|  |
| --- |
| **Proposed change to approval**  |
| Make a submission from **[date]** to **[date]** |
| **Change proposed: [insert description of proposed change to the existing development approval]** |
|  |
| **Where:** [insert street address] |
| **On:** [insert real property description] |
| **Existing approval:** [insert description of existing approval that is proposed to be changed, including application reference number] |
| **Application ref:** [insert development application reference] |
|  |
| **You may obtain a copy of the application and make a submission to:** |
| [Assessment Manager name] |
| [Assessment Manager postal address] |
| [Assessment Manager email] |
| [Assessment Manager phone] |
| [Assessment Manager web] |
| Public notification requirements are in accordance with the *Planning Act 2016* |

*Note text sized used in this template must meet the minimum requirements set out in schedule 3 of the Development Assessment Rules*.