage solution to cater for a maximum yield of thirty (30) occupants at 60L per occupant, per waste stream, per week. In accordance with PO9/AO9 of the Rooming accommodation code and PO8/AO8.1 and AO8.2 of the Infrastructure design code, demonstrate the following:*
  - a) *Provide amended architectural plans which demonstrate the development has provided a roofed and wholly screened refuse enclosure which has a minimum Gross Floor Area (GFA) of 10.8m<sup>2</sup> based on the required bulk bins (internal dimensions of 3.6m x 3m).*
  - b) *The dimensions and GFA must be clearly demonstrated on the amended plans.*
- 3. *The proposal is seeking kerbside collection, however onsite collection is required for rooming accommodation. In accordance with PO19/AO19.2, AO19.3 of the TAPS code, PO8/AO8.1 and AO8.2 of the Infrastructure design code and Brisbane Standard Drawing (BSD) BSD-3008-2, provide the following:*
  - a) *Provide an RPEQ certified swept path analysis for a Refuse Collection Vehicle (RCV) which demonstrates safe and efficient on-site servicing. The swept path must utilise a 6s lock-to-lock and a 9.757m kerb-to-kerb turning radius.*
  - b) *Utilising amended plans, demonstrate the transfer path from the refuse enclosure to the rear of the RCV is clear of obstructions and does not exceed a greater than 1:20 gradient.*



- c) *If the intent is to utilise a private contractor for onsite servicing, provide a letter or e-mail (on-letter head) from the preferred private waste contractor who will be servicing the site which stipulates that they have the subject vehicle within their Brisbane Fleet that will be servicing the site, with the letter to demonstrate the servicing frequency and advise of the vehicle specifications (i.e., length, width, track, operational height, lock to lock time, kerb-to-kerb radius).*
4. *Council core services include general refuse, commingled recycling and green waste. To support sustainable development and landfill diversion, Council encourages the use of its green waste service. If the development is proposing to utilise the green waste service from Council, amend the proposal plans to demonstrate sufficient storage and kerbside presentation area for the required number of 240L green waste mobile garbage bins*

**RESPONSE:**

The applicant confirms that the development will accommodate a maximum of 15 persons on-site at any one time. To this point, the applicant accepts a condition of approval limiting occupancy to a maximum of 15 persons, should Council consider this necessary.

On this basis, the required refuse storage has been calculated having regard to Council's waste policy requirements under the City Plan, based on the confirmed maximum occupancy of 15 persons rather than a theoretical occupancy of 30 persons.

The amended plans demonstrate that sufficient refuse storage is provided to service the development. The applicant has elected to utilise larger wheelie bins to reduce the total number of bins required for kerbside collection, while still providing the required waste capacity for the use.

Council is referred to the amended architectural plans prepared by Robert Totten Design, which identifies the proposed refuse storage area and bin arrangement.

In relation to green waste, the development does not propose to rely on Council's green waste collection service. Any green waste generated on-site will be managed privately as part of regular landscape maintenance. Accordingly, no additional 240L green waste bin storage or kerbside presentation area is required.



### **Landscape Concept Plan – Documentation**

5. *The proposal does not include enough information to allow Council to assess the proposal against the detailed provisions of the planning scheme, including the Multiple dwelling code PO28, PO29 and PO30 and the Landscape works code.*

*A landscape concept plan prepared by a qualified Landscape Architect is required. A well resolved landscape concept plan will likely result in the conditioning of the works for private certification.*

- a) *Provide a landscape concept plan indicating a scale bar and linear line dimensions (such as the width of garden beds), to allow for Council Officers to measure electronically.*

*The landscape concept plan is to show the following details and demonstrate how the concept design will address any performance outcomes for the proposal:*

