

# APPLICATIONS THAT MAY BE APPROVED BY DELEGATED AUTHORITY

## Applications to be approved by Delegated Authority

The development applications listed below can be determined by delegated authority. The applications must completely comply with the Planning Scheme requirements, and have no submissions made against the application. Applications that are determined by delegated authority have faster turn around times, as they are not required to be considered at a Council meeting.

### 1. RECONFIGURING A LOT

- a. Easements;
- b. Leases;
- c. Boundary re-alignments;
- d. One into two lot reconfigurations;
- e. Reconfiguring a Lot containing less than 20 lots.

### 2. MATERIAL CHANGE OF USE (CODE ASSESSABLE)

All Code Assessable applications that comply with the Planning Scheme which include but not limited to:

- a. House (where triggered by an overlay);
- b. Home Based Business;
- c. Short Term Accommodation;
- d. Dual Occupancy;
- e. Development in Industrial planning areas;
- f. Development in Business or Commercial planning areas;
- g. Development of Retail uses.

### 3. MATERIAL CHANGE OF USE (IMPACT ASSESSABLE)

Impact Assessable applications that comply with the Planning Scheme and do not have submissions made against them, including but not limited to:

- a. Home Based Business;
- b. Short Term Accommodation less than 60 rooms;
- c. Dual Occupancy;
- d. Multi-Unit Housing less than 20 units;
- e. Development in Industrial planning areas;
- f. Development in Business or Commercial planning areas;
- g. Development of Retail uses less than 10,000m<sup>2</sup> Gross Floor Area.

## DELEGATED AUTHORITY

This guide is one of a series of guides which has been prepared to assist people interpret CairnsPlan and implement the Integrated Development Assessment System

Applications can be:

Lodged at the  
Customer Service  
Centre at the Council  
Administration Centre  
119 – 145 Spence  
Street

**For further enquiries:**  
Please contact the  
Customer Service  
Centre on  
07 4044 3044

**4. MATERIAL CHANGE OF USE (CODE OR IMPACT ASSESSABLE)**

That do not fully comply with the Planning Scheme and that do not have submissions made against them where the development that does not comply with the listed acceptable solutions, however the development does satisfy the performance criteria, except where such performance criteria relates to car parking or height of buildings or structures.

**5. GENERAL**

- a. Negotiated decisions for applications determined by delegation;
- b. Amendments / changes to conditions for applications determined by delegation;
- c. Request for changes to the application, conditions or approved plans, determined by delegation.

**6. NOT TO BE DETERMINED BY DELEGATION**

- a. Any application that the Mayor, Chair of Committee, Divisional Councillor, General Manager City Development, Manager City Assessment, or the Chief Executive Officer, determines needs Council's consideration;
- b. Residential unit development in buildings exceeding a height of 11.5 metres (Tall Buildings) as defined in the Scheme;
- c. Brothels;
- d. Preliminary Approvals which establish unique Tables of Development;
- e. Major Shopping Centres or extensions to existing Centres greater than 10,000m<sup>2</sup>;
- f. Original applications for Master Planned Estates;
- g. All applications that are recommended for refusal;
- h. All applications where submissions are received against the application;
- i. All policy matters;
- j. All aspects relating to Appeals once the Notice has been lodged e.g. Council decision to continue with the defence, enter into a consent order, or allow the appeal;
- k. Signage matters;
- l. Applications that do not fully comply with the Planning Scheme in respect of car parking and height of buildings or structures.

(By Council resolution 24 February 2005)

**Applications can be lodged at:**

The Customer Service Centre at the Council Administration Centre  
119 – 145 Spence Street

**For further enquiries:**

Please contact the Customer Service Centre on  
07 4044 3044