

DEVELOPER SERVICES APPLICATION PORTAL QUICK REFERENCE GUIDES



HOW TO SUBMIT A DESIGN VARIATION

The following document provides you with a Quick Reference Guides for the Developer Services Application Portal.

External Portal



HOW TO SUBMIT A **DESIGN VARIATION**

> You can now submit a Design Variation for your Non-Standard – Minor applications via the portal.



3	Application 22-PNT-56303 Record Type Stage Non Standard Connection - Minor Works Issuing	Initial Submission Date 21/7/2022	Last Customer Response Date	Information Request External Action Flag O O
	toxing Fees Due Awaiting Construct Ascon Su Outstanding Fees 1 Outstanding amount for this application 5461.00 1 Pay My Application Fees 1 Details Application Contacts # Addresses * Documents # Upload File *Document Category -select: # Browse	Complian) Issuing C)	Maintena End of Ma Complete	Refused Cancelled
	P Documents			
	Document Name	✓ Category		✓ Created Date ✓
	22-PNT-56303-2022_08_27_11_52_32 - Charge Notice - For Issue.pdf	Charge Notice		27/08/2022

- When the Design Variation is submitted, a fee is added automatically, and a Charge Notice is generated. .
- To progress, you will need to pay your fees either:
 - via the portal; or 1.
 - download the Charge Notice from the Documents Tab and pay via alternative 2. method.

1 Information Requests Update My Profile	2 PbanUtilities Home Applications In Progress Application History Information Requests Update My Profile × Request Design Variation
22-PNT-56303 Record Type Stage Initial Submission Date Last Customer Response Date O O Non Standard Connection - Minor Works Issuing 21/7/2022 Request Design Variation	2 - PNT-56303 A Uesign Variation may be required in three is a need or row locations for the works to be varied from the relevant design standards, certime design is another specification for the varied from the relevant design standards, certime design is another specification for the varied formattice of the Varied provide to fully complete your request. The following link contains fee information: Fees and charges Once you submit this request you will then be prompted to make this payment. Request D
scuing Fees Due Awaiting Construct Ascon Su Complian Complian Issuing C Maintena End of Ma Complete Refused Cancelled < 🕨	Preserve atlach the rotioning as part of your request: Cancelled • BPEQ signed letter detailing the scope and reasons for the requested variation Cancelled • Bregin information, including relevant drawings and calculations Begin information, including relevant drawings and calculations • Any other documents that will assist assessment of your request, including external agency referrals and approvals, consent from Queensland Government
Outstanding Fees Outstanding amount for this application :\$0.00 Pay My Application Fees	agencies etc. anding amount for th My Application Frees
Details Application Contacts Addresses Documents Fees Information Requests Audits Compliance Linked Applications Application Name Record Type Non-standard connection Image: Compliance Image: Compliance	Soft Name -Select- Application © Browse Address Submit SSON ST, KANGAROO Please ensure you only upload files up to a maximum of SOMB
56 PEARSON ST, KANGAROO POINT, BRISBANE CITY, QLD 4169 21/7/2022 Cancellation Comments Refusal Comments Application Details Refused	plication Details too Type O typ Service Connection 7 Development Applicant any Development Applicant
When you are ready to request a Design Variation, open your application and click on the Design Variation button.	 A Request Design Variation pop-up box will appear. Follow the instructional text by adding details and uploading any required documents.
	 When you are ready to proceed, click the Save button.
Applications In Progress Application History Information Requests Update My Profile	5
Record Type Stage Initial Submission Date Last Customer Response Date Information Request External Action Flag Non Standard Connection - Minor Works Issuing 6/10/2022	Dear Applicant, Your Non Standard Connection - Minor Works application has had its Design Variation process approved as requested. To see this detail, please click this link <u>Developer Services Portal</u> . Kind regards,
ssuing Fees Due Awaiting Construct Ascon Su Complian Complian Issuing C Maintena End of Ma Complete Refused Cancelled	Urban Utilities Developer Services Team
Details Application Contacts Addresses Documents Fees Information Requests Audits Compliance Linked Applications Application Name 22-PNT-56290 Non Standard Connection - Minor Works Ø Related Application Stage Stage	(Reply) (Reply to an) (Protward)
Issuing Primary Address Initial Submission Date 4 GREEN CL, URRAWEEN, FRASER COAST REGIONAL, QLD 4655 6/10/2022	✓ Design Variation Details
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Design Variation Design Variation	
 When the fee is paid, the Design Variation Request Status will be updated to Assessment. This means the Developer Services team will assess the 	 When approved, you will receive an email notification, and the Design Variation Request Status will be updated to Approved.
request. You can find the status in the Design Variation Details component sitting at the bottom of the Details tab of your application.	Note: you can download any related documents under the Documents tab of your application.