- i. *the extent, function and character of areas to be landscaped, finished surface levels and gradients, and details of walls and fencing.*
  - ii. *the proposed deep planting zones with both dimensions and calculations for the percentage of total site area being met, noting that there are to be no obstructions, including built form/roof overhang, fencing, pathways and engineering infrastructure within the deep planting zones.*
  - iii. *Proposed mulch deep planting zones with shade trees.*
  - iv. *Demonstrate how the landscape side screening along the boundaries will be able to mitigate the impacts of the built form and to ensure that adequate landscape screening can be achieved to contribute to the local character, amenity and microclimate for the development and adjoining residences.*
  - v. *The layout of ground floor landscape areas is to meet both the functionality and landscape requirements under the Multiple dwelling code. Indicate the structure of the ground floor open space layout/s with a legend – showing the extent of surface treatments (paved/turf areas), clothes lines, bins, water tanks, hot water systems, air conditioning units and the location of communal areas, shade tree planting, proposed garden beds, screen planting and mulched deep planting zones etc.*
  - vi. *All deep planting areas and landscape areas are to be provided with maintenance access, and this is to be shown on the drawings.*
  - vii. *an indicative planting plan, or plant palette together with a detailed legend to demonstrate that planting design will address functional requirements.*
- b) *Please refer to the attached links for LCP fact sheet.*  
*<https://www.brisbane.qld.gov.au/content/dam/brisbanecitycouncil/corpwebsite/building-and-planning/documents/guide-to-preparing-a-landscape-concept-plan.pdf>*



**RESPONSE:**

The applicant does not consider that a Landscape Concept Plan is required in this instance.

The proposal does not involve any fundamental structural or locational changes to the existing building. The works are limited primarily to the internal fitout and use of the existing building, with no material change to the building footprint, setbacks, built form presentation or existing landscaped areas.

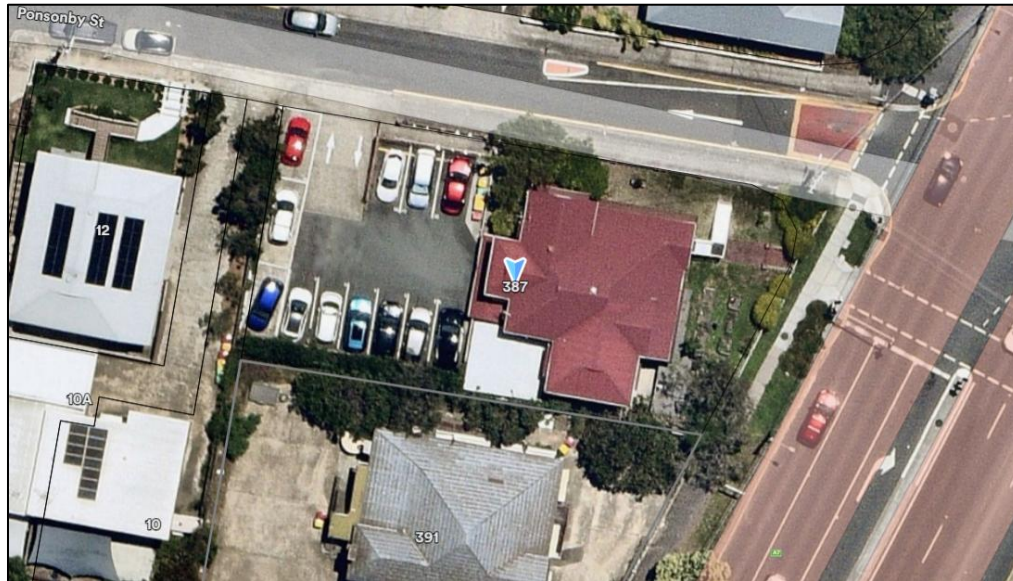
As the existing building form and site layout are being retained, the existing landscape character of the site will also be maintained, including the existing landscaping elements and landscaped interfaces to adjoining properties.

On this basis, the proposal does not create any new or additional landscape impacts requiring a detailed Landscape Concept Plan. The existing landscaped setting will continue to contribute to the local character, amenity and presentation of the site.

Accordingly, it is considered that the proposal can be appropriately assessed on the basis of the existing site conditions and submitted architectural plans.

