

Making a Submission About a Planning Scheme or Amendment

Planning and Environment

Planning Act 2016

Planning Regulation 2017

Development Assessment Rules 2017



Making a submission about planning scheme changes simply means making written comments about the changes during the public notification period.

Submissions are typically made to either express support for, or objection to, any aspect of proposed planning scheme changes. However, you can express support for particular aspects of proposed planning scheme changes while also expressing concerns or objections to other aspects.

Who can make a submission?

A submission can be made by any interested member of the community, such as a person, group or organisation.

When to make a submission?

A submission must be made to Council during the consultation period.

Why make a submission?

The planning scheme guides how land can be used and what development can occur in the region, the development approvals required and outcomes to be met, and what Council will assess.

By making a submission, you can explain to Council how the proposed changes will affect you. This gives Council better insights to inform development outcomes in the region and meet community expectations.

Requirements for a properly made submission

For your submission to be properly made it must—

- be in writing (including by electronic means);
- include the full name and address (business or residential) of each person making the submission;
- state a postal or electronic address for return correspondence;
- be signed by each person making the submission (unless made electronically);
- be made to North Burnett Regional Council;
- be received by council on or before 4:30pm on Friday, 18 October 2024; and
- include the reasons for the submission, facts and circumstances.

Be sure to double check these requirements before making your submission.

Public notices about proposed planning scheme changes will be published on Council's website and in a local newspaper, and displayed at each Customer Service and Library Centre.

How to lodge a submission?

Submissions on planning scheme changes must be lodged on or before the last day of the consultation period.

You can lodge your submission by—



www.northburnett.qld.gov.au



admin@northburnett.qld.gov.au



PO Box 390 Gayndah QLD 4625



at a North Burnett Regional Council Library & Customer Service Centre

Submissions can be withdrawn at any time before the consultation period ends by contacting Council.

What happens to a submission?

Submissions are read and considered along with other information (like technical studies and State Government requirements) to ultimately inform new or changed policy in the planning scheme.

A summary of all matters raised in properly made submissions and changes proposed in their response (where required) is recorded in a consultation report. This becomes a public record and must be provided to the Planning Minister for review.

Council writes to every person who made a properly made submission to let them know how their matters were addressed and where to view the consultation report.

More Information

If you require further information, visit Council's website www.northburnett.qld.gov.au or call Council's Customer Service Centre on 1300 696 272.

