

REQUEST FOR WRITTEN PLANNING ADVICE

Use this form to request confirmation of an approved land use, zoning or for planning policy advice.

Applicant Details

Name		Phone No:
Company Name (if applicable)		
Postal Address		Postcode:
Email Address		
Contact Person for correspondence		Phone No:

Property Details (Property relating to the information that you are requesting)

House No:	Street Name:	
Suburb:		Postcode:

Required Information and Documentation

<input type="checkbox"/>	Cover letter - outlining the specific written planning advice / information you are requesting OR
Comments (below):	

Applicant Declaration

On receipt of the request for written planning advice, a Planning Officer will carry out an assessment and provide a response via email. The City endeavours to respond to requests for written planning advice within 14 days from lodgement. Subsequent advice on additional queries will require the lodgement of additional written planning advice and attract a new \$73 fee. 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. 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.

Applicant's Signature		Date:
Applicable Fee: \$73.00		

Once complete, email this form to pbadmin@melville.wa.gov.au