

Applicant Declaration

Applicant's Signature		Date:
Applicable Fee (WPA): \$73.00		Applicable Fee (WPA Plans): \$73.00 per DA

1. On receipt of the request for written planning advice, a Planning Officer will carry out an assessment and provide a response via email.
2. The City endeavours to respond to requests for written planning advice within 14 days from payment. Subsequent advice on additional queries will require the lodgement of additional written planning advice and attract a new \$73 fee.
3. The City cannot guarantee that the requested information will be provided and in the instance that the requested information cannot be provided, the application fee is not refundable.
4. The advice provided does not substitute the in-depth analysis typically associated with formal assessment of a development application and consideration of any public submissions. While the advice is given in good faith, it in no way binds a decision by the City.
5. If you are not the owner of the property that you are requesting development approval history for, the current owner's written consent and signature is required to process your request.

We collect your personal information to process your request in accordance with the standards set out in the Privacy and Responsible Information Sharing Act 2024 (PRIS Act). By completing this form, you confirm that you have read and acknowledge the collection of your personal information. For full information about how we handle your personal information, [please visit our privacy page](#).