

State Facilitated Development

Applicant Supporting Information

The Department of State Development, Infrastructure and Planning connects industries, businesses, communities and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive and resilient communities.

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Introduction

The purpose of this document is to provide applicants with an overview of the State Facilitated Development (SFD) assessment pathway and timeframes, and to set out the expectations and obligations of the parties involved. This document includes the following parts:

- Part 1 – State Facilitated Development framework;
- Part 2 – Declaration and Assessment;
- Part 3 – Changes and extensions to SFD approvals;
- Part 4 – Amending and revoking SFD declarations; and
- Supporting attachments.

For the purposes of this document, the Department of State Development, Infrastructure and Planning is referred to as the Department.

The information and guidance in this document supports the interpretation of the *Planning Act 2016* (Planning Act), *Planning Regulation 2017* (Planning Regulation), and *Development Assessment Rules (DA Rules)*, and these instruments prevail to the extent of any inconsistencies.

Part 1 – State Facilitated Development framework

The State Facilitated Development (SFD) framework is a collaborative streamlined assessment pathway that enables the State to work alongside Local Governments to progress complex or high-priority housing development proposals. The pathway is designed to:

- front-load planning assessments to negotiate Key Planning Matters before an application is declared for SFD;
- provide greater certainty of outcomes for proponents, Local Governments, and the community; and
- fill a gap in existing assessment pathways to support housing delivery, with developments required to substantially start within two years of obtaining approval.

This may include where planning resources are limited or where State expertise is needed.

The SFD pathway supports innovative housing solutions that respond to local needs and planning contexts, promoting equitable access to well-located homes across Queensland. Proposals that make efficient use of land near to and that are capable of being serviced by existing infrastructure and align with government investment priorities are preferred.

State agencies and Local Governments play a critical role in the SFD declaration and assessment processes by providing technical advice to ensure State interests and Local Government priorities are appropriately considered and addressed.

Before an application for SFD declaration can be made, proponents must obtain endorsement from the relevant Local Government in writing.

The SFD framework consists of four key instruments that outline the roles, responsibilities, and requirements of applicants and the State:

- **Planning Act** –the legislation that governs the planning system in Queensland, and sets out the objectives, principles, and powers of the State in relation to SFD.
- **Planning Regulation** –the subordinate legislation to the Planning Act, which prescribes technical matters relevant to the legislation, such as SFD criteria.
- **DA Rules** –the governing set of procedural rules for which development applications are to be assessed in accordance with.
- **Applicant Supporting Information** – This document provides an overview of the SFD process, stages and timeframes, and the expectations and obligations of the proponents and the State.

1.1 Local Government collaboration

The SFD pathway is only available where the relevant Local Government has provided endorsement (by either the chief executive officer or Mayor) for the request seeking SFD declaration to be made. Refer Part 2, Section 2.1.1.1 of this document for further details.

Early and ongoing engagement with the relevant Local Government about the proposal is essential to ensure that local planning priorities, infrastructure needs, and community expectations are fully considered.

The relevant Local Government will have the opportunity to be involved throughout the SFD process from Pre-Application to assessment and approval. Local Governments are given the opportunity to provide formal representations on proposed declarations under section 106C of the Planning Act, make submissions on SFD applications during public notification and provide advice on draft development conditions. They are also responsible for imposing infrastructure charges and assessing and deciding post-approval matters such as plan sealing, building work and operational work applications.

Engagement with Local Governments will also be undertaken for change applications.

1.2 Declaring applications for SFD

In accordance with Chapter 3, Part 6A, section 106A of the Planning Act, the following relevant applications may be declared SFD by the Minister:

- a development application, or a proposed development application, for a material change of use of premises or reconfiguring a lot;
- a change application, or a proposed change application, in relation to a development approval for a material change of use of premises or reconfiguring a lot; and
- an application that combines a material change of use of premises or reconfiguring a lot with operational works and / or building work assessable against a planning scheme to facilitate the development.

Section 106D of the Planning Act states the provisions for the Minister declaring applications for SFD, with the eligibility criteria stated in Section 51A of the Planning Regulation.

Attachment 1 provides the Key Planning Matters that the Department considers must be incorporated in all SFD proposals.

1.3 Effect of an SFD declaration on existing planning applications and decisions

The declaration by the Minister of a relevant application as SFD under section 106D of the Planning Act results in changed circumstances for an existing planning application under assessment by the Local Government. Section 106H outlines when the declaration takes effect.

Where the declaration is given after an application is made to the decision-maker (i.e. a planning application with the local government), the declaration notice will state the point in the process from which the process must restart.

For an application that has been decided by the Planning and Environment Court (P&E Court) to be declared an application for SFD, it must be substantially different to the one decided by the P&E Court.

Schedule 1 of the DA Rules is commonly used as a guide for considering whether development is 'substantially different' or not. Part 2 of this document outlines the procedures to follow after a declaration is made.

1.4 Effect of an SFD declaration on other legislation

A declaration for SFD does not negate the need for other related approvals and determinations under separate legislation (such as *Vegetation Management Act 1999*, *Land Act 1994*, *Nature Conservation Act 1992*, *Transport Infrastructure Act 1994*, or local laws made by Local Governments under the *Local Government Act 2009*). Any decisions made in relation to SFD apply only to the development assessable under the Planning Act which is the subject of the application.

