

Pre-Lodgement Meeting Application

What is a Pre-lodgement Meeting?

A pre-lodgement meeting provides an opportunity for applicants to present a development proposal to Council Officers for preliminary comment and consideration. Meeting duration is 30 minutes. A Fee applies and is paid on lodgement of your request. Plans and supporting documentation are required.

A pre-lodgement meeting is not intended to pre-empt a final decision in relation to a development application which will be the subject of detailed assessment in accordance with the Planning Act 2016 and Redland City Plan.

Pre-lodgement meetings are not mandatory. However, it may provide the applicant with useful preliminary comments that may assist with the decision to proceed with the development application.

Council strongly advises that for all applications (other than of a minor nature) the applicant engages a suitably qualified consultant to represent them as these meetings.

Mandatory requirements

Applicant Details

Applicant's Name/s (individual or company name in full)

For companies – contact name

Postal address

<input type="text"/>			
<input type="text"/>			
Suburb	<input type="text"/>		
State	<input type="text"/>	Postcode	<input type="text"/>
Country	<input type="text"/>		

Contact telephone number

Mobile number (non-mandatory requirement)

Email address

By providing your email address, you consent to receiving all correspondence in relation to this application, electronically.

Property Details

Property address					
Suburb			Postcode		
Lot number		Plan number		Area of land (m ²)	
Zoning(s) on land					
Overlay(s) on land					

Recommended Plans and Documentation

To assist Council officers in understanding your proposal, please provide as much of the following information as possible.

Details of proposed development

Particular issues requested to be considered

Site Plans

Include a Site Layout Plan of the proposal detailing the nature and scale of the proposal including its respective activities.

	Scale 1:100 or 2:200
	Real property description/s of subject site and current land use
	Contours, Australian Height Data on ground levels and North Point
	Natural drainage lines or watercourses and proposed method of stormwater drainage, and overland flow path
	Existing underground services, connection points and easements (if any)
	Existing pedestrian and vehicle access points
	Proposed cut and fill and the existing natural ground level
	Proposed stormwater drainage, including underground and overland flows
	External major (or potentially annoying) noise sources

List of attendees

To assist Council officers in the booking of your request, please provide as much information as possible.

Submit

- in person at Council's [Customer Service Centres](#)
- by mail, PO Box 21, Cleveland Qld 4163
- by email to rcc@redland.qld.gov.au or fax on (07) 3829 8765.

Information Privacy Act 2009 – Redland City Council is collecting your personal information in order to process this application. The information will only be used by authorised Council Officers for the purpose of this application and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law to do so.
