

## Form of Application for Development Approval

OWNER DETAILS		
Name:		
ABN (if applicable):		
Address: .....		
..... Postcode: .....		
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		.....
Mobile: .....		
Contact person		
Signature:		Date:
Signature:		Date:
<i>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 (Town Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i>		
APPLICANT DETAILS (IF DIFFERENT TO OWNER)		
Name:		
Address: .....		
..... Postcode: .....		
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		.....
Mobile: .....		
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. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

**PROPERTY DETAILS**

Lot No:	House/Street No:	House/Street No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:	Suburb:	
Nearest street intersection:		

**PROPOSED DEVELOPMENT**

Nature of development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input type="checkbox"/> Works and use
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, is the exemption for:	<input type="checkbox"/> Works <input type="checkbox"/> 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 (excludes GST):	
Estimated time of completion:	

<i>OFFICE USE ONLY</i>	
Acceptance Officer's initials:	Date received:
Local government reference No:	

# PLANNING APPLICATION CHECKLIST

**Please note that the City is moving to a paperless environment and therefore applications are to be submitted on a USB Drive in PDF, JPEG & TIFF format with only x1 set of plans and supporting documentation in hard copy**

Information Requirements	Tick
<b>Completed Application for Development Approval (and/or Schedule 6 for signage) signed by property owner/ responsible authority attached</b>	
<b>Appropriate fee</b>	
<b>Consent for Indemnity</b>	
<b>Current copy of Certificate of Title with Diagram and Strata Plan where applicable – <u>These can be obtained from <a href="http://www.landgate.wa.gov.au">www.landgate.wa.gov.au</a></u></b>	
<b>Detailed written statement in support of the proposal including:</b>	
<ul style="list-style-type: none"> <li>• Full details of the use/development</li> </ul>	
<ul style="list-style-type: none"> <li>• Compliance with Scheme/R-Codes/Policies</li> </ul>	
<ul style="list-style-type: none"> <li>• Justification for any variations</li> </ul>	
<ul style="list-style-type: none"> <li>• Any further information that the City may reasonably require to better understand the proposed development</li> </ul>	
<ul style="list-style-type: none"> <li>• Design Quality Statement for 3 or more grouped/multiple dwellings</li> </ul>	
<b>Lots identified in Bushfire prone areas require the following:</b>	
<ul style="list-style-type: none"> <li>• Bushfire attack level assessment carried out in accordance with the methodology contained in the Planning for Bush Fire Protection Guidelines (Latest Edition)</li> </ul>	
<ul style="list-style-type: none"> <li>• A statement or report that demonstrates that all relevant bushfire protection acceptable solutions, or alternatively all relevant performance criteria, contained in the <i>Planning for Bush Fire Protection Guidelines (Latest Edition)</i> have been considered and complied with, and effectively address the level of bush fire hazard applying to the land</li> </ul>	
<b>Site Plan, Floor Plan &amp; Elevations to scale of 1:100, 1:200 or 1:500 (1 copy)</b>	
<ul style="list-style-type: none"> <li>• The property in the context of its surroundings</li> </ul>	
<ul style="list-style-type: none"> <li>• Lot number(s), area, boundaries, dimensions of the site and North point</li> </ul>	
<ul style="list-style-type: none"> <li>• Location of existing buildings to be retained</li> </ul>	
<ul style="list-style-type: none"> <li>• Location of proposed buildings and their features (e.g. air conditioning units, clothes drying facilities, etc)</li> </ul>	
<ul style="list-style-type: none"> <li>• Details of roads, access ways, crossovers, car parking and manoeuvring, fencing and verge treatments</li> </ul>	
<ul style="list-style-type: none"> <li>• Location and details of existing and proposed landscaping</li> </ul>	
<ul style="list-style-type: none"> <li>• Details of open space and outdoor living areas</li> </ul>	
<ul style="list-style-type: none"> <li>• Site levels and floor levels</li> </ul>	
<ul style="list-style-type: none"> <li>• Location and details of cut/fill and method of retaining</li> </ul>	
<ul style="list-style-type: none"> <li>• Method of stormwater treatment</li> </ul>	
<ul style="list-style-type: none"> <li>• Location of bin storage areas (4 or more grouped dwellings and commercial/industrial developments only)</li> </ul>	
<ul style="list-style-type: none"> <li>• Location of adjoining buildings and separation distances</li> </ul>	
<ul style="list-style-type: none"> <li>• Feature &amp; Contour Survey</li> </ul>	
<b>Additional Requirements:</b>	
<ul style="list-style-type: none"> <li>• Coloured streetscape perspectives for all new build commercial and industrial development irrespective of the estimated cost of development</li> </ul>	
<ul style="list-style-type: none"> <li>• Coloured streetscape perspectives for all new build residential development exceeding \$500,000 (and includes Single Houses)</li> </ul>	
<ul style="list-style-type: none"> <li>• Developers endorsement of the proposed development (where required)</li> </ul>	
<ul style="list-style-type: none"> <li>• Waste Management Plan</li> </ul>	
<ul style="list-style-type: none"> <li>• Acoustic Report/Noise Management Plan</li> </ul>	
<ul style="list-style-type: none"> <li>• Landscape Plan</li> </ul>	