A declaration for SFD does not override any prohibitions in the Planning Regulation. It is the responsibility of the applicant to identify and obtain all other necessary approvals before commencing works. The SFD declaration does not change or limit the operation of these approval processes.

Where the Minister has proposed a declaration under section 106C of the Planning Act but has ultimately not proceeded to declare the relevant application as SFD, the relevant application retains its previous status.

1.5 Project readiness and currency periods

Through the SFD pathway, the Department aims to facilitate development capable of delivering a rapid and measurable increase in housing supply.

To achieve this intent, the standard currency period imposed for SFD approvals by the chief executive will require the development to substantially start within two years. After this time, the development approval will lapse unless an extension request is approved. Refer section 3.3 of this document.

As part of the Pre-Application stage, applicants must demonstrate that the development can be delivered or substantially start within this timeframe.

1.6 Appeal limitations

Once a development is declared SFD and assessed by the chief executive, the decision cannot be appealed to the P&E Court.

Part 2 – Declaration and assessment

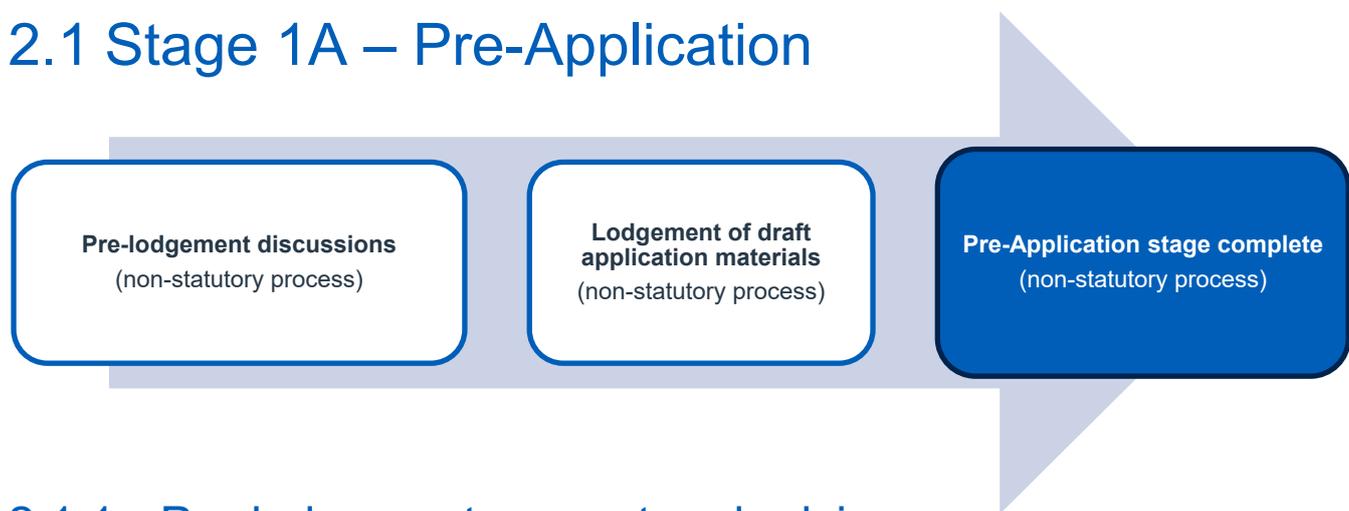
This section outlines the process for an applicant to seek a declaration for SFD from the Minister as well as the lodgement, assessment, and decision processes for applications declared as SFD.

The process outlined below has been designed to foster collaboration between the proponent, the Department, the relevant Local Government, and all other stakeholders prior to the SFD declaration being finalised.

The SFD process broadly consists of the following stages:

- **Stage 1A:** Pre-Application;
- **Stage 1B:** Minister's SFD Declaration;
- **Stage 2:** SFD Application Assessment; and
- Post-development approval: Changes or extensions to SFD approvals.

2.1 Stage 1A – Pre-Application



2.1.1 Pre-lodgement request and advice

The first step in the SFD process with the Department involves commencing pre-lodgement discussions by submitting a request via the [online SFD portal](#).

The pre-lodgement request assists the Department in undertaking an assessment of the proposal's suitability for SFD, identify any relevant State interests, and undertake a preliminary planning assessment and site constraints analysis.

As part of the pre-lodgement request, the applicant must demonstrate that the development achieves the SFD eligibility criteria.

Pre-lodgement requests are to be supported by all the relevant proposal details and supporting information to enable the Department to properly consider the proposal's suitability for SFD.

During this stage, the Department may request further information from the proponent and seek to negotiate proposal outcomes.

The Department will notify relevant State agencies of the pre-lodgement request during this pre-application stage.

The Department will confirm and or provide advice on:

- whether the proposal meets the SFD eligibility criteria and aligns with the State's strategic objectives;
- key planning matters;
- a summary of the relevant State agencies matters;

- a list of the threshold matters that will need to be addressed in the request for SFD declaration, such as environmental, social, economic, and technical aspects; and
- the basis on which the applicant can proceed to lodgement of draft application materials ahead of formal request for declaration, including the list of draft application materials to be submitted to the Department (Section 2.1.2 of this document).

