

Info Note: Advice on Planning Applications

What is a planning application?

A Planning Application is required for any type of development in the Shire except for those excluded by Clause 4.1.2 of the Shire of Corrigin's current operative Town Planning Scheme No.2. Town Planning Scheme No.2 is a legal document which guides the way the Shire grows and it assists in assessing and making decisions about planning applications.

Why a planning application is required?

Applications are required so that your plans and information can be assessed and your property inspected to determine whether your proposal is appropriate. Each proposal is assessed to ensure that:

- It complies with the relevant provisions of Town Planning Scheme No.2 and any associated policies;
- Is an appropriate use on the property according to its zoning classification;
- It will not have a detrimental impact upon the locality including the owners and occupants of nearby properties.

What is development?

Under the Planning and Development Act 2005 "Development" is defined as follows:

Development means the development or use of any land, including any demolition, erection, construction, alteration of or addition to any building or structure on the land and the carrying out on the land of any excavation or other works and, in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies, any act or thing that:

- a) is likely to change the character of that place or the external appearance of any building; or
- b) would constitute an irreversible alteration of the fabric of any building.

What requires Planning Approval?

In order to give full effect to the provisions and objectives of Town Planning Scheme No.2, all development, including a change to the use of land, except as otherwise provided, requires the prior approval of the Council in each case. Accordingly, no person shall commence or carry out any development, including a change to the use of any land, without first having applied for and obtained the planning consent of the Council pursuant to the provisions of Part VII of the Scheme.

Specific types of development that don't require planning approval

- (a) The use of land in any reserve where such land is held by Council or vested in a Public Authority,
 - i) for the purpose for which the land is reserved under the Scheme, or;
 - ii) in the case of land vested in a Public Authority, for any purpose for which such land may be lawfully used by that Authority.
- (b) The use of land which is a permitted ("P") use in the zone in which that land is situated provided it does not involve the carrying out of any building or other works.
- (c) The erection of a boundary fence except as otherwise required by the Scheme.
- (d) The carrying out of any works on, in, over or under a street or road by a Public Authority acting pursuant to the provisions of any Act.
- (e) The carrying out of works for the maintenance, improvement or other alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building.

- (f) The carrying out of works urgently required in the public safety or for the safety and or security of plant or equipment or for the maintenance of essential services.
- (g) The erection of a single dwelling house, including ancillary out buildings, on a Lot or Location in a zone where a single dwelling house is permitted by the Scheme and the relevant development standards and requirements of the Scheme are complied with and a building licence is obtained, except where the Lot or Location:
 - (i) abuts any Crown reserve or major road;
 - (ii) adjoins any land which is zoned Commercial, Industrial or Special Use; and/or
 - (iii) does not enjoy frontage to a dedicated/constructed road reservation.
- (h) The carrying out of rural pursuits in the 'Rural' zone.

What information is required with an application?

1 **Application for Planning Consent Form** – to be completed and signed by the landowner.

2 **Site, Floor and Elevation Plans**

- (a) three (3) copies of a plan or plans to a scale of not less than 1:500 showing:
 - (i) street names, lot number(s), north point and the dimensions of the site;
 - (ii) the existing contours of the site and any alteration to these as a result of the proposed development;
 - (iii) the location and proposed use of any existing buildings to be retained, and the location and use of buildings proposed to be erected on the site;
 - (iv) the existing and proposed means of access for pedestrians and vehicles to and from the site;
 - (v) the location, number, dimensions and layout of all car parking spaces intended to be provided;
 - (vi) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site, and the means of access to and from those areas;
 - (vii) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the same;
 - (viii) the location of all trees on-site and the position of these to be either retained or planted as part of the development proposal; and
 - (ix) the nature and extent of any open space and landscaping proposed for the site.
- (b) plans, elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain; and
- (c) any other plan or information that the Council may reasonably require to enable the application to be determined.

Important Note: If the above information is not received there will be significant delays in assessing the application.

The information contained here is a guide only. It is recommended that the advice and assistance of the Planning Services Team be sought in conjunction with any enquiries concerning the use of land within the Shire. Prior to undertaking any development, please discuss your intentions with Council. If you need to make an application your time and money can be saved if you are thoroughly prepared.



SCHEDULE NO. 8
TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)
SHIRE OF CORRIGIN
TOWN PLANNING SCHEME NO. 2
APPLICATION FOR PLANNING APPROVAL

1. Surname _____ Given Name _____

Full Address _____

2. Surname of Landowner _____ Given Name _____

3. Submitted By _____

4. Address for Correspondence _____

5. Locality of Development _____

6. Title Details of Land _____

7. Name of Road Serving Property _____

8. State Type of Development _____

Nature and Size of all Buildings Proposed _____

General Treatment of Open Portions of the Site _____

Details of Car Parking and Landscaping Proposals _____

Approximate Cost of Proposed Development _____

Estimated Time for Construction _____

Signature of Owner

(Both signatures are required if applicant is not the owner)

Signature of Applicant or Agent

Date

Date

Note: This form should be completed and forwarded to the Council together with two copies of detailed plans showing complete details of the development including a site plan showing the relationship of the land to the area generally. In areas where close development exists, or is in the course of construction, plans shall show the siting of buildings and uses on lots immediately adjoining the subject land.

