

## Guidelines – Application for approval of a proposed property development plan

### Purpose of the Form

The application form is a document approved for use within the state of Queensland under the provisions of the *Wild Rivers Act 2005*. A person who is the owner of land (within the meaning of “owner” under the *Wild Rivers Act 2005*) in a wild river area may apply for approval of a proposed property development plan over that land.

The form is used where the applicant(s) proposes to undertake activities on land within a wild river area that are currently prohibited, notwithstanding that other proposed activities may not be prohibited. Further information regarding property development plans generally can be found on the department’s website.

All parts of the form should be completed. The department may require the applicant to give additional information and you will be contacted if this is the case.

### 1: Title of the attached Property Development Plan

The proposed property development plan must be attached to the application form. The title of the plan is linked to the name of the property to which it will apply or to the name of the applicant:

For example: **GRAZING STATION PROPERTY DEVELOPMENT PLAN** or

**JOHN CITIZEN PROPERTY DEVELOPMENT PLAN.**

### 2: Applicant’s Details

For this application, the “applicant” refers to the person(s) applying for approval of a proposed property development plan. As a proposed property development plan covers land owned by a person(s) within a wild river area, each person who owns the land in the same capacity is the “applicant” for the proposed property development plan.

#### Full name

Each applicant is to clearly print their full name as given names followed by surname.

For example: **JOHN CITIZEN**

Where the applicant is a corporation, write the complete name of the incorporated body and the corporation’s Australian Company Number.

For example: **GRAZING STATION PTY LTD (ACN)** or

**GRAZING STATION PASTORAL COMPANY PTY LTD (ACN).**

#### Capacity of ownership in the land

Each applicant must indicate their interest or their capacity of ownership in the land to which the proposed property development plan is to apply.

Example 1, if the applicant is part owner of a pastoral lease, their capacity of ownership could be written as: **LEASEHOLDER**

All other persons who are part owners of that pastoral lease are also the applicant for the proposed property development plan and their capacity of ownership in the land would also

be written as: **LEASEHOLDER**

Example 2, if the applicant holds the freehold title to the land, their capacity of ownership would be written as: **FREEHOLD TITLE HOLDER**

#### **Mailing Address**

Information provided within these sections of the form will be used for the service of all official documents and any correspondence relating to the application. Enter the information as you want it to appear on an envelope addressed to the applicant.

For example: **34 JONES STREET  
GEORGETOWN QLD 4567**

#### **Contact Person's Details**

Where there is more than one applicant for a proposed property development plan, you may find it useful to nominate one person to be the point of contact for matters relating to your application. You can use this section to provide the department with the details of your nominated contact person.

### **3: Land Particulars**

This part of the form is used to specify the details of the land to which the proposed property development plan applies. The proposed property development plan applies to land on a property that is within a wild river area.

#### **Property name**

Write the name of the property to which the proposed property development plan relates:

For example: **GRAZING STATION**

#### **Local government area**

Provide the name of the local government (council) area in which the land falls. If the land is in more than one local government area, please indicate all local government areas relevant to the land.

For example: **BURKE SHIRE** or

**CARPENTARIA SHIRE, BURKE SHIRE**

#### **Wild River Area**

State the name of the wild river area in which the land is located.

For example: **MORNING INLET WILD RIVER AREA**

#### **Lot/s on plan/s numbers**

The land within a wild river area to which the proposed property development relates may be made up of one lot or parcels of lots owned by the applicant(s).

The lot or parcel of lots which make up the land should be described as a Lot on a Plan and you can obtain these from your local government, your rates notice or your nearest Department of Natural Resources and Water office. Write each lot separately as Lot, Plan.

For example:

For a single parcel, write as follows: **LOT 12, RP34567**

For multiple parcels: write as follows: **LOT 12, RP34567; LOT 89, PH01234**

#### **4: Applicant's declaration**

Each applicant must complete, sign and date the application. Any person signing on behalf of another person must provide proof of agency to act on that person's behalf.

Where an applicant is a corporation, any person(s) signing on behalf of the corporation must sign in accordance with the *Corporations Act 2001*.

#### **Further important information about the application form**

##### **The fee**

The application form must be accompanied by the prescribed fee. The fee is \$290.00 and is non-refundable.

##### **The proposed property development plan**

The application form must be accompanied by the proposed property development plan.

#### **Checklist**

The following checklist has been provided to assist you in completing this application. Ensuring that you have satisfied all of the following will help avoid delays in processing your application.

- All parts of the form are completed correctly.
- The application has been signed by all parties.
- The prescribed fee is enclosed.
- The proposed property development plan is attached.

#### **Lodgement**

Mail/deliver the application form, the fee and proposed property development plan to the either of the following Department of Natural Resources and Water offices:

Chief Executive  
Attention: Wild Rivers Coordinator  
Level 3, 107 Lake St  
PO Box 937  
**CAIRNS Q 4870**

Chief Executive  
Attention: Director (Wild Rivers)  
Level 6, 41 George Street  
GPO Box 2454  
**BRISBANE Q 4001**