

Application for | *Planning Permit for Development / Use* Under the '[Land Use Planning and Approvals Act 1993](#)' (LUPAA)

Proposal:

Provide details of the proposed development and use. If there is not enough writing space, please provide an additional page with the application.

Subject Site:

If the proposal includes more than one site, or works over another property, details for both must be included.

Address:	
Suburb/Town:	Postcode:
Certificate of Title No:	

Current Use of Site:

Estimated Cost of Proposal:

\$	
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Floor area:

Existing:	m ²
Additional:	m ²

Owner/s:

As per the current Certificate/s of Title.

Applicant:

If the applicant is not the owner, the applicant must notify the owner that this application is being made.

Name:	
Email*:	
Address:	
Suburb/Town:	Postcode:
Phone:	



Please Tick ✓

*CONSENT TO EMAIL ONLY

In accordance with the Electronic Transactions Act 2000, I consent to information relating to this application being given by electronic communication **ONLY** to the nominated email address above.

NOTE: If consent is not provided, all correspondence will be sent via email (where provided) **and** post by default.

Signature of Council and/or Crown (if applicable):

If you are uncertain if this section applies, please see 'Requirements for Submitting this Application' on page 3 for further information.

If you have spoken to a Council Officer, please provide their name:

If you are unclear on any aspect of your application, please contact our Planning Department for advice or to arrange an appointment.

Kingborough Council

DECLARATION *Please read this page carefully, then sign and date at the bottom once complete.*

▪ **Restrictions, Easements or Covenants**

I have read the Certificate of Title and the Schedule of Easements for the subject site and am satisfied that this application is not prevented by any restrictions, easements or covenants.

▪ **Access to Subject Site by Council Officers**

I give permission, as or on behalf of the Owner, for Council Officers to enter the subject site for the purpose of assessment of this application.

▪ **Copyright of Application and Materials**

I declare that I have obtained all copy licenses and permissions from the copyright owner for the publication, communication, and reproduction of this application and any and all materials provided with or as part of the application for the purposes of managing, assessing, advising on and determining the application.

In direct reference to this application and any and all information, reports, plans and materials provided with or as part of the application, I authorise the Council to:

- Make these documents available in electronic format on the Council's website and in hard copy at the Council's office;
- Make copies of these documents which are, in the Council's opinion, necessary to facilitate consideration of the application; and
- Publish and reproduce these documents in Council Meeting agendas for representors, referral agencies and other persons interested in the application.

I indemnify the Council for any claim or action taken against them for breach of copyright in respect of this application and any and all information, reports, plans and materials provided with or as part of the application.

▪ **Notification of Application to Owner**

In accordance with Section 52(1) of *LUPAA*, I declare that I have notified the Owner of my intention to make this application. Where the subject site is managed or owned by either the Council or the Crown, their consent is attached.

▪ **I declare that the information provided in this application is true and correct.**

Applicant's Signature:

Date:

Electronic applications are encouraged – please email to development@kingborough.tas.gov.au

Please see the following 'Requirements for Submitting this Application'

Privacy Statement

The completion of this form may require the disclosure of personal information. The intended recipients of this information are officers of the Kingborough Council to advance the purposes of this form and to carry out Council business. The *Personal Information Protection Act 2004* and Council's Privacy Policy regulate the use of this information, which will not be disclosed to any other party, except with your permission or if required or authorised by law. You may make application to access or amend personal information held by Council by contacting Customer Service. Should you not provide the information sought, Council will not be able to process this form.

Requirements for Submitting this Application | *Development / Use*

As per Clause 8.1.2 & Clause 8.1.3 of the '[Kingborough Interim Planning Scheme 2015](#)' ("the Scheme")

Please ensure that you have provided all necessary information outlined below. Further information to allow assessment of your application may be requested following its initial assessment after lodgement.

✓ DOCUMENT	<i>Description of Requirement/s</i>
<input type="checkbox"/> Application Form	Must be completed with correct address and contact details, an accurate description of the proposal, and signed and dated by the Applicant.
<input type="checkbox"/> Certificate of Title <i>Titles can be obtained online at www.thelist.tas.gov.au</i>	Must be a current edition and contain: <ul style="list-style-type: none"> <input type="checkbox"/> Folio Text <input type="checkbox"/> Folio Plan <input type="checkbox"/> Any of the following that are applicable to the subject site/s; <ul style="list-style-type: none"> ▪ Schedule of Easements ▪ Agreements pursuant to section 71 or section 78 of LUPAA <i>Commonly referred to by Council as 'Part 5 Agreements'</i> ▪ Council Notifications ▪ Conditions of Transfer
<input type="checkbox"/> Plans <i>Your application must include plans showing the following:</i> <ol style="list-style-type: none"> 1) Site Plans 2) Floor Plans 3) Elevation Plans <i>Each of the above must be drawn at an appropriate scale and include a North point.</i> <i>PLEASE NOTE: The description of this requirement is provided as a minimum. Additional information and detail may be requested to assess your application against the relevant standards of the Scheme.</i>	1) Site Plans should show: <ul style="list-style-type: none"> <input type="checkbox"/> Uses, location, setbacks and dimensions of all existing and proposed buildings <i>and clearly indicate which are existing and proposed</i> <input type="checkbox"/> Lot dimensions and contours <i>as they relate to the Australian Height Datum</i> <input type="checkbox"/> The layout, dimension, and surface treatment of all car parking spaces and accessways <input type="checkbox"/> Existing trees <i>and indicate which are to be <u>retained</u> and which are to be <u>removed</u></i> <input type="checkbox"/> Extent of any site works <i>e.g. cut, fill and method of retaining</i> <input type="checkbox"/> Stormwater design and disposal 2) Floor Plans should show: <ul style="list-style-type: none"> <input type="checkbox"/> Room dimensions and floor layout <i>including a schedule of areas</i> <input type="checkbox"/> Location of all internal and external walls <input type="checkbox"/> All doors and windows <input type="checkbox"/> Decks, landings and external stairs <i>as relevant</i> 3) Elevation Plans should show: <ul style="list-style-type: none"> <input type="checkbox"/> External colours and finishes of proposed buildings <input type="checkbox"/> Finished surface levels <input type="checkbox"/> Finished floor and roof levels of proposed buildings <input type="checkbox"/> Maximum height of proposed buildings above natural ground level <input type="checkbox"/> Extent of any site works <i>e.g. cut, fill and method of retaining</i> <input type="checkbox"/> Notation of which elevation (i.e. north, south, etc.) and which building
<input type="checkbox"/> Consent of the Crown/Council	If the proposal involves land that is managed or owned by Kingborough Council and/or the Crown, written permission must be included in this application from: <ul style="list-style-type: none"> <input type="checkbox"/> the Chief Executive Officer of the Council; and/or <input type="checkbox"/> the Minister of the Crown; or <input type="checkbox"/> their delegate <i>with an Instrument of Delegation</i> A signature from the above must also be included in the space provided on page 1.
<input type="checkbox"/> For Commercial / Industrial / Visitor Accommodation applications	<i>Your proposal description should include details of the following (where relevant):</i> <ul style="list-style-type: none"> <input type="checkbox"/> Number of staff <input type="checkbox"/> Operating hours <input type="checkbox"/> Type and location of equipment to be used <input type="checkbox"/> Car parking provisions <input type="checkbox"/> Signage <input type="checkbox"/> Truck movements and loading/unloading requirements <input type="checkbox"/> Waste production and disposal <input type="checkbox"/> Provision for liquid trade waste <i>which may require TasWater</i>