



PLANNING – RETROSPECTIVE PLANNING APPLICATION

DEVELOPMENT SERVICES INFORMATION NOTE

What is a Retrospective Planning Application?

A Retrospective Planning Approval is an application lodged with the intention to gain approval following the commencement of a development. A Planning Application is separate to a Building Application and is required for any type of development that is not permitted outright by the Town Planning Scheme. The Town Planning Scheme is a document that guides the way the Shire of York grows and changes and it assists Council in day to day decisions about applications.

The Shire is able to approve an existing development or use of land that would otherwise comply with the Scheme. If a retrospective planning approval is granted, no action should be undertaken by Council for the unlawful commencement of the development or use.

Alternatively, if the development or use breaches the Scheme and is not brought into compliance, Council in addition to using a refusal decision may undertake further action, such as prosecution, until the development conforms to the provisions of the Scheme.

What information is required by Council?

You may make application either in person at the Council office, or by post. Council requires the following information:

- Schedule 9 Application for Planning Consent;
- Payment of the relevant fees, as per the Schedule of Fees and Charges;
- Three (3) copies of a scaled site plan showing the entire site and all buildings, dimensions and areas, the location of different use areas, landscape areas, parking areas including access ways, crossovers and loading and unloading areas, elevations and details of any proposed signs (number, location, size and colour), etc.
- Three (3) copies of floor plans of all buildings on site which are the subject of the unapproved development or land use.
- Written justification as to why Council should accept the application and not instigate compliance action.

More Information...

For further information you can refer to the Local Planning Policy – Retrospective Planning Applications on our website www.york.wa.gov.au. Alternatively please contact the Shire of York on (08) 9641 2233 or records@york.wa.gov.au.

DISCLAIMER

This Information Sheet is a guide only.
The Shire of York accepts no responsibility for errors or omissions.

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