



## Application for Development Approval

### OWNER DETAILS

Name: .....

ABN (if applicable): .....

Address: .....  
 ..... Postcode: .....

Phone: ..... Fax: .....

Mobile: ..... Email: .....

Contact person for correspondence: .....

Signature: ..... Date: .....

Signature: ..... Date: .....

*The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Clause 62(2).*

### APPLICANT DETAILS

Name: .....

Address: .....  
 ..... Postcode: .....

Phone: ..... Fax: .....

Mobile: ..... Email: .....

Contact person for correspondence: .....

*The information and plans submitted with this application may be made available by the Local Government in accordance with Clause 85 Schedule 2, Part II of the Planning and Development (Local Planning Scheme) Regulations 2015.*

Agree     Disagree

Signature: ..... Date: .....

### PROPERTY DETAILS

Lot No: ..... House/Street No:..... Location No:.....

Diagram/Plan No:..... Certificate of Title Vol No:..... Folio:.....

Title encumbrances (e.g. easements, restrictive covenants).....

Street name:..... Suburb:.....

Nearest street intersection:.....

**PROPOSED DEVELOPMENT**

Nature of development:

- Works  
 Use  
 Works and use

Is an exemption from development claimed for part of the development?

- Yes  No

If yes, is the exemption for:

- Works  
 Use

Description of proposed works and/or land use: .....

Description of exemption claimed (if relevant): .....

Nature of any existing buildings and/or land use: .....

Approximate cost of the proposed development (Ex GST) .....

Estimate time of completion: .....

**OFFICE USE ONLY**

Acceptance Officer Initials: ..... Date Received: .....

Local government reference No: ..... .....

City of Melville Terms and Conditions

**In submitting an application to City of Melville I accept the following terms and conditions:**

I declare that the information and plans submitted are correct and can be relied upon for planning assessment purposes.

I understand that once an application fee invoice is issued, I have the period between invoice issue and my complete payment to decide if I wish to withdraw my application. Once my complete payment is made I will no longer be entitled to a refund of any portion of the complete application fees.

I acknowledge that the email address that I have provided in lodging this application is the email address to which I will accept any notification or communication from the City of Melville. Any changes so notified to the City of Melville will be via an email and contain all reference numbers used by the City of Melville and by me in relation to this application.

I declare I will accept time deadlines for information requested by City of Melville and understand that if I do not adhere to timeframes specified in communications that my applications may be determined with the available information.

I declare that by accepting these terms and conditions and submitting my application I have also read the City of Melville website terms and conditions, <http://www.melvillecity.com.au/site-information/terms-and-conditions> and I agree to be bound hereby.

If the application is being submitted by the owner, then as the representing owner I hereby declare that I am the owner as indicated on the application form.