



APPLICATION FOR DEVELOPMENT

ALREADY COMMENCED OR CARRIED OUT

Owner/s details		
Name/s:		
Residential Address:		
ABN (if applicable):		
Phone: (work): (mobile):	(home):	Fax: E-mail:
Contact person:		
Signature:		Date:
Signature:		Date:
<p><i>The signatures of all of the owner(s) is required on all applications. This application will not proceed without that signature and may not be signed by an unauthorised person.</i></p> <p><i>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).</i></p>		
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		
Applicant details (if different from owner)		
Name:		
Address:		
		Postcode:
Phone: (work): (mobile):	(home)	Fax: E-mail:
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:	Location No:
Diagram or Plan No:	Certificate of Title: Vol. No:	Folio:
Street name:		Suburb:
Nearest street intersection:		
Title Encumbrances (Easements, restrictive covenants): Attach relevant documents.		

Commenced/ Carried Out 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 of development works and/ or land use that form part of this application:

Nature of any existing buildings and/ or land uses:

Description of exemption claimed (if relevant):

Approximate cost of development:

Date of completion:



DEVELOPMENT APPLICATION CHECKLIST

This checklist is to ensure that development applications are complete before they are accepted and registered as received applications. The reasons for requiring complete applications include:

1. The information is required under the Shire of Collie's Local Planning Scheme No. 5 and therefore required by law.
2. Assessment cannot be carried out by a planning officer until all information is received;
3. Completed information reduces delays.

Required Information	Please Tick
1. Application for Development Approval form completed and signed by <u>all of</u> the owner/s of the land and the applicant (if different from the owner)	
2. Payment of the appropriate development application fee and penalty fees (refer to Fees Schedule attached)	
3. Detailed written statement in the form of a letter to the CEO in support of the proposal including: <ul style="list-style-type: none"> • Full details of the use/development • Compliance with Local Planning Scheme/R-Codes/Policies • Justification for any proposed variations to development requirements. 	
4. (a) Two (2) copies of a plan or plans showing the following- <ol style="list-style-type: none"> (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; (iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site; (iv) the structures and environmental features that are proposed to be removed; (v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site; (vi) the existing and proposed means of access for pedestrians and vehicles to and from the site; (vii) the location, number, dimensions and layout of all car parking spaces intended to be provided; (viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying 	

	<p>goods or commodities to and from the site and the means of access to and from those areas;</p> <p>(ix) 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 open storage or trade display area;</p> <p>(x) the nature and extent of any open space and landscaping proposed for the site;</p> <p>and</p> <p>(b) plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained; and</p> <p>(c) a report on any specialist studies in respect of the development that the local government requires the applicant to undertake such as site surveys or traffic, heritage, environmental, bushfire attack level assessment, engineering or urban design studies; and</p> <p>(d) any other plan or information that the local government reasonably requires.</p> <p>All plans and details must be legible, drawn to scale and include the lot and street address and owners details</p>	
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Applications will only be accepted if accompanied by the complete package of information as detailed above, including this Checklist, and signed by the Applicant below.

Applicants Signature/s	Printed Name	Date
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Notes:

1. *The above information is required to enable an initial assessment of the application only.*
2. *If required the Shire may make a further request for additional supporting information to facilitate the assessment process. Compliance with the checklist does not necessarily mean that the proposal will be approved.*
3. *This is **not** an application for a Building Permit. A Separate application for a Building Permit must be made and granted before development commences.*



**Schedule of Planning Fees
Planning and Development Regulations 2009
2018/ 2019**

Item	Planning Service	Maximum fee
Part 1 – Statutory Fixed Fees		
1.	Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development (excluding GST) is —	
	(a) not more than \$50 000	\$147
	(b) more than \$50 000 but not more than \$500 000	0.32% of the estimated cost of development
	(c) more than \$500 000 but not more than \$2.5 million	\$1 700 + 0.257% for every \$1 in excess of \$500 000
2.	Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee
3a.	Residential Design Code (R-Code) Variation – Minor	\$147 (1 variation/ Outbuildings)
3b.	Residential Design Code (R-Code) Variation - Major	\$294 (2 or more, discretionary)
4.	Determining a development application for an extractive industry where the development has not commenced or been carried out	\$739
5.	Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 4 plus, by way of penalty, twice that fee
6.	Determining an initial application for approval of a home business/ occupation where the activity has not commenced	\$222
7.	Determining an initial application for approval of a home business/ occupation where the activity has commenced	The fee in item 7 plus, by way of penalty, twice that fee
8.	Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired	The fee in item 9 plus, by way of penalty, twice that fee
9.	Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	\$295
10.	Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out	The fee in item 11 plus, by way of penalty, twice that fee
Part 3 – Council Fees		
1.	Advertising required for all 'A' use classes, and any discretionary 'D' uses, Home Based Businesses, and	\$126.72 (For advertising up to 14 days maximum of 1 newspaper)

Item	Planning Service	Maximum fee
Part 1 – Statutory Fixed Fees		
	contentious issues as required	circulation) \$253.44 (For advertising up to 21 days, minimum of 2 newspaper circulations)
2.	Advertising for longer than 21 days E.g. Scheme Amendments, Changes to Crown Reserves – Road closures, road dedications, vestings, change of purpose.	Cost plus 10%
3.	Issue of Section 40 Certificate (Liquor Act)	\$100.00
4.	Lodgement of a Notification on Title	\$168.70

Note: Items highlighted in grey are not applicable fees to this application.