

APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name:		
ABN (if applicable)		
Postal Address:		Postcode:
Phone: (work):	(home):	(mobile):
(fax):	Email:	
Contact person for correspondence:		
Owner's Signature:	Date:	
Owner's Signature:	Date:	
<i>The signature of the property owner(s) is required on all applications. This application will not proceed without those signatures.</i>		

Applicant Details (if different from owner)		
Name:		
Postal Address:		Postcode:
Phone: (work):	(home):	(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:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant's Signature:	Date:	

Property Details		
Lot No:	House/Street No:	Location 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/or land use:	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use:	
Approximate cost of proposed development:	Approximate date of completion:

OFFICE USE ONLY	
Acceptance Officer's Initials:	Date Received:
Reference/Assessment No:	

DEVELOPMENT APPROVAL CHECKLIST

Local Planning Scheme 3 (LPS3) Section 9.2 requires appropriate information to accompany every application for development approval. This checklist sets out the minimum required information for an application to be considered complete. **Any application which does not meet the minimum information requirements will not be accepted.**

All applications require a brief covering letter providing details of the proposed development/land use. This should include details of compliance with LPS3 and Shire policies and should provide appropriate justification where applicable for any variation to LPS3, Local Planning Policies or the Residential Design Codes (R-Codes). Variations to R-Codes will require performance criteria to be addressed.

If the proposal is required to be advertised or notified in accordance with LPS3, the application will attract an additional fee. You will be invoiced in accordance with the Shire's Fees and Charges prior to advertising.

ALL APPLICATIONS SHALL BE ACCOMPANIED BY:

- Application form fully completed and signed by all landowners where applicable.
- Cover letter providing details of proposed development (as described above).
- Planning Fee - As per the Shire of Nannup's Fees and Charges Schedule (**fee due on lodgement**)
- Copy of current Certificate of Title and Deposited Plan.
- Site Plans (preferred scale of not less than 1:500) including:
 - Lot boundaries, dimensions & street frontages
 - Dimensions of building envelope (where applicable)
 - Proposed development (include setback details) and existing structures/ structures to be removed
 - Contours, existing and proposed levels, finished floor levels
 - Existing vegetation, proposed landscaping areas and proposed clearing
 - Easements, rights of carriageway, sewer/drainage lines, power poles, manholes and footpaths onsite or in verge
 - On-site effluent disposal system (if applicable)
 - Existing/proposed parking, access ways and crossovers
 - Fencing / Screen walls (location, height, materials)
 - Scale, lot/street number(s), address, owner's name, drawn by, date drawn, north arrow
- Elevations (not required for change in use) including:
 - Proposed structures all elevations (additions to include existing structures) showing natural ground level and dimensions.
 - External finishes (including schedule of colours and materials)
- Floor Plans including:
 - Total Floor Area, Proposed Floor Area of Use(s)
 - Sanitary facilities, Entry/Exits, Internal Walls

The Shire may within 21 days of receipt of the application, request additional information or justification where it is considered necessary to enable an informed assessment of the proposal. Where further information is required you will have 21 days to provide the information requested, or alternatively you can withdraw your application. **Failure to withdraw the application or to provide additional information within the 21 day timeframe may result in the application being REFUSED.**

For any queries regarding your application please contact the Shire's Planning Unit on (08) 9756 1018 or at nannup@nannup.wa.gov.au

PLEASE NOTE: This application and checklist is for Development Approval only. An application for a Building Permit may be required. Please direct building queries to Building Services on (08) 9756 1018.