2.1.1.1 Local Government Endorsement

Local Government endorsement for the application to seek declaration as SFD must be provided to the Department in writing during the Pre-Application stage. Without this written endorsement the application will not be able to proceed to Stage 1B – Minister’s SFD declaration.

It is the responsibility of the proponent to request and obtain this written endorsement from the relevant Local Government.

There is no fixed timeframe for this sub-stage, as it is subject to the Local Government’s internal processes.

2.1.2 Lodgement of draft application materials

Following the pre-lodgement request and receipt of advice, applicants will be invited to submit draft application material to the Department via the [online SFD portal](#).

The purpose of this stage is to ensure the proposal and its associated application material is suitable, prior to proceeding with a formal request for SFD declaration (refer **Attachment 2**).

The Department will share this material with and formally request technical review from relevant State agencies, Local Government, and distributor-retailers within a specified timeframe.

The Department may request additional information from applicants that respond to the Department and stakeholders’ review of the application materials.

Whilst this stage is not subject to statutory timeframes, the Department will work with applicants within a timely manner to address issues and ensure a quality development outcome.

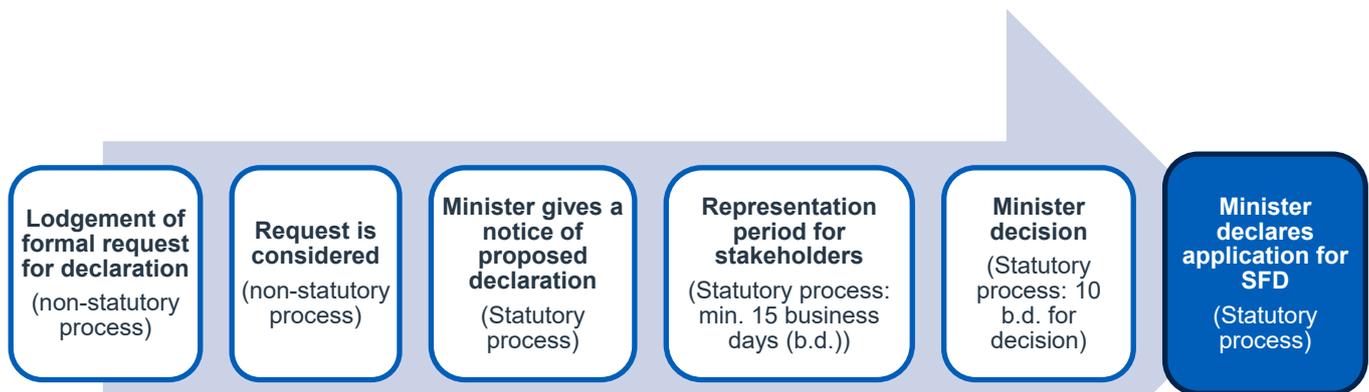
Once the proposal is well-progressed and all relevant project considerations have been worked through with relevant stakeholders, the Department will advise if:

- a. the proponent can proceed with a formal request for SFD declaration, and the material to be submitted to support the request;

OR

- b. the proposal is not considered suitable for SFD declaration in its current form. This may include the key areas requiring further consideration.

2.2 Stage 1B – Minister’s SFD Declaration



2.2.1 Formal request for SFD declaration

Once an invitation to make a formal request for SFD declaration is given by the Department, a formal request for the application to be declared as SFD via the [online SFD portal](#) may be made.

The material submitted as part of a formal request for declaration should be consistent with the draft application materials previously provided to the Department including any changes or additions made during the pre-application stage.

At the conclusion of this stage, the Minister will consider the request for the application to be declared SFD and may issue a notice of proposed declaration under section 106C of the Planning Act.

2.2.2 Representations period for stakeholders

A proposed declaration notice given under 106C of the Planning Act will state the relevant representation period. This period will be at least 15 business days, however a longer period may be set at the Minister’s discretion.

The Minister will consider all relevant representations made about the proposed declaration in deciding whether to declare the application for SFD.

2.2.3 Ministerial declaration

The Minister may declare a relevant application as SFD within 10 business days of the conclusion of the representations period.

In deciding whether to make a declaration, the provisions of section 106D of the Planning Act are relevant to the Minister’s decision.

In declaring an application for SFD, the Minister will set a period within which an application for SFD must be made to the chief executive. Please refer to section 106F(1)(g)(i) of the Planning Act for further information regarding the application period.

The application period will vary depending on the context and circumstances relevant to the application. It is intended that the actions completed during the pre-application and draft application phases will facilitate a timely submission of the SFD application by the proponent following declaration by the Minister.

For existing development applications or change applications, the declaration notice will set the point in the process for administering the application from which the process must restart (the restarting point).

Section 106G of the Planning Act provides requirements around the period of declaration and associated lodgement requirements for SFD applications. Importantly, subsection (1) outlines that the declaration takes effect on the day the declaration notice was given.

An SFD application can only be accepted by the Department where:

- it is not substantially different from the relevant application that was the subject of the declaration, in that the proposal reviewed as part of the Pre-Application stage is not substantially different to the SFD application to be lodged to the chief executive after declaration by the Minister

AND

- it is made to the chief executive within the application period that is stated on the declaration notice.

If a qualifying SFD application is not made within the application period, the declaration ceases to have effect at the end of the application period.