**Applications will only be accepted if they are accompanied by the complete package of information as detailed above, including this Checklist, and signed by the Applicant below.**

Applicant Signature

Print Name

Date

**Notes:**

- The above information is required to enable an initial assessment of the application only. If required the City may make a further request for additional supporting information to facilitate the assessment process.**
- This is not an application for a Building Permit. A separate application must be made to the City's Building Service.**
- Please note that the lodgement of an application may trigger the requirement for the payment towards a development contribution plan. Please ensure as the signing authority you are aware of this liability.**

## CONSENT AND INDEMNITY FORM

Proposed development:  .....  .....	
Lot No.	Street No.
Street Name:	Suburb:
"the applicant hereby consents to copies of this application and all accompanying plans and documents being made available to the Council and members of the public, under the provisions of the Local Government Act 1995 and indemnifies the City against all loss and damage which it may suffer in respect of any claims brought against the City for infringement of copyright or breach of confidence relating from copies of any such plans or other documents being made available to members of the public."	
Author of Plans Signature:	Date:
<i>The Council acknowledges that where an applicant refuses to sign the consent and indemnity form, plans may still be included on an agenda and be displayed to members of the public (outside the statutory requirements) as the City still has a statutory duty to receive and determine development applications. (Note: There is no legal basis upon which an applicant can be required to sign the indemnity and consent form as a condition of having the application processed.)</i>	

# PLANNING SERVICES FEES & CHARGES

## DEVELOPMENT

Determination of development application (other than for an extractive industry) where the estimated cost of the development is –

<b>Under \$50,000</b>	<b>\$147</b>
<b>\$50,000 - \$500,000</b>	<b>0.32% of the estimated cost of development</b>
<b>\$500,000 - \$2.5 million</b>	<b>\$1,700 + 0.257% for every \$1 in excess of \$500,000</b>
<b>\$2.5 million - \$5 million</b>	<b>\$7,161 + 0.206% for every \$1 in excess of \$2.5 million</b>
<b>\$5 million - \$21.5 million</b>	<b>\$12,633 + 0.123% for every \$1 in excess of \$5 million</b>
<b>More than \$21.5 million</b>	<b>\$34,196</b>
and, if the development has commenced or been carried out, an additional amount, by twice the amount of the maximum fee payable for determination of the application.	

<b>Change of Use</b>	<b>\$295</b>
<b>Application for alteration or extension or change of a non-conforming use</b> and, if the change of use, the alteration or extension or change of non-conforming use has commenced, the fee is by way of penalty, twice that fee.	<b>\$295</b>

<b>Renewal/Modification or Cancel of Development Approval</b>	<b>\$295</b>
---	--------------

<b>Home Occupation/ Home Business</b> and, if the home occupation is already commenced an additional amount of \$444 by way of penalty.	<b>\$222</b>
--	--------------



<b>Extractive Industry</b> and, if the development has commenced or been carried out, the fee above plus by way of penalty, twice that fee \$1478.	<b>\$739</b>
---	--------------

## ADVERTISING OF DEVELOPMENT APPLICATIONS

<b>0-10 Letters</b>	<b>No Charge</b>
<b>11-50 Letters</b>	<b>\$100</b>
<b>51-100 Letters</b>	<b>\$200</b>
<b>101-150 Letters</b>	<b>\$300</b>
<b>151+ Letters</b>	<b>\$400</b>

## SUBDIVISION CLEARANCES

<b>Not more than 5 lots</b>	<b>\$73 per lot</b>
<b>More than 5 lots but not more than 195 lots</b>	<b>\$73 per lot for the first 5 lots then \$35 per lot</b>
<b>More than 195 lots</b>	<b>\$7,393</b>

## BUILT STRATA

<b>Not more than 5 lots</b>	<b>\$65 per lot + a base rate of \$656</b>
<b>Fee per lot in excess of 5 lots</b>	<b>\$43.50 per lot for 6 – 100 + base rate of \$981</b>
<b>More than 100 lots</b>	<b>\$5,113.50</b>

## LOCAL DEVELOPMENT PLANS

<b>Local Development Plan</b>	<b>\$1500</b>
<b>Modification to Local Development Plan</b>	<b>\$750</b>

## MISCELLANEOUS

<b>Zoning Statements/Zoning Certificates</b>	<b>\$73</b>
<b>Reply to a property settlement questionnaire</b>	<b>\$73</b>
<b>Issue of written planning advice</b> <i>Also applies to research and written information not associated with a current development, subdivision or rezoning application.</i>	<b>\$73</b>
<b>Section 40 Liquor Licensing Certificates</b>	<b>\$200</b>



**NOTE:** While this list describes application fees, please be aware you may be subject to **DEVELOPMENT CONTRIBUTIONS** if your proposal is approved. For more information visit: [www.cockburn.wa.gov.au/developmentcontributions](http://www.cockburn.wa.gov.au/developmentcontributions) or contact 9411 3444.