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Introduction

The Logan ePlan is an online planning scheme management platform, available on any internet-connected device via a web browser. The ePlan platform provides:

- An interactive viewer - to view the Logan Planning scheme (LPS) content (text, tables, figures, maps) and facilitate easy navigation, searching, book marking etc.
- Printable/downloadable reports of parts or the entire scheme, as well as code compliance tables for the relevant parts (6, 7, 8 and 9).
- A mapping interface that allows you to view filtered scheme content relevant to a selected property.
- An online portal, where you can lodge feedback and make suggestions for improvement to the current version of the scheme (and/or specific provisions), to be considered for future amendments.
- An interactive viewing and comparison feature (to easily identify changes) for different versions of the scheme, and proposed amendments on public consultation, with an online portal to lodge submissions.

The Logan ePlan complements the Logan PD Hub and PD Online, with the ePlan providing a focus on the LPS content and an alternative map viewing option. A PDF copy of the entire Logan Planning Scheme remains accessible via Council’s website.

Purpose & Scope

The Logan ePlan provides online access to the Logan Planning Scheme and proposed amendments on consultation. It is designed to be used in conjunction with:

- the Logan PD Hub, which is Council’s online hub to support planning and development in the City of Logan, providing interactive mapping, tools, estimators and information reports (e.g. property, flooding, planning);
- PD Online, which provides access to information about development applications lodged with Logan City Council, including associated forms, plans etc.; and
- further information available on Council’s website for related topics such as:
  - development applications and assessment processes (click here), and/or
  - the management of vegetation and our environment (click here).

The Logan ePlan covers the Logan City Council Local Government area, excluding the two Priority Development Areas (PDAs) which are managed by the Queensland Government:

- Yarrabilba, and
- Flagstone.

For areas outside of the City of Logan, please refer to the websites of the relevant local government, e.g. for areas surrounding Logan it may be Scenic Rim, Gold Coast, Ipswich; Brisbane, or Redlands.
General Use & Navigation

Terms of Use for the Logan ePlan are accessible via a link in the ePlan menu. In using the tool, you are accepting the Terms of Use. Please read them carefully upon your first use of the service, and contact Council if you have any questions.

If you believe there is an inconsistency, discrepancy or error in the information displayed, please contact Council (via the link on the ePlan menu) with specific details of the relevant part/section or map of the planning scheme (including locational context if applicable (e.g. property address)).

The Logan ePlan is designed for use within a web browser (Google Chrome is recommended). The ePlan features a responsive design which will adjust to different device screen sizes, including smart phones.

The ePlan's landing page includes the features outlined in the table below.

<table>
<thead>
<tr>
<th>Feature</th>
<th>What it does …</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logan City Council logo (top right)</td>
<td>Provides a link to Council’s website (home page): Logan City Council.</td>
</tr>
<tr>
<td>Logan Planning Scheme 2015 (top left)</td>
<td>Returns you to the ePlan landing/home page, from which you can access any of the features / links.</td>
</tr>
<tr>
<td>News and Updates (box on left)</td>
<td>Displays any current news or updates relating to the Logan Planning Scheme. Clicking on the title of the item will take you to the full list of items, shown in chronological order with the most recent item listed at the top. If there are no current news items, a link to historic items will be available.</td>
</tr>
<tr>
<td>Search bar (top centre)</td>
<td>Allows you to search for a property using street address (by default). The drop down arrow/menu on the right hand side of the search bar allows you to change the search context to be a particular section of the planning scheme, or a specific word. For example:</td>
</tr>
</tbody>
</table>
If you are using the Word search, type the word and then press enter – the search results will be displayed in the viewer, for example:

View Planning Scheme (button in the centre)

Displays the interactive planning scheme viewer which displays the entire Logan Planning Scheme content, with a navigation panel down the left-hand side. The latest version of the scheme is loaded by default, and there is a ‘Change’ link available to select other versions.

See Logan Planning Scheme.