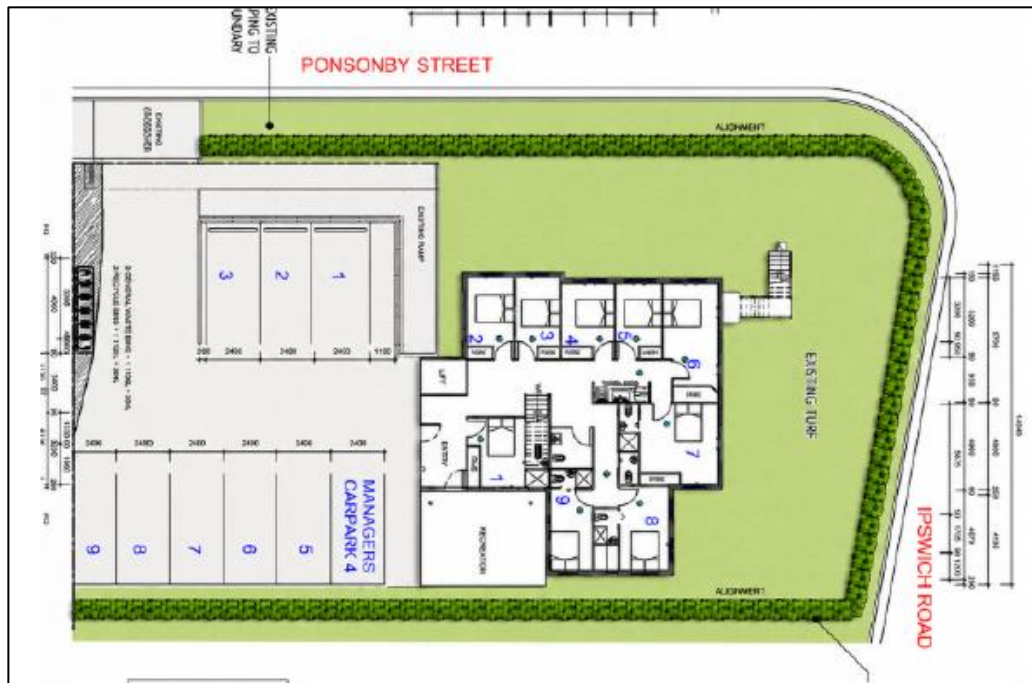


***Figure 1: Site photograph confirming all existing landscaping to be retained as part of this development application.***



**Figure 2: Aerial imagery confirming all existing landscaping to be retained as part of this Development Application.**

A basic landscape plan is provided for conditioning to ensure that exiting landscaping in retained.



**Figure 3: Excerpt from Landscape plan.**



### **Roof Form**

- 6 *The proposed drawings of the dwelling do not accurately show the correct roof form with second gable to Ipswich Road frontage or the existing awnings and gabled pediment detailing to the frontage along Ponsonby St.*
- a) *Provide amended architectural plans accurately showing the roof form and the details mentioned above.*

### **RESPONSE:**

The architectural plans are amended to accurately show the roof form. The development application confirms no change to roof form is proposed as part of the application. All existing to be retained.

### **Future Road Widening**

- 7 *The proposed development and the submitted plans do not account for the potential 'not to prejudice' future road widening that may be required on the corner of Ipswich Road and Ponsonby Road. Council may require amended plans in accordance with PO3 and PO4 of the Road hierarchy overlay code showing the future road widening demonstrating that no permanent structures, vehicle manoeuvring, or parking areas will encroach into these designated widening area.*

*Further information will be provided as soon as it is available.*

### **RESPONSE:**

The applicant notes Council's comments regarding the potential future road widening at the corner of Ipswich Road and Ponsonby Road.

At this stage, the proposal does not involve any fundamental structural or locational changes to the existing building. The works are limited primarily to the internal fitout and use of the existing premises. On this basis, the proposal does not introduce new permanent built form, vehicle manoeuvring areas or parking areas within any future road widening area.

The existing building, site layout and access arrangements are retained, and the proposal will not prejudice any future road widening outcome sought by Council under PO3 and PO4 of the Road hierarchy overlay code.

Should Council provide further information identifying the extent of any future road widening requirement, the applicant will review the submitted plans and provide any necessary clarification to confirm that the proposed use and associated internal fitout will not compromise the delivery of the future road widening.

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## CONCLUSION

This written response along with supporting documents represents a full and complete response to matters raised by Council.

Should you have any questions concerning the development application, please do not hesitate to contact the undersigned on 07 5649 8665.

Yours sincerely,

*Chris Selten*

**Chris Selten**  
Company Director  
*Ultimate Planning Solutions*

***Attachments:***

- 1. Revised architectural plans by Robert Totten Designs.***
- 2. Traffic and carparking assessment by Zekacorp.***
- 3. Landscape plan by Ultimate Planning Solutions.***