

**Office Use Only:**

Date Received: .....	Receipt Code: ..... <b>92</b> .....
Short Proposal Code: .....	Receipt No.: .....
Planning Fee: \$ .....	Cashier: .....
GST Code ..... <b>25</b> .....	File Ref: .....
ID. No.: <b>11</b> .....	Serial No.: <b>11/</b> .....
Receiving Officer: .....	Processing Officer: .....

**TOWN PLANNING SCHEME NO. 6**  
**Schedule 6**

Refer to Clause 7.2

## Form of Application for Planning Approval

<b>Owner Details</b>	<b>Full Name :</b>		
	<b>Address :</b>		
	<b>Postcode :</b>		
	<b>Phone (Work) :</b>	<b>(Home) :</b>	<b>(Mobile) :</b>
	<b>Facsimile :</b>	<b>E-mail :</b>	
	<b>Contact person :</b>		
	<b>Signature :</b>	<b>Date :</b>	
<b>NOTE: The signature of the owner(s) is required on all applications. This application will not proceed until signed.</b>			
<b>Applicant Details</b>	<b>Full Name :</b>		
	<b>Address for correspondence:</b>		
	<b>Postcode :</b>		
	<b>Phone (Work) :</b>	<b>(Home) :</b>	<b>(Mobile) :</b>
	<b>Facsimile :</b>	<b>E-mail :</b>	
	<b>Contact person :</b>		
	<b>Signature :</b>	<b>Date :</b>	
<b>Development Site Details</b>	<b>Lot No :</b>	<b>House/Street No :</b>	<b>Location No :</b>
	<b>Street name :</b>		<b>Suburb :</b>
	<b>Nearest street intersection :</b>		
	<b>Diagram or Plan No :</b>		
	<b>Certificate of Title Vol. No :</b>		<b>Folio :</b>
	<b>Title encumbrances (e.g. easements, restrictive covenants) :</b>		
	<b>Nature of existing buildings and/or use :</b>		
<b>Development Details</b>	<b>Description of proposed development :</b>		
	<b>Approximate cost of proposed development :</b>		
	<b>Estimated date of substantial commencement :</b>		
	<b>Estimated date of completion :</b>		
	<b>Attached (please tick as appropriate):</b>		
<input type="checkbox"/> Three (3) sets of drawings (see over page for further information)			
<input type="checkbox"/> Letter justifying variations from normal requirements (see over page for further information)			
<input type="checkbox"/> Fee payment (see Fee Schedule)			

# Information required to accompany this form

## Drawings

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Clause 7.2(2) of the Scheme states - Unless Council waives any particular requirement every application for planning approval shall be accompanied by:

**(a) a plan or plans to a scale of not less than 1:100 showing:**

- (i) street names, lot number(s), north point and the dimensions of the site;
- (ii) the location and proposed use of the site, including any existing building to be retained and proposed buildings to be erected on the site;
- (iii) the existing and proposed means of access for pedestrians and vehicles to and from the site;
- (iv) the location, number, dimensions and layout of all car parking bays intended to be provided;
- (v) 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;
- (vi) 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 same;
- (vii) the nature and extent of any open space and landscaping proposed for the site and of any existing trees of a height of 2 metres or higher;
- (viii) the following details of existing development on adjoining land:
  - (A) the location of any buildings and the location of all windows facing the proposed development;
  - (B) the location of any vehicular accessway, driveway or crossover which Council considers might have an amenity impact on the proposed development; and
  - (C) the ground levels of the adjoining land adjacent to the side boundary and the floor levels of buildings located on the adjoining land;
- (ix) the existing contours and proposed finished ground levels of the land relative to the levels of adjoining land, streets, footpaths and street and other vehicle carriageways;

- (x) the floor levels of proposed buildings; and
  - (xi) details of any retaining walls or embankments required to support any proposed cutting or filling of the existing ground surface.
  - (xii) in relation to an application for a building with a boundary wall:
    - (A) details (including elevations and sections) of the proposed wall showing:
      - (I) the length and height of the proposed wall above ground level;
      - (II) the relationship between the proposed wall and the adjoining property, including details of adjoining windows, and areas of private open space; and
    - (B) a shadow diagram showing the effect of the proposed wall on the adjoining property; and
  - (xiii) in relation to visual privacy:
    - (A) details of the proposed building, showing all windows or balconies from which an adjoining residential property could be subjected to overlooking;
    - (B) details of existing and proposed ground and floor levels, and of elevated outdoor living or pedestrian areas from which an adjoining residential property could be subjected to overlooking;
    - (C) the position of any sensitive areas of an adjoining residential property which could be subjected to overlooking; and
    - (D) details of all screening and other measures proposed to protect visual privacy;
- (b) plans, elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain; and**
- (c) any other plan or information that the Council may reasonably require to enable the application to be determined.**

## Justification for Variations from Normal Requirements

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### Residential Development Proposals

Please nominate each design element or other aspect of the proposal where the "Performance Criteria" path under the Residential Design Codes has been selected. In every case, **the application must be supported by full written justification** as to how the proposal meets the particular criteria listed in the Codes.

If the applicant does not nominate the "Performance Criteria" path for any aspect of the proposal, the City's assessment will be based upon the "Acceptable Development" requirements of the Codes.

### All Development Proposals

In addition to the justification referred to above, relating to residential development, please nominate every aspect of the proposal which requires a discretionary decision from the City due to a variation from a requirement prescribed in the City's Town Planning Scheme or a Council Policy. In respect of each variation, **the application must be supported by full written justification.**

In the absence of the applicant's written justification for a variation from a Town Planning Scheme or Council Policy requirement, the City's assessment will be based upon the normal prescribed requirements.

### Information Available

The City's Town Planning Scheme Text and Maps, Council Policies, the Residential Design Codes and other helpful information are available at the City's website: [www.southperth.wa.gov.au](http://www.southperth.wa.gov.au), 'Town Planning Information'. This information is also obtainable in printed form from the City's Administration at the Civic Centre. Payment is required for some printed items.