View Map (button in the centre)

Displays the mapping viewer which has an interactive map which allows you to review maps (e.g. zones, overlays) from the Logan Planning Scheme, along with key base maps such as cadastre (property and road boundaries) and aerial imagery. The mapping viewer also includes a property search feature with filtering of the scheme content.

See Logan Planning Scheme Mapping.

Menu: The ePlan’s menu (.SimpleButton) includes the links outlined in the table below.

<table>
<thead>
<tr>
<th>Clicking on ....</th>
<th>Takes you to ....</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home</td>
<td>ePlan landing/home page, from which you can access any of the features / links.</td>
</tr>
<tr>
<td>View the Planning Scheme</td>
<td>The interactive planning scheme viewer which displays the entire Logan Planning Scheme content. See Logan Planning Scheme.</td>
</tr>
<tr>
<td>View Maps (with property search)</td>
<td>The mapping viewer which has an interactive map which allows you to review information from the Logan Planning Scheme and search for a property. See Logan Planning Scheme Mapping.</td>
</tr>
<tr>
<td>Provide Scheme Feedback (Submissions)</td>
<td>An online ePlan Submissions portal to provide feedback about the current scheme or make a submission on a proposed amendment that is currently on public notification.</td>
</tr>
<tr>
<td>About the Planning Scheme</td>
<td>Council’s website, where there is further information about the Logan Planning Scheme, amendments and related topics.</td>
</tr>
<tr>
<td>Code Compliance Tables (MS Word)</td>
<td>MS Word versions of the code compliance tables for Parts 6, 7, 8 and 9 of the Logan Planning Scheme.</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Terms of Use</td>
<td>The Terms of Use Statement for the ePlan.</td>
</tr>
<tr>
<td>Help</td>
<td>This Help guide from Council’s website.</td>
</tr>
<tr>
<td>Logan PD Hub</td>
<td>The <a href="https://www.logan.qld.gov.au/planning-and-building/planning-and-development/logan-planning-scheme">Logan PD Hub</a>, which is Council’s online hub to support planning and development in the City of Logan. It provides a central portal for various online services including mapping, tools, estimators and information reports.</td>
</tr>
<tr>
<td>Infrastructure Charges</td>
<td>The <a href="https://www.logan.qld.gov.au/planning-and-building/planning-and-development/logan-planning-scheme">Infrastructure Planning &amp; Charges</a> webpage, with access to the Logan Charges Resolution and infrastructure charges estimate tools.</td>
</tr>
<tr>
<td>Contact a Planner</td>
<td>The <a href="https://www.logan.qld.gov.au/planning-and-building/planning-and-development/logan-planning-scheme">Contact a planner</a> webpage, which provides contact information for Council’s planning and development services (e.g. phone number, address, email).</td>
</tr>
</tbody>
</table>
Navigating the scheme

The ePlan by default will always display the current version of the planning scheme. To check which version of the scheme you are viewing, and/or the date it commenced, check the top of the navigation panel on the left.

To view any superseded scheme content (from Version 5.1 onwards), select the ‘Change’ option under the version details and select a superseded or historic planning scheme from the list:
To navigate around different parts of the planning scheme you can either:

- Use the panel on the left hand side to select the relevant part, expanding and collapsing parts as you need to;

or

- Search for a specific provision using its number or a key word;
Jump between sections using the embedded links (blue text). Use the ‘back’ button in your browser to return to the previous section you were viewing.

Part 3 Strategic Framework

3.1 Preliminary

1. The strategic framework sets the policy direction for the planning scheme and forms the basis for the implementation of the planning scheme.
2. Mapping for the strategic framework is included in Part 3 and Schedule 2 – Mapping.
3. For the purpose of describing the policy direction for the planning scheme, the strategic direction includes:
   a. the strategic intent;
   b. the following eleven themes that collectively represent the policy intent of the scheme:
      i. settlement pattern;
      ii. residential;
      iii. centres;
      iv. employment;
      v. community;
      vi. rural;
      vii. natural environment;
      viii. natural hazards;

Viewing a proposed amendment

When one or more proposed amendments to the planning scheme are open for public consultation/comment, you can view an amendment of interest using the panel on the left hand side (click ‘Select’). A pop-up box will list any proposed amendments currently available. You can then select (click on) the amendment you would like to view.