All correspondence to be addressed to: Chief Executive Officer, PO Box 221, Corrigin WA 6375
Phone: 08 9063 2203 Fax: 08 9063 2005 Email: shire@corrigin.wa.gov.au

Development Application Checklist
(to be submitted with planning application form)

	Information / Documentation Required	Applicant	Shire Office Use Only
1.	Completed Application Form (signed by owner) <i>If subject to a change of ownership the purchaser should complete the Form 1 as the owner and attach a copy of the "Offer and Acceptance"</i>	Yes No	Yes No Not Required
2.	Application Fee	Yes No	Yes No Not Required
3.	Site Plan – 3 copies	Yes No	Yes No Not Required
4.	Floor Plan – 3 copies	Yes No	Yes No Not Required
5.	Elevation Drawings -3 copies	Yes No	Yes No Not Required
6.	Schedule detailing materials and colours to be used (see form attached)	Yes No	Yes No Not Required
7.	Schedule detailing any proposed variations to town planning scheme, policy requirements or Residential Planning Code Requirements	Yes No	Yes No Not Required
8.	Additional Information: <i>Commercial Development details</i>	Yes No	Yes No Not Required
	<i>Commercial Vehicle Details Home</i>	Yes No	Yes No Not Required
	<i>Occupation/Home Business details</i>	Yes No	Yes No Not Required

The provision of all of the required information will assist the Shire in minimising the time taken to assess and determine applications. The Shire also reserves the right to request additional information to assist the assessment and determination of the proposal should the need arise.

Schedule of Materials & Finishes

(to be submitted with all planning applications for new buildings or additions to existing buildings)

Building Type	Component	Materials	Colour
House	Walls		
	Roof		
	Gutters		
	Windows		
	Other (detail)		
Shed	Walls		
	Roof		
	Gutters		
	Windows		
	Other (detail)		
Driveway			
Paths/Paving			
Water Tanks			
Other (detail)			

Notes:

- 1 Colour – state product name and shade (e.g. Colorbond “Eucalyptus”).
- 2 In “Other” for sheds and houses detail any additional trims such as verandah posts, fascias etc.

Shire of Corrigin
SCHEDULE OF TOWN PLANNING FEES FOR 2013/2014
Part 1 – Maximum fixed fees
(Effective 1 July 2013)

Item	Description of Planning Service	Maximum Fee
1.	Determining a development application (other than for an extractive industry) where the development has <u>not</u> commenced or been carried out and the estimated cost of the development is -	
	(a) not more than \$50 000	\$147
	(b) more than \$50,000 but not more than \$500,000	0.32% of the estimated cost of development
	(c) more than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000
	(d) more than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million
	(e) more than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million
	(f) more than \$21.5 million	\$34,196
2.	Determining a development application (other than for an extractive industry) where the development has commenced or been carried out.	The fee in item 1 plus, by way of penalty, twice that fee.
3.	Determining a development application for an extractive industry where the development has <u>not</u> commenced or been carried out.	\$739
4.	Determining a development application for an extractive industry where the development has commenced or been carried out.	The fee in item 3 plus, by way of penalty, twice that fee
5.	Providing a subdivision clearance for: (a) not more than 5 lots (b) more than 5 lots but not more than 195 lots (c) more than 195 lots	\$73 per lot \$73 per lot for the first 5 lots and then \$35 per lot \$7,393
6.	Determining an initial application for approval of a home occupation where the home occupation has <u>not</u> commenced.	\$222
7.	Determining an initial application for approval of a home occupation where the home occupation has commenced.	The fee in item 6 plus, by way of penalty, twice that fee
8.	Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	\$73
9.	Determining an application for the renewal of an approval of a home occupation where the application is made after the approval has expired.	The fee in item 8 plus, by way of penalty, twice that fee
10.	Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has <u>not</u> commenced or been carried out.	\$295
11.	Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	The fee in item 10 plus, by way of penalty, twice that fee
12.	Public advertising of development applications, scheme amendments or structure plans.	Cost plus 10% administration fee plus 10% GST
13.	Providing a zoning certificate.	\$73
14.	Replying to a property settlement questionnaire.	\$73
15.	Providing written planning advice.	\$73

16.	Scheme Amendments	
	(a) upon lodgement of the Scheme Amendment request with the local government.	\$1,350 plus 10% GST
	(b) following initiation of Scheme Amendment by the local government and prior to referral to the EPA for environmental clearance.	\$1,350 plus 10% GST
17.	Structure Plans	
	(a) upon lodgement of the Structure Plan with the local government.	\$1,350 plus 10% GST
	(b) following adoption of the Structure Plan by the local government and prior to public advertising.	\$1,350 plus 10% GST

Note: All fees are exclusive of GST unless otherwise indicated.