If a qualifying SFD application was made to the chief executive within the application period, then the declaration will continue to have effect until either:

- the chief executive gives a decision notice for the application or a part of the application

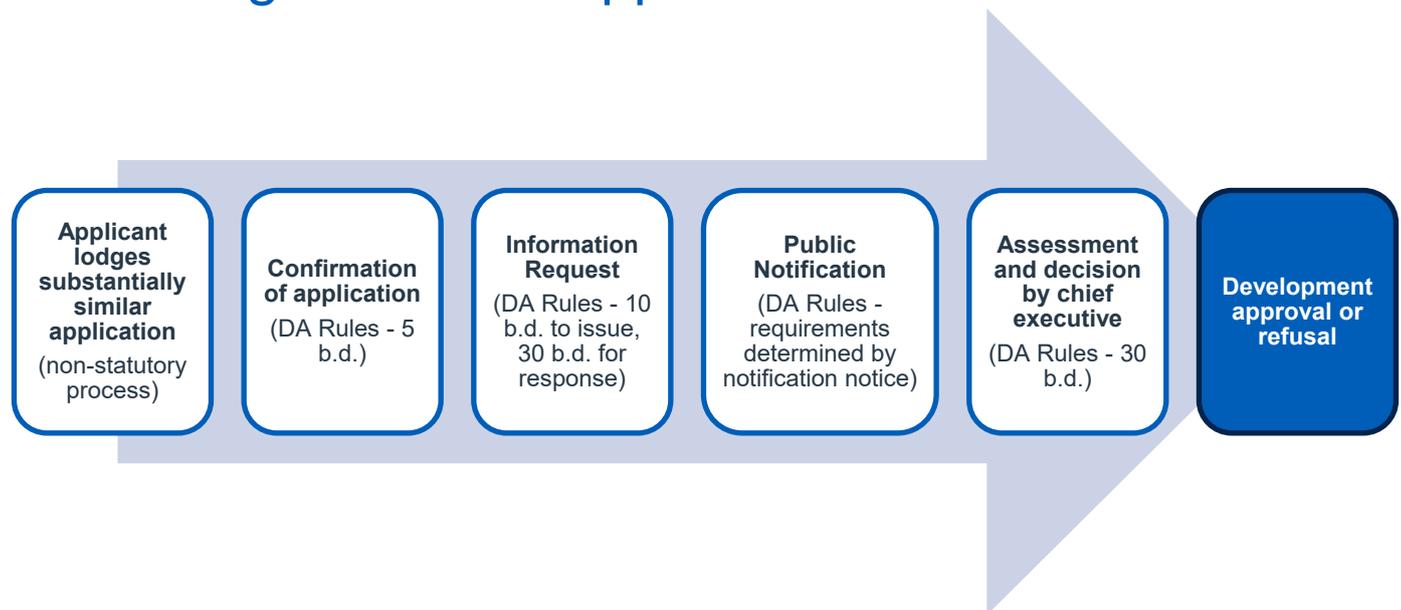
OR

- the SFD application lapses or is withdrawn.

There is no ability to revive an SFD application if it lapses.

If the Minister decides to not make a declaration, the Minister will give a notice of decision not to make a declaration to all the affected parties under section 106C of the Planning Act, within 10 business days of the representations period ending.

2.3 Stage 2 – SFD Application Assessment



Lodgement may only occur once the Minister has declared the relevant application as an application for SFD under section 106D of the Planning Act. Applications are to be lodged through the [online SFD portal](#).

The application for SFD must be lodged within the application period stated on the declaration notice issued under section 106D of the Planning Act.

2.3.1 Substantially different development

As indicated above, the SFD application must not be substantially different from the relevant application for which a declaration was made, per Schedule 1 of the DA Rules.

Applicants should clearly outline in the application material where a proposal differs, if at all, from the material the subject of the declaration.

2.3.2 Assessment of SFD applications

Chapter 2 of the DA Rules provides the process for lodging, assessing, and deciding an application for SFD. The provisions of section 106J of the Planning Act, which relate to assessing and deciding an application for SFD are also relevant here.

Under section 106J(2), the declaration notice for the application may direct the decision-maker (for example, the Local Government) to assess the application or a stated part of the application. The chief executive's decision in relation to the application may therefore be based on the Local Government's assessment for all or part of the application. Before issuing such a direction, the Department will engage with the Local Government to discuss the proposal and ensure the assessment role is appropriate and feasible.

Further guidance on the DA Rules is available [on the Department's website](#).

2.3.2.1 Engagement with Local Governments and State agencies

The Department will liaise with the Local Government, relevant State agencies, and relevant distributor-retailers throughout the assessment of the SFD application to receive technical advice or inputs where required. As above, it is intended that key matters are resolved within the Pre-Application stage to allow for timely approval of SFD applications.

2.3.2.2 Public notification requirements for SFD applications

The chief executive may impose requirements for notifying and consulting with the public about the application as part of a confirmation notice or a separate notification notice.

Notification requirements may vary for proposals depending on the scale and nature of the development.

Schedule 3 of the DA Rules sets out the specifications for public notification. In assessing and deciding the SFD application, the chief executive may consider any information or advice relevant to the application, including information and advice contained in a submission.

