



APPLICATION NUMBER:

OWNER DETAILS

NAME:

ADDRESS:

SUBURB: POSTCODE:

PHONE - HOME WORK MOBILE

FAX EMAIL

CONTACT PERSON:

OWNER SIGNATURE 1: DATE

SIGNATURE 2: DATE

THE SIGNATURE OF THE OWNER(S) IS REQUIRED ON ALL APPLICATIONS. THIS APPLICATION WILL NOT BE APPROVED WITHOUT THE SIGNATURE.
 NB: IF THE PROPERTY IS STRATA TITLED, ALL STRATA OWNERS OR THE BODY CORPORATE WILL ALSO NEED TO SIGN THE PLANNING APPLICATION.

APPLICANT DETAILS

NAME:

ADDRESS:

SUBURB: POSTCODE:

PHONE - HOME WORK MOBILE

FAX EMAIL

CONTACT PERSON:

APPLICANT SIGNATURE: DATE

FOR A FASTER TURNAROUND PLEASE CLEARLY NOMINATE A PREFERRED EMAIL ADDRESS ABOVE FOR THE DETERMINATION NOTICE TO BE SENT TO

PROPERTY DETAILS

LOT NO: HOUSE/STREET NO: LOCATION:

STREET NAME: SUBURB:

TITLE ENCUMBRANCES (EG - EASEMENTS, RESTRICTIVE COVENANTS – PLEASE ATTACH A COPY OF THE CERTIFICATE OF TITLE):

NEAREST STREET INTERSECTION:

PROPOSED BUILDING/ LAND USE

DESCRIPTION OF PROPOSED DEVELOPMENT AND / OR USE:

NOTE: APPLICANTS SHALL SPECIFY THE USE OF ALL EXISTING BUILDINGS

DESCRIPTION OF EXISTING DEVELOPMENT AND / OR USE:

NOTE: PLEASE ALSO COMPLETE SCHEDULE 4 – ADDITIONAL INFORMATION FOR ADVERTISEMENTS (PAGE 4)

APPROXIMATE COST OF PROPOSED SIGNAGE:

G S T EXCLUSIVE: \$

G S T INCLUSIVE: \$

NOTE:

ALL APPLICANTS ARE REQUIRED TO ENSURE THAT ESTIMATED CONSTRUCTION VALUES ARE CORRECT AT TIME OF MAKING A DEVELOPMENT APPLICATION.

ANY SIGNIFICANT VARIATION AT BUILDING LICENCE/CONTRACT STAGE MAY RESULT IN ACTION BY THE CITY OF BUNBURY TO REQUIRE REDRESS IN RESPECT OF OUTSTANDING FEES.

OFFICE USE ONLY

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**APPENDIX 1 –
ADDITIONAL INFORMATION
(ADVERTISING DEVICES/SIGNAGE)**

Append 1 (SIGN)

PRE-APPLICATION ADVICE

IF ANY ASSISTANCE OR PRIOR ADVICE HAS BEEN SOUGHT FROM THE LOCAL AUTHORITY REGARDING THIS APPLICATION, FILL THE DETAILS IN BELOW.

OFFICER NAME DATE OF MEETING/ ADVICE

DETAILS OF PRE-APPLICATION ADVICE RECEIVED

Additional Information for Advertisements

Note: to be completed in addition to the Application for Planning Approval form

1)	Description of property upon which advertisement is to be displayed including full details of its proposed position within that property: _____
2)	<p>Details of proposed sign:</p> <p>(a) Type of structure on which advertisement is to be erected (ie freestanding, wall mounted, other): _____ _____</p> <p>(b) Height: _____ Width: _____ Depth: _____</p> <p>(c) Colours to be used:</p> <p>(d) Height above ground level –</p> <ul style="list-style-type: none"> • (to top of advertisement): _____ • (to underside): _____ <p>(e) Materials to be used: _____ _____</p> <p>Illuminated: Yes / No</p> <p>If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source: _____</p>
3)	Period of time for which advertisement is required: _____
4)	Details of signs (if any) to be removed if this application is approved: _____ _____

Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed detailed in 4 above.

Signature of advertiser(s):
 (if different from land owners) _____

Date: _____



CHECKLIST
DEVELOPMENT APPLICATION
 (ADVERTISING DEVICES/SIGNAGE)

Check 1 (SIGN)

To facilitate more efficient processes, all applicants are required to verify (tick off using the tick boxes supplied) their application against the following checklist and sign below to confirm that the requested information has been provided.

Applicant to Confirm <input checked="" type="checkbox"/>	Forms, Plans and Information to be provided by Applicant at the time of lodgement for Planning Approval	Office Use Only Received
Mandatory Requirements		
1 Copy of the Following Documents		
<input type="checkbox"/>	Schedule 3 form – Pages 1 - 3 (Application for Planning Approval) signed by owner(s). This is to include all strata owners where applicable	<input type="checkbox"/>
<input type="checkbox"/>	Schedule 4 form – Additional Information for Advertisements	<input type="checkbox"/>
<input type="checkbox"/>	Application Fees (refer to Planning Fees and Charges Schedule 2013-2014)	<input type="checkbox"/>
<input type="checkbox"/>	Copy of Certificate of Title detailing restrictive covenants, and/ or a copy of offer and acceptance (if the land is under offer)	<input type="checkbox"/>
2 Copies of the Following Documents		
<input type="checkbox"/>	A Location Plan showing the land subject to the application and its relationship to surrounding lots and streets, and showing car-parking on site	<input type="checkbox"/>
<input type="checkbox"/>	Site Plan - With the following elements to be shown on plan: <ul style="list-style-type: none"> Scale 1:200 or nearest appropriate scale Street name(s) North point Lot boundaries Location of existing and proposed signage; indicating those to be removed as part of the proposal. Dimensions of the lot, of buildings, of distances to boundaries, areas to be landscaped, surfaces for parking or developed for any other purpose within the site Infrastructure (i.e. crossover, street trees, power poles, gas pipelines, etc) 	<input type="checkbox"/>
<input type="checkbox"/>	Elevations showing placement of signs (to scale – not less than 1:100)	<input type="checkbox"/>
I declare and acknowledge that the information provided above is accurate and complete. I shall provide any outstanding information within 7 days from the date of lodgement of the Planning Application.		
Applicants Name:		
Applicant Signature:		Date Submitted:
<p>Note: <i>If the information is not complete within 7 days the application may be cancelled and all documentation and appropriate fees will be returned to the applicant.</i></p> <p>Please note this checklist is not exhaustive and further information may be required throughout the assessment period.</p>		