Once you have selected an amendment the sections of the planning scheme that are affected by the proposed amendment (i.e. have changes in them), will appear in the navigation pane on the left.

Any proposed changes are clearly highlighted with a blue dashed outline. You can also select ‘Compare’ at the top of the screen to view the amendment side by side with the current planning scheme.
When you select Compare you will be prompted to select which version of the scheme you wish to compare the current content with. When you are viewing a proposed amendment compared to the current scheme version, the right side of the screen will only show content that has been changed so that you can easily scroll down to find the affected sections.
The illustration above is the Compare function in Text changes mode, where the changed text is highlighted. You can alternatively select to show Block changes; in this view the entire section will be highlighted, as illustrated below.

You can toggle between ‘Show Text Changes’ and ‘Show Block Changes’ as often as you need to. Use the ‘X Close’ link on the top right to return to the normal view.

Searching for text

The ePlan allows you to search for a word/provision within the Logan Planning Scheme document. In the search box on the right top corner of the page, type in a word(s) or provision and press enter.

Search results will be displayed in a panel, with the number (count) of matches in each part/section. Expand and collapse each heading by clicking on the arrow to see further details about which specific part of the scheme the word(s)/provision you have searched for appear in.

If you click on a specific part of the scheme listed in the drop down sections, that content will be displayed, highlighting the matches (i.e. the word(s)/(provision you searched for).
Printing or downloading documents

The ePlan allows for printing of either the chapter, whole scheme or the code compliance tables by clicking on 'Print' at the top of the panel where the scheme content is displayed. Content will be delivered in PDF (portable document format).

System print functionality will depend upon the computing device and browser you are using, however in most cases you can select a printing device or save the document as a PDF.

Please note that Code Compliance tables are available only for the relevant parts of the planning scheme (Parts 6, 7, 8 and 9). The ‘Code Compliance’ option will not appear on the menu for other sections of content.

The entire planning scheme will also be accessible on Council’s website at: https://www.logan.qld.gov.au/planning-and-building/planning-and-development/logan-planning-scheme.
To edit the PDF code compliance tables, you can type text into any part of the document (and add comments or other features), noting that the intended use of these documents is for completion of the ‘Comments’ column on the right hand side.

With Adobe Professional, you can also use the ‘Save As Other’ option to export the document into a Microsoft Office format (MS Word or PowerPoint or Excel – depending on the content).
If you don’t have Adobe products, you can still open the PDF file in MS Word:

The PDF document will be converted to MS Word format, noting there may be some minor issues with formatting observed after this conversion:
Bookmarking

The ePlan also allows you to bookmark sections that you frequently use to make it easier and quicker to access them again in the future, using the save device.

To create a bookmark, go to the part of the scheme that you wish to bookmark and press CTRL + D to bookmark the page.

A pop-up box will appear. Type a name for your bookmark and click 'Done' to finish.

View and manage bookmarks using the existing functionality in your web browser (i.e. in the same way as you would for the bookmarks in any other website).

If you are using Google Chrome, click on the ellipses (…) at the top right corner of the browser, click 'Bookmarks', click 'Show bookmarks bar'.

A bar will appear at the top of the browser showing all the bookmarks that you have created. If you click on one of the bookmarks, it will take you straight to that particular section.
You can edit or delete a bookmark by right clicking on it in the bookmarks bar.

Comparing versions

You can compare different versions of the planning scheme by clicking on 'Compare' at the top of the page.

A box will appear to prompt you to choose which version of the scheme you would like to compare the current version against.
The two versions will appear side by side with the revision (version) displayed at the top. Changes in the later version will be highlighted, as illustrated below in green.