2.3.2.3 Changes to SFD applications during assessment

Changes made by the applicant

An applicant may elect to make a change to an SFD application during assessment, per section 52 of the Planning Act. Chapter 2 of the DA Rules includes rules for administering changed applications.

The change to the SFD application must not be substantially different from the relevant application to which a declaration was made against. The applicant must engage with the Department prior to progressing with the change to the application. During this time, the Department will determine whether a new declaration should be sought.

When making changes to an SFD application, clear information regarding the elements of the proposed development that is being changed should be provided.

Changes requested by the Minister

Under section 106MA of the Planning Act, the Minister may, by notice, ask the applicant to change the SFD application before the application is decided.

The Minister may make this request if:

- the Minister is satisfied that section 106D(2)(a), (b) and (c) of the Planning Act applies in relation to the application as changed;
- the change does not include prohibited development; and
- the change is not a change of applicant.

If the Minister makes a request, a change notice will be issued to the applicant which states:

- each change the applicant is requested to make to the application;
- the reasons for making the request;
- that the application will lapse at the end of the reasonable period stated in the request; and
- any other matter prescribed by regulation.

The change notice will also specify the updated technical application material required to be provided to the Department as part of the changed application. Changed applications may be lodged through the [online SFD portal](#).

If the applicant decides to not change the application (including each requested change) in accordance with the requirements of the change notice issued under section 106MA of the Planning Act, the application will lapse at the end of the period stated in the notice.

2.3.2.4 Stopping a current period

An applicant may stop a current period in the SFD application process under Chapter 2, Part 5 of the DA Rules.

2.3.2.5 Withdrawal of an application for SFD during assessment

An applicant may elect to withdraw an SFD application during assessment, before the application is decided, by giving a notice to the Department (or other determined assessment manager) as per section 52 of the Planning Act.

2.3.6 Deciding SFD applications

In assessing and deciding an SFD application in accordance with section 106J(4) of the Planning Act, the chief executive may consider:

- any State interests relating to the development the subject of the application; and
- any planning instruments applying to the premises the subject of the application; and
- any information or advice given to the chief executive in relation to the application, including information or advice in a submission or representation; and
- any other matter the chief executive considers relevant.

2.3.7 Decisions

The chief executive may decide to refuse, approve, or approve with conditions an SFD application. The Department will liaise with the relevant State agencies, Local Government, and distributor-retailers (where required) in the creation of reasonable and relevant conditions for SFD.

All decisions will be published [on the Department's website](#).

2.3.8 Infrastructure charges

The approval of an application for SFD does not preclude a Local Government and/or utility providers from issuing an infrastructure charges notice. An infrastructure charges notice given in relation to a SFD approval must be done so in accordance with the infrastructure charging regime provided for in Chapter 4, Part 2, Division 2, Subdivision 3 of the Planning Act and associated provisions.

Similarly, Local Government and/or utility providers may issue an amended infrastructure charges notice where the decided SFD application was a change application.

Part 3 – Changes and extensions to SFD approvals

Part 3 provides supporting information on the process for changes and extensions to applications that were subject to an SFD approval.

An applicant can propose to change an existing SFD approval. Section 78A of the Planning Act outlines that the chief executive is the responsible entity for a change to a development approval given or changed by the chief executive under Part 6A of the Planning Act.

Change applications seeking a new SFD declaration must follow the process outlined in Part 2 of this document.

Applicants may lodge change applications for existing SFD approvals through the [online SFD portal](#).

All change applications must be accompanied by a completed Planning Act Form 5. Further information regarding requirements for minor change applications and other change applications is provided below.

A change application does not change the currency period for the approval. The development will still be required to have substantially commenced within the specified timeframe of two years.

To extend the currency period for a SFD approval, the applicant can request to extend the period under section 86 of the Planning Act. Section 87A of the Planning Act outlines that the chief executive is responsible for assessing an extension application to a development approval given or changed under Part 6A of the Planning Act.

3.1 Minor changes

To be considered a minor change, applicants must demonstrate that the changes do not result in substantially different development having regard to Schedule 1 of the DA Rules.

For a proposed change application that the chief executive determines is a minor change, the chief executive may decide to refer the change application to the Local Government as the assessment manager. The decision to refer an application to the Local Government will ultimately be made on a case-by-case basis and in consultation with the relevant Local Government.

3.1.1 Affected entities for minor changes

Where the chief executive is the responsible entity for a minor change application for an SFD approval, the original assessment manager will be an affected entity.

For most circumstances, the Local Government (as the original assessment manager) would be an affected entity for a minor change application that the chief executive is assessing as the responsible entity.

Notwithstanding, applicants should review who the typical assessment manager would be for the development along with scoping any other potential affected entities for the minor change application.

3.2 Other changes

The chief executive will be the responsible entity for other change applications, in accordance with section 78A of the Planning Act.

Where proposing an Other change application to an SFD approval, the applicant should engage with the Department prior to lodgement.

On lodgement of an Other change application, assessment will be undertaken by the chief executive in accordance with section 106J of the Planning Act.

For many Other change applications, the required material will generally align with that of a new development application – refer **Attachment 2**.

3.3 Extension applications

Where an applicant seeks to extend the currency period of an SFD approval before it lapses, they must provide clear justification and supporting evidence detailing why the development could not substantially start within the two-year period. This should include, where relevant, information demonstrating a committed delivery program, such as project timelines, evidence of progress (e.g. contracts or post-approval documents), and any constraints encountered.

