Application for Planning Approval
Development/Use or Subdivision

Use this form to apply for planning approval in accordance with section 57 and 58 of the Land Use Planning and Approvals Act 1993 (the Act).

Tick ✓ if there has been a pre-application meeting with a Council officer: Yes: ☐ No: ☐

Officer's name		Date:	

Applicant, Owner & Contact Details:

Provide details of the Applicant and Owner of the land. (Please print)

Applicant/Agent

Name:			
Address:			
		Postcode:	
Email:		Phone No:	

As applicant, do you consent to all correspondence being sent via email rather than post? Yes: ☐ No: ☐

Owner

Name:			
Address:			
		Postcode:	
Email:		Phone No:	

Land Details:

Provide details of the land, including street address, title details and the existing use.

Address:		Volume:	
		Folio:	
Existing Use		*Please use definitions in planning scheme*	

Proposed Use and Development Details:

Provide details of the proposed use and of the proposed development and works.

Use		*Please use definitions in planning scheme*
Describe Development:		

Existing Floor Area:	m^2	Proposed floor area:	m2

Materials:	External walls:		Colour:	
	Roof cladding:		Colour:	
Car parking	Number existing:		Proposed:	

Is vegetation proposed to be removed? Yes: ☐ No: ☐

Is the property on the Tasmanian Heritage Register? Yes: ☐ No: ☐

Is Signage proposed: Yes: ☐ No: ☐

Estimated cost of development value: $

Declaration:

I/we hereby apply for planning approval to carry out the use or development described in this application and the accompanying documents and declare that: -

- The information in this application is true and correct.
- In relation to this application, I/we agree to allow Council employees or consultants to enter the site in order to assess the application.
- I/we authorise Council to provide a copy of any documents relating to this application to any person for the purpose of assessment or public consultation and agree to arrange for the permission of the copyright owner of any part of this application to be obtained.

- *Council will only use the information provided to consider and determine the application for planning approval. Information provided may be made available for public inspection in accordance with section 57 of the Act.*

- I/We declare that the Owner has been notified of the intention to make this application in accordance with section 52(1) of the *Land Use Planning and Approvals Act 1993*.

  Applies where the applicant is not the Owner and the land is not Crown land or owned by a council, and is not land administered by the Crown or a council.

Signature: _____ *The Applicant must sign and date this form.*

Date: _____

Refer to application checklist on reverse for additional information requirements.

COUNCIL OR CROWN LAND

If the land that is the subject of this application is owned or administered by either the Crown or Brighton Council, the consent of the Minister of the Crown or the Chief Executive Officer of the Council, whichever is applicable, must be included here. This consent should be completed and signed by either the Minister, the Chief Executive Officer of Brighton Council, or their delegate (as specified in Subsections 52 (1D-1G) of the Land Use Planning and Approvals Act 1993).

Please note: If the application involves Crown land you will also need to provide a letter of consent.

I _____being responsible for the administration of land at

_____ declare that I have given permission for the making of

this application for _____

Signature: _____ *The Minister, Chief Executive Officer, or other delegate responsible for the land must sign and date this form.*

Date: _____

(This consent is for the making of the application only and does not constitute landlord consent for the development to occur.)

DEVELOPMENT/USE OR SUBDIVISION CHECKLIST

To ensure that we can process your application as quickly as possible, please read the following checklist carefully and ensure that you have provided the following at the time of lodging the application. If you are unclear on any aspect of your application, please contact Brighton Council by phone on (03) 6268 7041 or by email at development@brighton.tas.gov.au to discuss or arrange an appointment concerning your proposal. Note that Council may require additional information in accordance with section 54 of the *Land Use Planning and Approvals Act 1993.*

1. MANDATORY DOCUMENTATION

This information is required for the application to be valid. An application lodged without these items is unable to proceed:

- ☐ a signed application form;
- ☐ details of the location of the proposed use or development.
- ☐ a copy of the current title search for all land to which the permit sought is to relate, including the title plan.
- ☐ a full description of the proposed use or development; and.
- ☐ fees prescribed by the Council.

2. ADDITIONAL INFORMATION:

Depending on applicable Planning Scheme standards (which vary depending on the location and type of use/development proposed), Council may also require:

(a) Crown or Council CEO consent to lodge if Crown or Council land is affected by the proposal.

(b) any schedule of easements if listed in the folio of the title and appear on the plan, where applicable.

(c) a site analysis and site plan at a scale acceptable to the planning authority showing, where applicable:

i. the existing and proposed use(s) on the site.

ii. the boundaries and dimensions of the site.

iii. topography including contours showing AHD levels and major site features.

iv. natural drainage lines, watercourses, and wetlands on or adjacent to the site.

v. soil type.

vi. vegetation types and distribution including any known threatened species, and trees and vegetation to be removed.

vii. the location and capacity and connection point of any existing services and proposed services.

viii. the location of easements on the site or connected to the site.

ix. existing pedestrian and vehicle access to the site.

x. the location of existing and proposed buildings on the site.

xi. the location of existing adjoining properties, adjacent buildings, and their uses.

xii. any natural hazards that may affect use or development on the site.

xiii. proposed roads, driveways, parking areas and footpaths within the site.

xiv. any proposed open space, common space, or facilities on the site; and

xv. proposed subdivision lot boundaries.

(d) where it is proposed to erect buildings, a detailed layout plan of the proposed buildings with dimensions at a scale of 1:100 or 1:200 as required by the planning authority showing, where applicable:

i. the internal layout of each building on the site.

ii. the private open space for each dwelling.

iii. external storage spaces;

iv. parking space location and layout;

v. major elevations of every building to be erected;

vi. the relationship of the elevations to existing ground level, showing any proposed cut or fill.

vii. shadow diagrams of the proposed buildings and adjacent structures demonstrating the extent of shading of adjacent private open spaces and external windows of buildings on adjacent sites; and

viii. materials and colours to be used on roofs and external walls.

PERSONAL INFORMATION PROTECTION STATEMENT

The personal information that Council is collecting from you is deemed personal information for the purposes of the *Personal Information Protection Act 2004.*

The intended recipients of personal information collected by Brighton Council may be:

- Officers within Brighton Council.
- Data service providers engaged by Council from time to time.
- Any other agent/contractor of Brighton Council

The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, Brighton Council may be unable to process your application or request. Council is collecting this personal information from you for the purposes of managing, addressing, advising upon, and determining the relevant application, or other Council related matters.

Personal information will be managed in accordance with the *Personal Information Protection Act 2004,* and you may make application for access or amendment to your information in writing to the Privacy Officer, Brighton Council, 1 Tivoli Road, Old Beach TAS 7017 or Phone 6268 7000.