If you would prefer, you can use the ‘Show Block Changes’ option at the top right of the page to highlight the sections/provisions which have changed. To switch back to the Text highlight comparison, simply select the ‘Show Text Changes’ option.
To close the compare view and return to the current version of the planning scheme, select the “x Close” option on the top right of the page.

Viewing definitions

Definitions (use definitions, defined activity groups, industry thresholds and administrative definitions) contained in Schedule 1 of the Logan Planning Scheme are available as part of the scheme content. Defined terms will appear in blue text with a dotted underline. You can click on the definition and a pop-up box displaying the definition will appear. To remove the box simply click back on the main content.
6.3.2 Determining the category of development and category of assessment

1. A material change of use is assessable development requiring impact assessment:
   a. unless the table of assessment states otherwise; or
   b. if a use is not listed or defined; or
   c. unless otherwise prescribed within the Act or the Regulation.
2. Reconfiguring a lot is assessable development requiring code assessment unless the tables of assessment state otherwise prescribed within the Act or the Regulation.
3. Building work and operational work are accepted development, unless the tables of assessment state otherwise or prescribed within the Act or the Regulation.
4. Where an aspect of development is proposed on premises included in more than one zone, local plan or overlay, development or assessment for that aspect of development is the highest category under each of the applicable zones.
Searching for a property

You can search for a property by typing the street address or the lot and plan in the search bar located at the top left corner of the web page. Clicking on the little “i” (information) button in the search bar will provide some helpful examples.

Once you start typing an address or a lot and plan, a drop down list will appear so that you can easily select the property you are seeking.

Please note:

- Commas are not used in the street address (e.g. before suburb), however spaces, hyphens and slashes are used as appropriate (see examples in the screen shot).
- The text matching takes a second or two to catch up with your typing (depending on how fast you type), so start typing and then wait for the system to display the list of potential matches, as illustrated below.

- Search results may take some time to appear on the map for the first property (as it is loading the data), but subsequent searches will be faster.
- It may take some time for newly created properties to become available in the tool, as the planning scheme needs to be formally amended to incorporate updated property boundaries.

As an alternative to the text search, you can use the map to locate and click on a property by panning and zooming to the desired location.
Map layers - all
Using the 'Map Tools' box on the right side of the page, you are able to view all available mapping layers and turn them on or off by using the checkboxes (✓).

You can use the Transparency slider to improve the visibility of particular items on the map. For example, the zoning layer uses block-shading which can obscure the aerial imagery underneath. By adjusting the transparency you can still see the aerial imagery (houses, roads, trees etc.) while viewing the zones.

Measurement tools (for area, distance and latitude/longitude location) are also available.

The Legend will help you interpret the symbology (colours and styles) on the maps, and a Help option is available for further detail about map features.
Map layers - specific to selected property
Using the navigation pane on the left side of the page, once a property is selected, you are able to view the mapping layers of the planning scheme that affect **ONLY** the selected property (i.e. a filtered list specific to that property).

Within this navigation pane, if you click on the map icon, it will show you that particular layer on the map. If the scale of the map layer is different to the scale you are currently viewing, the map will resize (zoom in or out) to the appropriate viewing scale for that particular map layer.

To view the part of the planning scheme that specifically relates to the selected property, click on the 'Property Specific Planning Scheme Chapters'.

Once you have selected 'Property Specific Planning Scheme Chapters', it will display **ONLY** the relevant parts of the planning scheme that relate to the selected property (i.e. filters the content).

Alternatively, if there is relevant scheme content relating to a particular layer on the selected property, you can click on the text of the zone/local plan/overlay etc. layer and it will display that particular part of the planning scheme.

If you need to go back to the mapping for the property, click on the image of the property on the left side navigation pane.
To view a Planning Scheme Property Report for the selected property, click on 'Planning Scheme Property Report'. This will take you to the Property Report tool within the Logan PD Hub. This tool provides a report of information about the property (e.g. size, division) and some of key elements of the Logan Planning Scheme 2015 which are applicable (zone(s), precincts, local plans, overlays).