The chief executive may consider any matter that they consider relevant in deciding extension applications.

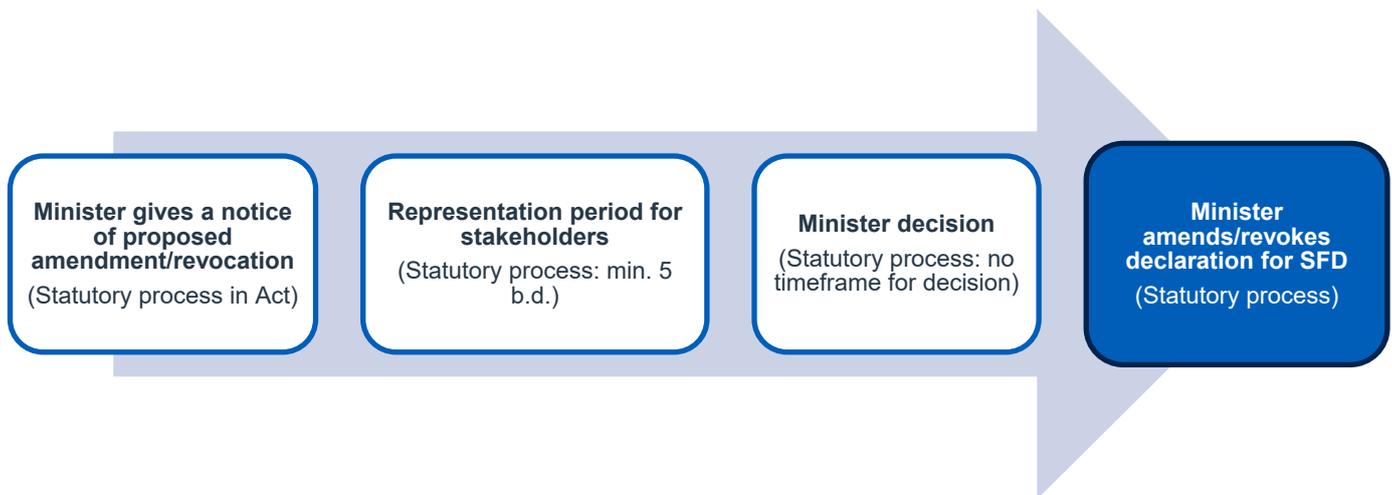
Requests can be made through the [online SFD portal](#).

Part 4 – Amending and Revoking SFD declarations

Under 106HA and 106HC of the Planning Act, the Minister may, by notice given to the applicant for the relevant application, amend or revoke a declaration respectively.

Part 4 provides supporting information on the process for amending and revoking SFD declarations.

Process for amending/revoking a SFD declaration



4.1 Amending SFD declarations

Under section 106HA of the Planning Act, the Minister may amend a declaration for SFD previously made under section 106D of the Planning Act where it is still in effect. The Minister may only amend an SFD declaration if:

- the relevant application was made to the decision-maker before the declaration was made; or
- an application that is not substantially different from the relevant application has been made to the chief executive within the application period for the application.

Before amending an SFD declaration under section 106HA, the Minister will issue a notice of proposed amendment to the applicant, owner of the premises, the decision-maker for the application, and the local government, if relevant, under section 106HB of the Planning Act. The notice will state, but is not limited to, details of the relevant application and proposed amendment, and reasons for making the proposed amendment.

It will also specify a representation period of at least 5 business days whereby the entity may make representations about the proposed amended declaration.

Once the representations period concludes, the decision-making stage for the proposed amendment to the declaration will commence. There is no statutory timeframe within which the Minister needs to decide whether to amend the declaration.

If the Minister decides to amend the declaration, an amendment notice in accordance with section 106HA of the Planning Act will be given to the applicant for the relevant application and a copy to each entity to which the declaration notice was given. A copy will be published on the Department's website.

The amendment to the SFD declaration takes effect on the day the amendment notice is given.

If the declaration is amended to change the restarting point for the relevant application, the process for administering the application starts again from the changed restarting point.

4.2 Revoking SFD declarations

The Minister may revoke an SFD declaration if the Minister:

- is satisfied that section 106D(2)(a), (b) or (c) of the Planning Act does not apply in relation to the relevant application; or
- considers that the declaration is no longer appropriate in all circumstances.

Before revoking an SFD declaration under section 106HC, the Minister must issue a notice of proposed revocation to the applicant, owner of the premises, the decision-maker for the application, and the Local Government, if relevant under section 106HD of the Planning Act.

The notice will state, but is not limited to, the details of the relevant application and proposed revocation, the reasons for making the proposed revocation, and the effect of the revocation under section 106HE, 106HF or 106HG, depending on the status of the relevant application at the time of revocation.

It will also specify a representation period of at least 5 business days whereby the entity may make representations about the proposed revocation.

Once the representations period concludes, the decision-making stage for the proposed revocation of the declaration will commence. There is no statutory timeframe within which the Minister needs to decide whether to revoke the declaration.

If the Minister decides to revoke the declaration, a revocation notice in accordance with section 106HC of the Planning Act will be given to the applicant for the relevant application, and a copy to each entity to which the declaration notice for the declaration was given. A copy will also be published on the on the Department's website.

