

How to make a submission

Development Manual & Administrative Amendments Public Consultation

Whitsunday Regional Council is undertaking public consultation on the Development Manual within Schedule 6 of the *Whitsunday Regional Council Planning Scheme 2017* and various administrative amendment made to the Planning Scheme.

Public consultation begins on 2 October 2018 and will close at 5pm on 29 October 2018. On completion of the consultation period, Council will consider and respond to all submissions. Submissions and submission responses will be placed online, and submitters will be notified by mail in November 2018.

Council encourages your review and submission on the Development Manual by mail, online or in person to Council Customer Centre. Please lodge your submission by **5pm, 29 October 2018**. The attached template has been prepared for your convenience.

Making a Submission – Hints and Tips

- Properly made submissions must include your name, address, signature and be received in the consultation period closing at **5pm, 29 October 2018**.
- If the submission is regarding a specific property, include the street address and property details, being the property number and lot on plan description (ie. lot 12 on SP345678), both can be found on your rates notice. Specify how the property is affected by amendments to the Development Manual, your grounds for concern, the information and examples grounding that concern and any alternate outcome you are seeking.
- If the submission is more generally about the Development Manual, include each section of the Development Manual you wish to address, consider using the headings in the document then your grounds for concern, the information and examples grounding that concern and any alternate outcomes you are seeking.
- Focus on the contents of the Development Manual (such as the D1 – Road Geometry, S1 - Earthworks or DP1 – Development Principles).
- To assist Council in understanding your views include evidence, documentation, photographs and maps to assist in justifying specific points in the submission.
- The submission should be easy to read, using dot points, short sentences and plain English.
- A submission may object to all or part of the Development Manual or support all or part of the Development Manual.

Submitter Details			
Your details	Title:	First name:	Last name:
	Postal address:		
	Suburb:	State:	Postcode:
	Email address:		
	Preferred method of contact		
	<input type="checkbox"/> Email <input type="checkbox"/> Mail		
	Are you completing this survey as a private individual or as a representative of an organisation? <input type="checkbox"/> Individual <input type="checkbox"/> Organisation – Please specify the name of the organisation below.		
Organisation:			
Submitting your comments			
Your completed submission must be received by 5pm, 29 October 2018 via:			
Mail: Whitsunday Regional Council, PO Box 104, Proserpine, QLD, 4800;			
Email: Planning.submissions@whitsundayrc.qld.gov.au ;			
Online portal: yoursay.whitsundayrc.qld.gov.au ; or			
In person: to a Customer Centre:			
	Bowen	67 Herbert Street	
	Collinsville	Corner of Stanley & Conway Streets	
	Proserpine	52 Main Street	
	Cannonvale	Shop 23, Whitsunday Plaza	
If you require more space than this form provides please attach additional pages.			
Thank you for your submission.			
Signature: _____		Date: _____	