**Property Report**

**Logan Planning Scheme 2015 V.6.0**

**Property Details**

- **Address:** 8 James Street CRESTMEAD QLD 4132
- **Lot/Plan:** Lot 56 SP 163037
- **Property Key:** 271006
- **Property Size:** 601 m² (survey plan area) 601.2 m² (shape area)
- **Division:** 10 Mayor and Councillors

**Zone and precinct:** Low Density Residential - Suburban

For further information, please see Part 6 of the Logan Planning Scheme.

**Local plan:** N/A

**Local plan precinct:** N/A

For further information, please see Part 7 of the Logan Planning Scheme.

**Overlays**

<table>
<thead>
<tr>
<th>Overlay</th>
<th>Area affected</th>
<th>Portion affected</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM - 08.01 - Landslide -&gt; 15% slope</td>
<td>186.5 m²</td>
<td>17.7 %</td>
</tr>
</tbody>
</table>

Please note: the area affected for each overlay is calculated based on the spatial area of the property; slight differences between the survey plan area and the spatial/shape area may exist for some properties. The survey plan area prevails for planning and/or legal purposes/decisions.

For further information about the impact of these overlays on any proposed development, see Part 5 and Part 8 of the Logan Planning Scheme.

**Local Government Infrastructure Plan (LGIP)**

**Please note:** The LGIP represents Council’s intentions for the provision of trunk infrastructure, based on assumptions about changing population, employment and development (i.e. the increasing type, scale and location of demand for this infrastructure). This information is subject to change and should not be relied upon to indicate the exact location and nature of future (proposed) infrastructure. For further information please refer to Part 4 of the Logan Planning Scheme 2015, or contact Council.

**Please note:** This report does not form part of the Logan Planning Scheme. While all reasonable care has been taken in producing this information, Council does not warrant the accuracy, completeness or currency of this information and accepts no responsibility for, or in connection with, any loss of damage suffered as a result of any inaccuracies, errors or omissions, or your reliance on this information.
Online Submissions Portal

Logan’s ePlan includes an online submissions portal where you can lodge the types of feedback outlined below.

**Feedback on the current version of the Logan Planning Scheme**
You can use the online submissions portal to provide feedback and make suggestions for improvement of the Logan Planning Scheme (and/or specific provisions) at any time. This feedback is reviewed and considered as part of the planning for future amendments.

**Submissions about a proposed amendment**
You may also use the online submissions portal to make a submission about proposed amendments to the Logan Planning Scheme which are currently open for public comment/consultation. During the consultation period, any person may make a submission to Council to support or object to all or part of the proposed amendment. Logan's ePlan has an interactive viewing and comparison feature (to easily identify changes) for proposed amendments on public consultation.

There are two ways to make a submission about a proposed amendment - either when viewing a proposed amendment in the ePlan or via the online submissions portal. Both options are explained further below.

**Making a submission - whilst viewing the amendment in the ePlan**
Select the amendment you wish to view and make a submission on (for instructions on how to do this, see ‘Viewing a proposed amendment’).

When you have identified a part of the proposed amendment that you would like to make a submission about, select 'Provide Feedback' at the top of the screen.

A pop-up box will appear asking you to either login, or continue as a guest.

Creating a profile and logging in allows you to save a submission as a draft and return to complete it later. You can also view submissions you have previously lodged.

Continuing as a guest is best for a ‘one-time-only’ submission. You must start and complete the submission in one session.
After you have logged in, or if you choose to continue as a guest, you can click on the provision you would like to comment on, and a box will appear for you to start typing into, as illustrated below. A formatting toolbar (e.g. bold, italics, bullets) is available to help you structure and present your feedback clearly. Please ensure you explain in what way you support or object to the selected provision, and the reasons for that.

Continue to make as many feedback points as you like (e.g. you may wish to comment on several different sections). A count will appear at the top of the page of how many feedback points you have created.

