



REQUEST FOR CONCURRENCE AGENCY RESPONSE (Building Work)

(Planning Regulation 2017)

Email completed form to: trcplanningadmin@trc.qld.gov.au

1. Applicant Details	
Assessment manager for building permit application [Name & Email] OR	
Pre-Application Response Request	<i>If Pre-Application Response Request: the submitted material must not be substantially different to any subsequent building permit application otherwise an additional referral (& fees) will be required</i>
Application No:	

2. Description of proposal
<p><i>[If referral relates to a reduced building setback or exceeding Gross Floor Area it is recommended that written consent from the affected adjoining landowner be attached to this referral]</i></p> <p style="text-align: right;">Choose referral trigger</p>

3. Reasons and justification for non-compliance
<p><i>[If additional space is required, please complete on separate page and attach]</i></p>

4. Attached documentation		
Plan/Drawing Number	Title	Date
	DA Form 2 (mandatory) N/A for Pre-Application Request	
	Confirmation Notice N/A for Pre-Application Request	

5. Checklist	
Copy of Confirmation Notice:	
Copy of building permit application (including DA Form 2, site and buildings plans)	
Relevant referral fees: TRC Fees and Charges	

Privacy: Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with council's privacy policy.