



Material change of use assessable against a planning scheme—IDAS form 5

(Sustainable Planning Act 2009 version 1.0 effective 18 December 2009)

This form must be completed for development applications for a material change of use assessable against a planning scheme.

You **MUST** complete **ALL** questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all development applications, you must:

- complete *Application details—IDAS form 1*
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* or the *Sustainable Planning Regulation 2009*.

This form can also be used for development on strategic port land under the *Transport Infrastructure Act 1994*.

This form can also be completed online using Smart eDA at www.smarteda.qld.gov.au

1. How is the premises identified/zoned in the applicable planning scheme? (if the premises involves multiple zones, clearly identify the relevant zone for each lot in a separate row in the below table. Non-mandatory)

Lot description (i.e. street address or lot on plan details)	Applicable zone/precinct	Applicable overlays

2. How is the proposed use/s defined in the applicable planning scheme?

General explanation of the proposed use	Planning scheme definition (include each definition in a new row) (non mandatory)	No. of dwelling/ tenancy units (if applicable)	Days and hours of operation (if applicable)	No. of employees (if applicable)



3. What type of approval is being sought for the material change of use?

development permit preliminary approval both—provide details below

4. Are there any current approvals associated with this application for the change of use of the premises? (e.g. a preliminary approval)

No Yes—provide details below

List of approval reference/s	Date approved	Date approval lapses

5. Does the proposed use involve (tick applicable box/es)

- | | | |
|---|-----------------------------|------------------------------|
| the reuse of existing buildings on the premises | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| new building work on the premises | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| the reuse of existing operational works on the premises | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| new operational work on the premises | <input type="checkbox"/> No | <input type="checkbox"/> Yes |

6. Confirm that the following mandatory supporting information accompanies this application

All applications	Confirmation of lodgement	Method of lodgement
<p>a site plan drawn to scale (1:100, 1:200 or 1:500 are the recommended scales) which shows the following:</p> <ul style="list-style-type: none"> the location and site area of the land to which the application relates (<i>relevant land</i>) the north point the boundaries of the relevant land any road frontages of the relevant land, including the name of the road the location and use of any existing or proposed buildings or structures on the relevant land (note: where extensive demolition or new buildings are proposed, two separate plans (an existing site plan and proposed site plan) may be appropriate) any existing or proposed easements on the relevant land and their function the location and use of buildings on land adjoining the relevant land all vehicle access points and any existing or proposed car parking areas on the relevant land. Car parking spaces for persons with disabilities and any service vehicle access and parking should be clearly marked. for any new building on the relevant land, the location of refuse storage the location of any proposed retaining walls on the relevant land and their height 	<input type="checkbox"/> confirmed	



<ul style="list-style-type: none"> the location of any proposed landscaping on the relevant land the location of any stormwater detention on the relevant land 		
a statement about how the proposed development addresses the local government's planning schemes and any other planning documents relevant to the application	<input type="checkbox"/> confirmed	
a statement about the intensity and scale of the proposed use (e.g. number of employees, days and hours of operation, number of visitors, number of seats, capacity of storage area etc.)	<input type="checkbox"/> confirmed	
information that states: <ul style="list-style-type: none"> the existing or proposed floor area, site cover, maximum number of storeys and maximum height above natural ground level for existing or new buildings (e.g. information regarding existing buildings but not being reused) the existing or proposed number of on-site car parking bays, type of vehicle cross-over (for non-residential uses) and vehicular servicing arrangement (for non-residential uses) 	<input type="checkbox"/> confirmed <input type="checkbox"/> not applicable	
When the application involves the reuse of existing buildings		
plans showing the size, location, existing floor area, existing site cover, existing maximum number of storeys, and existing maximum height above natural ground level of the buildings to be reused	<input type="checkbox"/> confirmed <input type="checkbox"/> not applicable	
When the application involves new building work (including extensions)		
floor plans drawn to scale (1:50, 1:100 or 1:200 are the recommended scales) which show the following: <ul style="list-style-type: none"> the north point the intended use of each area on the floor plan (for commercial, industrial or mixed use developments only) the room layout (for residential development only) with all rooms clearly labelled the existing and the proposed built form (for extensions only) the gross floor area of each proposed floor area 	<input type="checkbox"/> confirmed	
elevations drawn to scale (1:100, 1:200 or 1:500 are the recommended scales) which show plans of all building elevations and facades, clearly labelled to identify orientation (e.g. north elevation)	<input type="checkbox"/> confirmed	
plans showing the size, location, proposed site cover, proposed maximum number of storeys, and proposed maximum height above natural ground level of the proposed new building work	<input type="checkbox"/> confirmed <input type="checkbox"/> not applicable	
When the application involves reuse of other existing works		
plans showing the nature, location, number of on-site car parking bays, existing area of landscaping, existing type of vehicular cross-cover (non-residential uses), and existing type of vehicular servicing arrangement (non-residential uses) of the works to be reused	<input type="checkbox"/> confirmed <input type="checkbox"/> not applicable	



When the application involves new operational work		
plans showing the nature, location, number of new on-site car parking bays, proposed area of new landscaping, proposed type of new vehicle cross-cover (non-residential uses), proposed maximum new vehicular servicing arrangement (non-residential uses) of the proposed new operational works	<input type="checkbox"/> confirmed <input type="checkbox"/> not applicable	

Notes for completing this form:

- This form can also be used for a material change of use assessable against the land use plan for Cairns airport land or Mackay airport land. Whenever a planning scheme is mentioned, take it to mean the land use plan for the airport land.

Privacy—please refer to your assessment manager for further details on the use of information recorded in this form.

OFFICE USE ONLY

Date received	<input type="text"/>	Reference numbers	<input type="text"/>
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The *Sustainable Planning Act 2009* is administered by the Department of Infrastructure and Planning. This form and all other required application materials should be sent to your assessment manager and any referral agencies.