APPLICATION FOR DEVELOPMENT APPROVAL

(PLEASE USE BLOCK LETTERS & COMPLETE ALL BOXES) Application No: _____

OWNER DETAILS:

Name(s): _____

ABN (if applicable): _____

Postal Address: _____

_____Postcode: _____

Phone: _____Email: _____

Contact person for correspondence: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62 (2)

APPLICANT DETAILS: (if different from owner)

Name: _____

Postal Address: _____

_____Postcode: _____

Phone: _____ Email: _____

Contact person for correspondence:_____

The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. ☐ ***Yes*** ☐ ***No***

Signature: _____ Date: _____

PROPERTY DETAILS:

Assessment No: A_____ Lot/Location No: _____ House/Street No: _____

Street Name: _____ Locality/Suburb: _____

Diagram/Plan No: _____ Cert. of Title/Vol. No: _____ Folio No: _____

Title encumbrances: (eg easements, restrictive covenants): _____

PROPOSED DEVELOPMENT:

Nature of Development: ☐ Works ☐ Use ☐ Works and Use

Is an exemption form development claimed for part of the development? ☐ Yes ☐ No

If yes, is the exemption for: ☐ Works ☐ Use

Description of Proposed works and/or Land Use: _____

Description of exemption claimed (if relevant): _____

Nature of any existing buildings and/or land use: _____

Approximate Cost of proposed development: _____

Estimated Time of Completion: _____

Please refer over for the information required to be submitted with this application and the schedule of fees. This application will not be processed without all required information including payment of the appropriate fee.

OFFICE USE ONLY:

Date Received: _____ Application No: _____

Accepting Officer's Initials: _____ File Number: _____

Required Fee: $_____ Date Paid: _____

ACCOMPANYING MATERIAL

The provision of sufficient information accompanying an application for planning approval will ensure that the application will:

- Be considered entirely on its merits but with regard to the public interest; and
- Dealt with in an expeditious and efficient manner.

More specifically, it will enable Council (and its authorised officers) as the responsible decision-making authority to:

- Have a reasonable understanding of the general nature and processes of the development proposed;
- Gauge the likely impact and effect of the development proposed on the local neighbourhood in which it is proposed and the community overall; and
- Determine whether the development controls can be met and the objectives of both the zone in which the development proposed is to take place and the Scheme overall can be achieved.

Unless the Local Government waives any particular requirement every application of planning approval is to be accompanied by:

(a) A covering letter outlining the general nature of the proposed development and where relevant:

i. A description of processes involved, with particular reference to the likely emission of any noise, vibration, smell, light, electrical interference, fuses, smoke, dust, oil and other waste products, vehicular traffic generation, and whether safety or health hazard to nearby residents and/or occupiers of land and buildings;

ii. The number of persons proposed to be employed in the undertaking of the development;

iii. The date and hours of operation of the development;

iv. The nature and extent of any machinery proposed to be used in the operation of the development (including likely noise levels to be generated); and

v. The number of vehicles to be used in connection with the undertaking and operation of the development.

(b) **Three copies** of the plan or plans to a scale of not less than 1:100 showing:

i. The location of the site including street names, lot numbers, north point and the dimensions of the site;

ii. The existing and proposed ground levels over the whole of the land the subject of the application and the location, height and type of all existing structures, and structures and vegetation proposed to be removed;

iii. The existing and proposed use of the site, including proposed hours of operation, and buildings and structures 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; and

viii. The nature and extent of any open space and landscaping proposed for the site.

(c) Plans, elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain;

(d) Any specialist studies that Local Government may require the applicant to undertake in support of the application such as traffic, heritage, environmental, engineering or urban design studies; and

(e) Any other plan or information that the Local Government may require to enable the application to be determined.

TOWN PLANNING SERVICES FEES
(2015 / 2016)

ITEM	DESCRIPTION OF TOWN PLANNING SERVICE	FEE
1	Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is: a) Not more than $50,000 b) More than $50,000 but not more than $500,000 c) More than $500,000 but not more than $2.5 million d) More than $2.5 million but not more than $5 million e) More than $5 million but not than $21.5 million f) More than $21.5 million	 $147 0.32% of the estimated cost of development $1,700 + 0.257% for every $1 in excess of $500,000 $7,161 + 0.206% for every $1 in excess of $2.5m $12,633 + 0.123% for every $1 in excess of $5m $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 not 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	Assessing amended plans (this applies where a determination has already been given by the City or where amended plans are submitted and not requested by the City)	66% of the original application fee with a minimum of $73
6	Single House – Residential Design Codes performance criteria or Local Planning Scheme variation assessment	$73 per performance criteria / Local Planning Scheme variation assessed with a minimum of $147 and a maximum of $730
7	Demolition where Development Approval required	$147
8	Determining an initial application for approval of a home based business (including cottage industry) where the home based business has not commenced	$222
9	Determining an initial application for approval of a home based business (including cottage industry) where the home based business has commenced	The fee in item 8 plus, by way of penalty, twice that fee
10	Determining an application for the renewal of an approval for a home based business (including cottage industry) or other Development Approval	$73
11	Determining an application for change of use or for alteration or extension or change of a non-conforming use which item 1 does not apply and where the change of use has not commenced	$295
12	Determining an application for change of use or for alteration or extension or change of a non-conforming use which item 1 does not apply and where the change of use has commenced	The fee in item 11 plus, by way of penalty, twice that fee
13	Extension of current Development Approval	$137 (GST inclusive)
14	Relocation of building envelope	$147
15	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 $35 per lot thereafter $7,393
16	* Minor Scheme Amendment (i.e. an amendment that involves only textural changes or rectifies a zoning anomaly)	$4,224 (GST inclusive) (50% refundable if not advertised)
17	* Major Scheme Amendment (i.e. an amendment that involves a zoning change)	$7,746 (GST inclusive) (50% refundable if not advertised)
18	* Minor Structure Plans or similar Modifications to Plans once approval given	$3,515 (GST inclusive) – (50% refundable if not advertised) $1,131 (GST inclusive)
19	* Major Structure Plans or similar Modifications to Plans once approval given	$6,345 (GST inclusive) – (50% refundable if not advertised) $2,254 (GST inclusive)
20	* Local Development Plan or similar	$979 (GST inclusive)
21	Issue of zoning certificate	$73
22	Issue of Section 40 certificate or similar	$80 (GST inclusive)
23	Issue of written planning advice	$73
24	* Road / R.O.W / P.A.W. request for closure	$690 (GST inclusive)
25	Advertising: a) On site signage b) Newspaper advertising	 $340 per sign (GST inclusive) $340 per advertisement (GST inclusive)
26	CD digital copy of planning document	$27.50 (GST inclusive)
27	Pre-strata inspection	$345 (GST inclusive)