

Planning Services

Information sheet

Applying for Development Approval

Under District Planning Scheme No. 1 the development or use of land (which includes the erection, construction, alteration or addition to any building or structure and any excavation in the Scheme area) is not permitted without the prior consent of the Council. Development which is exempt from the need for Planning Consent includes:

- The erection of a boundary fence except as otherwise required by the Scheme;
- The erection on a lot of a single dwelling or two grouped dwellings, including ancillary outbuildings, where the proposed use is a 'P' use in the zoning table, except in designated Places of Landscape Value; and
- The carrying out of works for maintenance, improvement or alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building, provided also that such works do not constitute a change of the use of the building.

Application Requirements

To ensure that your application is processed in a comprehensive and timely manner, the Planning Department requires the following to be submitted when an Application for Planning Consent is lodged. This includes:

- Completed Application for Planning Consent form signed by the applicant and the owner;
- Payment of the required Planning Fee;
- Copy of the Certificate of Title;
- Written justification for the proposal (i.e. cover letter/report outlining the proposal);
- Two (2) sets of plans, drawn to scale and being drawn to a professional standard including:
 - Site plans to a scale of not less than 1:5 showing:
 - ❖ Street names, lot number(s), north point and the dimensions of the site
 - ❖ The location and proposed use of any existing buildings to be retained and the location and use of buildings proposed to be erected on the site
 - ❖ The existing and proposed means of access for pedestrians and vehicles to and from the site
 - ❖ The location, number, dimensions and layout of all carparking spaces intended to be provided

Application Requirements Continued...

A Breath of Fresh Air

- ❖ The location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas
- ❖ The location, dimensions and design of any landscaped, open storage or trade display area and particulars of the manner in which it is proposed to develop the same
- Plans, Elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain
- Any other plan or information that The Shire may reasonably require to enable the application to be determined.

Assessment

An Application for Development Approval will be assessed against a range of Planning Instruments applicable to the land. Some of these may include:

- Greater Bunbury Region Scheme
- Shire of Harvey District Planning Scheme No.1
- Residential Design Codes
- Council Policies
- WAPC State Planning Policies
- WAPC Development Control Policies

Land uses designated 'SA' in the Zoning Table require advertising for a period not less than 21 days. The Shire may also require certain land uses designated 'AA' in the zoning table to be advertised prior to determining the application.

Council has provided staff with delegated authority to determine certain types of applications for planning consent while others will need to be determined by Council.

Application for Review

If you are aggrieved by a decision of Council, you have the right to apply for a review of the decision. Applications are lodged with the State Administrative Tribunal and must be lodged within 28 days of notification of the Shire's decision.

Lodging an Application for Review with the State Administrative Tribunal

An Application for Review form is available from the State Administrative Tribunal. The form outlines required information to support the appeal, tribunal rules and the fees. Appeals must be lodged to the State Administrative Tribunal and a copy served on the Shire. Information regarding the State Administrative Tribunal including forms, can be found at www.sat.justice.wa.gov.au

Enquiries

Any enquiries regarding Development Applications can be directed to the Shire's Planning Department.

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Designated Places of Landscape Value under District Planning Scheme No. 1

