



LOCAL PLANNING SCHEME NO. 3

APPLICATION FOR DEVELOPMENT APPROVAL

Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2 Part 11, Cl.86(1)

\$147.00	Application fee to be paid for developments not commenced under \$50,000 in value.		
\$441.00	Application fee to be paid for developments that have commenced without planning approval under \$50,000 in value.		
\$295.00	Change of Use (not commenced)	\$885.00	Change of Use (commenced)
\$222.00	Home Business (not commenced)	\$666.00	Home Business (commenced)
\$360.00	Advertising Fee (local paper and mail out only)	\$93.00	Planning Approval Amendments (minor)

NOTE: Applications with a value of works exceeding \$50,000 in value are charged in accordance with the *Planning and Development Regulations 2009 – Schedule 2*. Retrospective applications exceeding \$50,000 in value are charged in accordance with the Regulations.

OWNERS DETAILS

Name:			ABN (If Applicable):	
Postal Address:			Postcode:	
Phone:(Wk):		(Home):	Mobile:	
Contact Person:			Email:	
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:			Postcode:	
Postal Address:			Mobile:	
Phone:(Wk):		(Home):		
Contact Person for Correspondence:				
Email:				

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:	
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PROPERTY DETAILS

Lot No:		House / Street No:		Location No:	
Street Name:			Suburb:		
Diagram/Plan No:		Volume No:		Folio No:	
Title Encumbrances (E.G. Easements, Restrictive Covenants):					
Nearest Street Intersection:					

Nature of Development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input type="checkbox"/> Works & Use
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Is an exemption from development claimed for part of the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, is the exemption for:	<input type="checkbox"/> Works <input type="checkbox"/> Use
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Description of proposed works and/or land use:	
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Description of exemption claimed (if relevant):	
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Nature of any existing buildings and/or land use:	
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Approximate Cost of Proposed Development:	\$	Estimated Time of Completion:	
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OFFICE USE ONLY

ACCEPTANCE OFFICERS INITIALS:		DATE RECEIVED:	
REFERENCE NO:	P	RECEIPT NO:	
TOTAL FEES PAID:	\$		

APPLICATION CHECKLIST

ALL APPLICATIONS MUST INCLUDE	
<input type="checkbox"/>	Completed 'Application for Development Approval' Form <i>Application is to be signed by landowner and applicant. If more than one owner, all owners must sign or give written permission to lodge application. This includes all owners of a Strata Plan, or evidence of permission to lodge application.</i>
<input type="checkbox"/>	Covering letter detailing proposed development
<input type="checkbox"/>	A copy of Certificate of Title
<input type="checkbox"/>	Payment of relevant fees
<input type="checkbox"/>	Two copies of relevant scaled plans
SITE PLAN (to be annotated and appropriately labelled)	
<input type="checkbox"/>	North point and legible scale
<input type="checkbox"/>	Lot dimensions and area
<input type="checkbox"/>	Existing natural ground levels (contours with maximum intervals of 0.5m)
<input type="checkbox"/>	Proposed finished site/floor levels
<input type="checkbox"/>	Proposed sand pad levels (and/or proposed retaining)
<input type="checkbox"/>	Drainage details and stormwater management
<input type="checkbox"/>	Location of <u>all</u> existing <u>and</u> proposed development and significant features on the site <i>This includes buildings, septic tanks, leach drains, soak wells, significant vegetation, rocks, walls, fences, easements, waterways or other encumbrances, lakes, etc.</i>
<input type="checkbox"/>	Existing and proposed access ways
<input type="checkbox"/>	Setbacks to all boundaries for all existing and proposed structures
ELEVATIONS (to be annotated and appropriately labelled)	
<input type="checkbox"/>	Existing and natural ground levels
<input type="checkbox"/>	Existing and proposed finished floor levels
<input type="checkbox"/>	Wall heights
<input type="checkbox"/>	Roof height and pitch
<input type="checkbox"/>	Building materials, colours and finishes (especially important for heritage areas)
FLOOR PLANS (to be annotated and appropriately labelled)	
<input type="checkbox"/>	Proposed finished floor levels
<input type="checkbox"/>	Window and door locations
<input type="checkbox"/>	Room names and dimensions
<input type="checkbox"/>	Roof/eave lines
<input type="checkbox"/>	Floor areas
DEVELOPMENT PLANS (if applicable) <i>Including applications for home business or occupation, industry, commercial, land use, heritage building etc.</i>	
<input type="checkbox"/>	Details of the nature of the use
<input type="checkbox"/>	Hours of operation
<input type="checkbox"/>	Number of employees and patrons
<input type="checkbox"/>	A car parking plan <i>Including location, access ways, crossovers, number of bays and dimensions.</i>
<input type="checkbox"/>	Consideration of the Shire of York's Town Planning Scheme No 3 requirements
<input type="checkbox"/>	Any source of nuisance emissions such as light, noise, odour, etc
<input type="checkbox"/>	Details of signage including materials, colours, design and dimensions
<input type="checkbox"/>	Consideration of heritage significance and/or a Heritage Impact Statement
<input type="checkbox"/>	Existing and proposed services and facilities i.e. water supply, sewer management, etc

If you are unsure about any requirements, please call the Planning Department on 9641 0500 for further details.