



APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details (Please ensure that ALL Landowners sign this form)			
Name			
ABN (if applicable)			
Postal Address			
		Postcode	
Phone	Home:	Mobile:	
Email Address			
Contact person(s) for Correspondence			
Signature:			Date:
Signature:			Date:
<p><i>The signature of the owner(s) is required on all applications. This application will not proceed without the 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).</i></p>			
Applicant Details (if different from owner)			
Name			
Postal Address			
		Postcode	
Phone	Home:	Mobile:	
Email Address			
Contact person(s) for Correspondence			
<p>The information and plans provided with this application may be made available by the local government for public viewing in connection with this application.</p>			Yes
Signature			

Property Details			
Lot No	House No	Location No	
Diagram or Plan No	Certificate of Title Vol. No	Folio	
Title encumbrances (e.g. easements, restrictive covenants):			
Street Name		Suburb	
Nearest Street Intersection:			
Nature of Proposed Development (Please ensure to tick one box below)			
Works Means any demolition, erection, construction, alteration of or addition to any building/structure or any excavation carried out on the land.		<input type="checkbox"/> Works	
Use The action of using something or the state of being used for a purpose (i.e. Dwelling being used for a holiday house or home occupation).		<input type="checkbox"/> Use	
Works and Use Any application that involves both of the above.		<input type="checkbox"/> Works and Use	
Is an exemption from development claimed for part of the development? If yes, is the exemption for:		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use (PLEASE TYPE BELOW YOUR PROPOSAL)			
Description:			
Description of exemption claimed (if relevant)			
Nature of any existing buildings and/or land use			
Approximate cost of proposed development (excl. GST)		\$	
Estimated time of completion of Development			
Office Use Only			
Acceptance Officer's Initials		Date Received	
Local Government Reference Number			

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Additional Information for Sign Applications only

1. Description of property on which advertisement is to be displayed including full details of its proposed position within that property:

2. Details of proposed sign:

(a) Type of structure on which advertisement is to be erected (i.e. freestanding, wall mounted, other):

(b) Height: _____ Width: _____ Depth: _____

(c) Colours to be used:

(d) Height above ground level –

to top of advertisement: _____

to underside: _____

(e) Materials to be used:

Illuminated: Yes _____ No _____

If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source:

3. Period of time for which advertisement is required:

4. Details of signs (if any) to be removed if this application is approved:

Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above.

Signature of advertiser(s): _____

(if different from land owners) _____

Date: _____

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DEVELOPMENT APPROVAL CHECKLIST

Clause 63 of the Deemed provisions of the Scheme requires appropriate information to accompany every application for planning consent. This checklist sets out the minimum required information for an application to be considered complete. The level of information required may vary depending the nature of an application.

Any Application not meeting minimum information requirements will not be accepted.

All applications require a brief covering letter providing details of the proposed development/land use. This should include details of compliance with the Scheme and relevant Shire local planning policies and should provide appropriate justification where applicable for any variation to Scheme, local planning policies or Residential Design Codes. Variations to R-Codes will require a detailed assessment /justification against the design principles.

If the proposal is required to be advertised or notified under the provisions of the Scheme, the application will attract an additional fee. You will be invoiced in accordance with the Shire's Fees and Charges prior to advertising.

ALL APPLICATIONS SHALL BE ACCOMPANIED BY :
(If lodged electronically a printing fee will be charged)

Tick

Application form fully completed and signed by *all* landowners or strata owners where applicable.

Cover letter providing details of proposed development (as described above)

Planning Fee - As per Council's Fees and Charges Schedule (fee due on lodgment)

Copy of current Certificate of Title and Deposited Plan.

SITE PLANS (1 copy) (preferred scale of not less than 1:500) including:

- Lot boundaries, dimensions & street frontages
- Dimensions of building envelope (where applicable)
- Proposed development (include setback details) and existing structures/ structures to be removed
- Contours, existing and proposed levels, finished floor levels
- Existing vegetation, proposed landscaping areas and proposed clearing
- Easements, rights of carriageway, sewer/drainage lines, power poles, manholes and footpaths on site or in verge
- On-site effluent disposal system (if applicable)
- Existing/proposed parking, access ways and crossovers
- Fencing / Screen walls (location, height, materials)
- Scale, lot/street number(s), address, owner's name, drawn by, date drawn, north arrow

ELEVATIONS (1 copy) including: (not required for change in use or intensive agriculture)

- Proposed structures all elevations (additions to include existing structures) showing natural ground level and dimensions.
- External finishes (including schedule of colours and materials)

FLOOR PLANS (1 copy) including

- Total Floor Area, Proposed Floor Area of Use(s)
- Sanitary facilities, Entry/Exits, Internal Walls

The Shire may within 21 days of receipt of the application request additional information or justification where it is considered necessary to enable an informed assessment of the proposal. Where further information is required you will have 21 days to provide the information requested, or alternatively you can withdraw your application.

Any queries regarding your application please contact the Shire office on (08) 91626649. Please note, this checklist is in relation to development consent only.

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