

# Application for Planning Approval

Assessment No.

## OWNER DETAILS

Name: \_\_\_\_\_ ABN: \_\_\_\_\_

Address: \_\_\_\_\_ P/code: \_\_\_\_\_

Phone: \_\_\_\_\_ Work contact: \_\_\_\_\_ Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_ 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 the required signature(s). For the purpose 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: \_\_\_\_\_ ABN: \_\_\_\_\_

Address: \_\_\_\_\_ P/code: \_\_\_\_\_

Phone: \_\_\_\_\_ Work contact: \_\_\_\_\_ Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_ 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

Lot No.: \_\_\_\_\_ House/Street No.: \_\_\_\_\_ Location No.: \_\_\_\_\_

Diagram or Plan No.: \_\_\_\_\_ Certificate of Title: Vol: \_\_\_\_\_ Folio: \_\_\_\_\_

Title encumbrances (eg. easements, restrictive covenants): \_\_\_\_\_

Street name: \_\_\_\_\_ Suburb: \_\_\_\_\_

Nearest Street intersection: \_\_\_\_\_

## OFFICE USE ONLY

Acceptance Officer's initials: \_\_\_\_\_ Date received: \_\_\_\_\_

Local Government reference No.: \_\_\_\_\_



## PROPOSED DEVELOPMENT

Nature of Development:       Works                       Use                       Works and use

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

If yes, is the exemption for:       Works       Use

Description for 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: \_\_\_\_\_

## APPLICATION FOR PLANNING APPROVAL

If planning approval is required, it must be obtained prior to the commencement of development.

### Information Required

An application for planning approval should be accompanied by the following information:

1. A site plan to scale of not less than 1:200 and a floor plan 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 hours of operation, and building 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 and 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;
2. Plans, elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain;
3. Any specialist studies that local government may require the applicant to undertake in support of the application such as traffic, heritage, environment, engineering or urban design studies; and
4. Any other plan or information that the local government may require to enable the application to be determined.

The Council reserves the right to seek any further information that it may require to make a complete assessment of the development application.

### Additional Information for Heritage Matters

Where an application relates to a place entered on the State Register of Heritage Places, the Shire's Municipal Inventory or located within an identified heritage area, the Council may require an applicant to provide one or more of the following to assist in its determination of the application:

1. Street elevations drawn to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application, and drawn as one elevation;
2. A detailed schedule of all finishes, including materials and colours of the proposed development and, unless the local government exempts the applicant from the requirement or any part of it, the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot.

### Planning Fees

Development application fees are to be paid at the time of lodging the application for planning approval. Please refer to the Shire of Toodyay's Schedule of Fees and Charges for further information,

### Advice

You are encouraged to contact the Shire's Planning and Development Department to discuss your application.

### NOTE:

1. *This application can only be signed by the owner, purchaser under option of the land on which the development is proposed.*
2. *This is not an application for a building licence. Separate application forms and plans are to be submitted for such, after Planning Consent has been obtained.*