Once you have finished creating all your feedback points, click on 'Edit/Submit Feedback Points', or the View Submission Summary option from the menu. The next screen will display your feedback points (the provisions you provided feedback on). You can delete all or individual feedback points or export the list of provisions and your feedback to html. If you click on the individual provisions, you can see the feedback that you provided and edit it if you wish.
Once you are satisfied with the feedback you have provided, select 'Start Feedback Process'. You will then be taken to the online submissions portal. To submit your feedback, follow the instructions in the 'Making a submission - using the online submissions portal' below.

**Making a submission - using the online submissions portal**

The online submissions portal is accessible from the ePlan menu - click on the menu in the top left corner and select 'Provide Scheme Feedback'.
To provide either feedback or submissions on proposed amendments you may either:

1) **register** - this prompts you to create a profile, which then allows you to save a draft submission and return to complete it later, and you can view all previous submissions you have lodged as that registered user; or

2) **proceed as a guest** - without logging in, you will be prompted to enter your details for each submission you lodge (noting that you cannot save drafts or review previous submissions as a guest).

Within the online submissions portal, you can view the consultations, noting that you can only provide feedback or make a submission on those which are OPEN. Select (click on) one of the open consultations listed, and the next screen will provide further details about what that consultation is about.
Once you have selected the consultation that you would like to provide feedback/submission on, and confirmed that it is the correct one (by reading the details displayed), click the 'Provide Feedback' button.

If you are proceeding as a guest, you will need to provide your name, address and contact details. When your details have been entered (either as a registered user who has logged in, or a guest), you will be able to provide your feedback points (one or more).

For each feedback point, you can select which section, sub-section and provision of the scheme you would like to make a comment on by using the drop down boxes. Once you have selected the relevant provision, the content of that provision will appear below, so that you can confirm you have the right one (or change your selection if required).
If your feedback/submission does not relate to a particular provision of the planning scheme, but is more general in nature about the scheme (or relates to a specific property/location), you may select 'General' from the drop down boxes.
After you select 'Next', you can type your comments into the text box. Please be as specific as possible about what you are suggesting, which property your feedback/submission relates to (if appropriate), and what change you would like to see.

Alternatively or in addition to your comments, you may choose to copy the provision you are making a comment about and type in the changes you are suggesting. You may use **bolding**, _underline_ or _italics_ to make your suggested changes clearly visible.
You may also add an attachment to a feedback point by clicking on the Attachments button. Please note that attachments may only be in PDF and have a 20MB size limit.

Click Save when you have completed your feedback point, to return to the Summary page where you can view or edit the feedback points you have made. To add another feedback point, click on ‘New Feedback Point’. A Delete button is available if required for a selected feedback point.

When you are satisfied that all of your feedback points are complete, please use the Submit button to lodge them to Council. Council will only have access to what you have entered AFTER you have submitted it.

Council will review your feedback/submission and if it is properly made (i.e. contains all of the required information), you will receive an acknowledgement email to the address you have provided. If there is additional information required, or if you have not provided an email address, Council will contact you using the details you have provided.
Please note that if you are a registered user and save a draft feedback/submission, this is not sent to Council. If the closing date for feedback is approaching, the portal will automatically send you an email reminder to complete and submit your feedback/submission.

Release (Version) History

<table>
<thead>
<tr>
<th>Version</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>15 July 2019</td>
<td>Updated to include information about providing feedback on the scheme when viewing an amendment (using the ePlan viewer).</td>
</tr>
<tr>
<td>4</td>
<td>27 May 2019</td>
<td>Updated to include information about the Planning Scheme Property Report and updated information about the compare function and downloading/accessing the code compliance tables.</td>
</tr>
<tr>
<td>3</td>
<td>12 February 2019</td>
<td>Updated to include information about how to view and compare an amendment.</td>
</tr>
<tr>
<td>2</td>
<td>31 January 2019</td>
<td>Updated to include information about the online submissions portal and updated screen shots for new home page image.</td>
</tr>
<tr>
<td>1</td>
<td>10 January 2019</td>
<td>Original version of the document, for limited release.</td>
</tr>
</tbody>
</table>

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