The revocation of the SFD declaration takes effect on the day the revocation notice is given.

Attachment 1 – Key Planning Matters

The key planning matters that the Department considers must be incorporated in all applications for SFD are set out below. This is to ensure that the relevant local government's planning scheme can be appropriately considered in the assessment of these applications and that development is appropriately designed to deliver well designed and appropriately located housing.

These key matters are:

- **Site suitability** – considering the site's suitability and surrounding context per the regional plan, State Planning Policy and relevant state interests, and local planning scheme designations.
- **Density and built form** – considering the density, bulk, scale, and design of development for the site that considers amenity for adjoining land uses, including:
 - appropriate building heights that consider topography and overshadowing
 - appropriate setbacks that consider proximity to the boundaries and maintenance requirements
 - appropriate layouts that consider the proximity of habitable rooms and screening responses
 - needs of the residents such as private and communal open spaces, and accessibility requirements;
- **Mixed use** – considering the integration of residential and any non-residential uses
- **Overlooking/privacy** – considering the proximity of habitable rooms, site layout and screening responses;
- **Infrastructure and servicing** – considering the operational needs of the development including stormwater management, water connections, traffic, and internal and off-site servicing having regard to site constraints and overlays (i.e. flooding) and local existing or planned infrastructure networks for the area.
- **Landscaping** – considering the landscaping needs of spaces to be durable and low-maintenance, while softening built form, supporting climatically responsive design, and use for privacy;
- **Waste and servicing** – considering the servicing needs of developments and ensure these areas are safe, functional, and do not negatively impact the amenity of the area;
- **Sustainability** – encouraging passive sustainable and climate responsive design outcomes that meet the building code requirements.

Certain developments may also require consideration of a wider range of planning matters, including environmental, local and State heritage, and specific infrastructure considerations.

Attachment 2 – Request for SFD declaration material

As part of the Pre-Application request process, the Department, working collaboratively with applicants and stakeholders, will advise the applicant of the information and technical reporting that should be supplied in support of both the draft application materials and the request for SFD declaration.

The prepared material will vary from project to project. **Table 1** below provides a general guide on the material that may be provided to the Department.

Applicants are required to submit the written endorsement from the Local Government with the draft application material in order for the Department to proceed with an invitation to the applicant to make the formal request for SFD declaration.

Table 1: General requirements

Material	Comments
Relevant application forms	Depending on the application type, this may involve one or a combination of DA Form 1, DA Form 2, and Planning Act Form 5.
Landowners consent	Landowners consent must be provided in accordance with the requirements of Sections 51 and 79 of the Planning Act.
Site survey	Identify key cadastral and physical features of the land subject of the application.
Proposal plans	<p>This should include the following drawings:</p> <ul style="list-style-type: none"> • site plans showing all property boundaries, easements, the proposed development (including the location and use of buildings on the site, setbacks, cross sections, fencing, the location of car parks and areas to be landscaped, waste facilities, etc.), as well as proposed pedestrian and vehicle access arrangements; • all elevations (north, south, east and west) with existing ground levels shown and relative finished levels in Australian Height Datum; • section plans illustrating the vertical relationship between built form and surrounding context, including key features such as adjoining development, changes in ground level across the site, existing ground levels, proposed building heights and levels in Australian Height Datum, interfaces with public realm or open space, and retaining walls, fences, and other structural elements. • floor plans for each level of the development, showing both the existing and proposed development along with existing and proposed gross floor area (GFA) calculations; • demolition drawings, including plans, elevations and sections as necessary to illustrate any proposed demolition; • development summary presented in tabular format, including for example site area, site cover, building height, carparking, GFA by use and level, number of dwellings including size. • concept earthworks plans, showing the location and extent of any excavation and filling, including likely volumes of cut and fill. The difference between existing site levels and finished/design levels should be clearly shown; • details of the materials and finishes pallet to be adopted throughout the development;

