## Notes for completing this form

### This form is to be used when:

* You are applying for an offset or refund under the Brisbane Infrastructure Charges Resolution.

### Applicant details:

The applicant is the person responsible for making the request and need not be the owner of the land. The applicant is responsible for ensuring the information provided in this form is correct. Any correspondence issued as a consequence of this request will be issued to the applicant.

The applicant should be the same as the applicant of the development approval or person who requested compliance assessment.

### Supporting Information:

The following information is to be provided to support an application for an offset or refund upon the construction and / or acquisition of a trunk or converted (approved) non-trunk item:

* Evidence of the work being lawfully completed and / or the land being acquired.
* For a converted (approved) non-trunk item, evidence of the approval for conversion.
* Details of the trunk or converted (approved) non-trunk infrastructure contribution:
	+ The date the trunk or converted (approved) non-trunk infrastructure contribution, the subject of the offset or refund, was lawfully completed.
	+ Evidence that the trunk or converted (approved) non-trunk infrastructure contribution has been provided in accordance with the relevant approval for the trunk infrastructure contribution.

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| * This is a prescribed form under the Brisbane Infrastructure Charges Resolution.
* This form is to be used when applying for an offset or refund upon the construction and /or acquisition of a trunk or converted (approved) non-trunk item.
* Scan and attach any additional, relevant information to support your request.
* For further information please contact Council on (07) 3403 8888.
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| **Please return:** * **Checklist I,**
* **Form I, and**
* **All other supporting information**

**by email to:** dalodgement@brisbane.qld.gov.au |

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| The applicant is the person responsible for making the request and need not be the owner of the land. The applicant is responsible for ensuring the information provided on this form is correct. Any correspondence issued as a consequence of the request will be issued to the applicant.  |

1. Applicant detailsApplicant Name *(company or individual)*

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Contact Name:

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Postal Address:

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|       | Postcode:      |

Phone no. Fax no.

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Mobile no.

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E-mail:

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2. Details of the approved development2a. Street Address

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|       | Postcode:      |

2b. Real property description

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2c. Development Application Reference Number

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| **A00**       |

2d. Infrastructure Charge Notice (ICN) Number *(if applicable)*

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2e. Is the development part of a Multi-Permit or Multi-Stage development? *If yes, please specify the number of stages.*

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4. Applicant’s declarationI certify that I make this claim in accordance with the Brisbane Infrastructure Charges Resolution and am entitled to make this claim.Applicant’s name:

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Applicant’s signature Date

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5. Property owner’s consent to payment of refund for trunk infrastructure to applicant

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| This section must be completed by the owner(s) of the land that the development approval attaches to where the applicant is not the owner of the land. |

**Owner’s consent**Please read and make sure you understand the statement below before signing the declaration.**Statement**1. This application, if accepted by Council, will result in the applicant having the sole entitlement to be paid the refund for the trunk infrastructure provided in accordance with the development approval.
2. If this application is accepted by Council, (unless otherwise provided for in an infrastructure agreement under the *Planning Act 2016*) the applicant’s entitlement to be paid the refund is not:
	1. capable of being assigned to any other person; or
	2. altered or affected by any transfer, sale, dealing or reconfiguring of the land.

**Declaration**I/We declare that I/we are the legal owner/s of the above-mentioned property and have: * read and understood the above statement;
* have been provided with a copy of the prescribed form for applying for an offset or refund prepared by the applicant which this consent supports; and
* consent to the applicant being paid the refund amount for the trunk infrastructure.

**Note**: It is unlawful to intentionally provide false or misleading information. See section 226 (False or misleading information) of the *Planning Act 2016*.Full name:

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Signature Date

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 | 3. Details of the trunk item or converted (approved) non-trunk item contribution3a. Indicate the type of trunk item or converted (approved) non-trunk item that was lawfully completed and / or acquired:*Please place a tick in the appropriate box, if more than one please indicate by ticking more than one box.*

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| [ ]  | Trunk item for construction. |

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| --- | --- |
| [ ]  | Converted (approved) non-trunk item for construction. |

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| [ ]  | Trunk item which is land. |

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| [ ]  | Converted (approved) non-trunk item which is land. |

3b. To which network does the trunk item or converted (approved) non-trunk item belong:*Please place a tick in the appropriate box, if more than one please indicate by ticking more than one box.*

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| [ ]  | Transport infrastructure network.*Please indicate the sub-network*       |

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| [ ]  | Community purposes infrastructure network. |

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| [ ]  | Stormwater infrastructure network. |

3c. For a converted (approved) non-trunk item: *Please also attach additional information about the length, width and / or area of the item, the specific type of infrastructure in accordance with the LGIP project categories (as specified in Brisbane City Plan 2014, LGIP Schedule of Works) , the specific location of the item with a map and / or plan highlighting the location.*

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3d. For a trunk item, provide the Project description, LGIP ID and Map reference as stated in the Schedule of Works as per Brisbane City Plan 2014 Local Government Infrastructure Plan.

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| **Project description** | **LGIP ID** | **Map Reference** |
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Full name:

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Signature Date

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*For additional owners please attach further signatories as appropriate.*  |