## Notes for completing this form

### This form is to be used when:

* You are seeking a conversion of a non-trunk item to trunk infrastructure under the Brisbane Infrastructure Charges Resolution (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 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 proposed development or person who requested compliance assessment.

### Supporting information:

The following information is to be provided to support the request for Council to convert a non-trunk item to trunk infrastructure.

Information which must support the request to covert a non-trunk item to trunk infrastructure:

* A description of the non-trunk item including,
  + Length, width and / or area of the item,
  + The specific type of infrastructure in accordance with the Local Government Infrastructure Plan (LGIP) project categories (as stated in the LGIP Schedule of Works, City Plan 2014),
  + The specific location of the item.
* A review of the development infrastructure being consistent with assumptions about the type, scale, location or timing of future development in the Brisbane City Plan 2014 LGIP.
* Verification of the item being located inside the Priority Infrastructure Area (PIA).
* A statement of how the non-trunk item meets the ‘Identified necessary trunk infrastructure criteria’ in Schedule 5 of the Resolution.

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| * This is a prescribed form for the Brisbane Infrastructure Charges Resolution. * This form is to be used when seeking a conversion of a non-trunk item to trunk infrastructure. * Scan and attach any additional, relevant information to support your request. * For further information please contact Council on (07) 3403 8888. | | |  | | --- | | **Please return:**   * **Checklist for conversion of non-trunk item to trunk infrastructure and other relevant checklists,** * **Prescribed form, and** * **all other supporting information**   **by email to:** dalodgement@brisbane.qld.gov.au | |
| 1.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 on this form is correct. Any correspondence issued as a consequence of the request will be issued to the applicant. |   Applicant Name *(company or individual)*   |  | | --- | |  | |  |   Contact Name:   |  | | --- | |  |   Postal Address:   |  |  | | --- | --- | |  | | |  | | |  | Postcode: |   Phone no. Fax no.   |  |  | | --- | --- | |  |  |   Mobile no.   |  | | --- | |  |   E-mail:   |  | | --- | |  |  2. Details of the approved development 2a. Street Address   |  |  | | --- | --- | |  | | |  | | |  | Postcode: |   2b. Real property description   |  | | --- | |  |   2c. Development Application Reference Number   |  | | --- | | **A00** |   2d. Infrastructure Charge Notice (ICN) Number *(if applicable)*   |  | | --- | |  |   2e. Is the development part of a Multi-Permit or Multi-Stage  development? *If yes, please specify the number of stages.*   |  | | --- | |  |   3f. How does the non-trunk item meet the ‘Identified necessary trunk infrastructure criteria’ in Schedule 5 of the Resolution:  *Please attach additional information if required.*   |  | | --- | |  |  4. Applicant’s declaration *I certify that I make this claim in accordance with the Brisbane Infrastructure Charges Resolution and am entitled to make this claim.*  Applicant’s name:   |  | | --- | |  |   Applicant’s signature Date   |  |  |  | | --- | --- | --- | |  |  | /  / | | 3. Details of the non-trunk item for conversion 3a. Indicate the type of non-trunk item for conversion:  *Please place a tick in the appropriate box, if more than one please indicate by ticking more than one box.*   |  | | --- | | Non-trunk item for construction. |  |  | | --- | | Non-trunk item which is land. |   3b. To which network does the non-trunk item belong:  *Please place a tick in the appropriate box, if more than one please indicate by ticking more than one box.*   |  | | --- | | Transport infrastructure network. |  |  | | --- | | Community purposes infrastructure network. |  |  | | --- | | Stormwater infrastructure network. |   3c. Provide a description of the non-trunk item/s:  *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.*   |  | | --- | |  |   3d. Is the development infrastructure consistent with the assumptions about the type, scale, location or timing of future development as stated in the Brisbane City Plan 2014 Local Government Infrastructure Plan (LGIP):  *Please place a tick in the appropriate box.*   |  | | --- | | Yes. |      |  | | --- | | No. |   3e. Is the item located in the Priority Infrastructure Area (PIA) as specified in the LGIP:  *Please place a tick in the appropriate box.*   |  | | --- | | Yes. |      |  | | --- | | No. | | |