Material	Comments
	<ul style="list-style-type: none"> landscape concept plans, detailing proposed landscaping for the development including a supporting planting schedule, details of vegetation to be retained and proposed hardscaping elements; for subdivision, proposed subdivision plans showing all proposed allotments, lot areas and dimensions, easements, roads, building envelopes (where relevant) and other relevant cadastral components. <p>Where the development adjoins a state transport corridor or future state transport corridor, show the extent of the corridor in relation to the development on plans, sections, and cross sections (as appropriate).</p> <p><i>Note: All plans should adhere to relevant drawing standards and include items such as (but not limited to) north points, scale indicators, dates, and version control information. For further information on the standard of plans and drawings to be submitted, please refer to DA Forms Guide: Relevant plans, or contact the Department.</i></p>
<p>Town planning report</p>	<p>The report should provide a town planning assessment of the proposal, including a description of the site and locality, an outline of the proposed development, assessment of land use compatibility, and an evaluation of the proposal against relevant planning objectives for the site as described in both State and local planning instruments. It should also address the applicable statutory framework, assessment benchmarks, relevant referral requirements, technical reports, servicing and infrastructure considerations.</p>
<p>Engineering services report and engineering drawings</p>	<p>The report should be prepared and certified by a Registered Professional Engineer of Queensland (RPEQ) and provide an assessment of relevant civil engineering considerations for the development. This should include a thorough assessment of how the development can and will connect to necessary infrastructure services, such as water, sewer, electricity, telecommunications, and others (as relevant).</p> <p>It is encouraged that the engineering services report is supported and informed by advice from relevant civil infrastructure providers regarding the capacity of civil infrastructure networks to support the development. For example, for sites within the jurisdiction of Queensland Urban Utilities, the report should be informed by a Services Advice Notice that details infrastructure capacity.</p> <p>The engineering services report should also include any details of relevant civil works involved with the development, such as excavation and construction of a basement car park or any verge alterations. This should include conceptual engineering drawings that document these civil works.</p>
<p>Site-based stormwater management plan (quantity and quality) and supported drawings</p>	<p>The stormwater management plan should be prepared and certified by a Registered Professional Engineer of Queensland (RPEQ) and should have regard to the Queensland Urban Drainage Manual, and local planning scheme requirements.</p> <p>The stormwater management plan must demonstrate how the construction phase of the development will achieve the applicable stormwater quality objectives on-site, as identified in Table A (Parts 1 to 3) of Appendix 2 of the <i>State Planning Policy 2017</i>.</p> <p>The stormwater management plan must demonstrate how the operational phase of the development will achieve the applicable stormwater quality objectives on-site, as identified in Table B of Appendix 2 of the <i>State Planning Policy 2017</i>.</p>
<p>Transport impact assessment and supporting drawings</p>	<p>The transport impact assessment should be prepared and certified by a Registered Professional Engineer of Queensland (RPEQ) and address matters relating to analysis and management of impacts that the development may pose on transport networks. This report should have regard to the local planning scheme requirements</p>

Material	Comments
	<p>The <i>Guide to Traffic Impact Assessment, Supporting Guideline: Development in a state-controlled road environment, Guide to Development in a Transport Environment: Rail, Guide to Development in a Transport: Busway and Guide to Development in a Transport: Light Rail</i> published by the Department of Transport and Main Roads provide reference points to the nature and scope of transport impacts that should be assessed. The assessment should be prepared in accordance with relevant local and State Guidelines that addresses local and state transport requirements (e.g., road, rail, busway, light rail etc.) and have regard to the principles expressed in the <i>SDAP State Code 1, 2, 3, 4, 5 and 6</i>.</p>
<p>Development program</p>	<p>The program should clearly demonstrate to the State that the development is capable of substantially starting within two years of receiving an SFD approval.</p>

Additional circumstantial material may be sought by the Department to progress a request for SFD declaration. The exact information required to support a request for SFD declaration will be developed in collaboration with the applicant and will have regard to the specific circumstances and complexity of the development and the maturity and context of the development proposal.

- **Design Report** – Demonstrates how the built form addresses [QDesign Manual](#) and the principles for good urban design in Queensland.
- **Staging plan** – Where the development involves staging.
- **Structure plan** – Where development is located in an area where land use and infrastructure planning has not been fully resolved at the time of lodgement.
- **Heritage impact statement** – Where development is located on the site of, or adjacent to, a local or Queensland heritage place. This statement should respond to the principles expressed in the *Guideline – SDAP State code 14: Queensland heritage* and/or the heritage provisions of local planning scheme, where relevant.
- **Locational context report** – Where development is located within a high-density urban environment. Alternatively, this may be warranted where the development is subject to unique locational context such as tropical climates or is located within a cyclone prone area.
- **Visual amenity statement** – Where the development is deemed by the Department and/or Local Government to have the potential to result in significant visual impacts on an existing area or community.
- **BIM model of development for Virtual Brisbane** – Where development is located within inner-city Brisbane and involving built form over 5 storeys in height, or as otherwise requested by Brisbane City Council. It is noted that the Department may seek advice from Brisbane City Council in relation to when a model for Virtual Brisbane is required.
- **Preliminary Construction Environmental Management Plan** – Where the development is located within a high density urban environment warranting specific management strategies during the construction phase of the project.
- **Flood risk assessment** – Where development is located in a mapped or known flood risk area, or solely relies on access from a mapped or known flood risk area.
- **Hydraulic impact assessment** – Where development has the potential to result in significant adverse impacts to an existing flood basin. This reporting should include hydraulic modelling that demonstrates that the development (including any flood mitigation works) would not result in unreasonable adverse impact to the flooding experienced by upstream, downstream, or adjacent properties.
- **Air quality report** – Where the development may impact on, or be impacted by, diminished air quality, such as being within proximity of a major road, tunnel ventilation stack, or noxious industrial use.
- **Acoustic assessment** – Where the development is subject to elevated acoustic emissions, such as being in proximity to a railway or major road. It is noted that where development involves non-residential components, the impacts of such components should be assessed to ensure no unreasonable nuisance is caused.

- **Ecological assessment report** – Where the development involves removal of significant native vegetation or has the potential to cause adverse impacts to mapped ecological features. The report must include an assessment of how these values are avoided and minimised.
- **Bushfire management plan** – Where the development is located within a bushfire prone area or buffer area as mapped in the SPP mapping or local planning scheme.
- **Waste management plan** – Where the development is for a multiple dwelling of a significant scale.
- Other reporting, assessments or material as determined as relevant and necessary by the Department. In making such determinations, the Department may consider any matters it considers relevant.

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