

Tasman Council



Application for Planning Permit

The personal information requested on this form is being collected by council for purpose set out in the title of the form. The personal information will be used solely by council for the primary purpose or directly related purposes. The applicant understands that personal information is provided for the above mentioned function and that he/she may apply to council for access to and/or amendment of the information. Requests for access or correction should be made to Tasman Council's Customer Service Officer.

APPLICANT DETAILS*

FULL NAME			
POSTAL ADDRESS		POSTCODE	
PHONE (BUSINESS HOURS)		FAX	
MOBILE		EMAIL	

OWNERS DETAILS (IF DIFFERENT)*

FULL NAME			
POSTAL ADDRESS		POSTCODE	
PHONE (BUSINESS HOURS)		MOBILE	

DESCRIPTION OF PROPOSED DEVELOPMENT*

<input type="checkbox"/> New Dwelling	<input type="checkbox"/> New Shed/ Outbuilding	
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Extension/ Addition	_____
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Demolition	_____
<input type="checkbox"/> Commercial/ Industrial Building	<input type="checkbox"/> Other (please specify – right)	

PRESENT USE OF LAND/ BUILDING(S)

LOCATION OF PROPOSED DEVELOPMENT*

ADDRESS			
CERTIFICATE OF TITLE		LOT NUMBER	
FLOOR AREA			
Existing floor area (square metres):		Proposed floor area (square metres):	
CAR PARKING			
Number existing		Number proposed	

SITE CONTAMINATION	
Have any potentially contaminating uses been undertaken on this site? (Refer to list provided on page 5)	<input type="checkbox"/> Yes <input type="checkbox"/> No
TASMANIAN HERITAGE REGISTER	
Is this property on the Tasmanian Heritage Register?	<input type="checkbox"/> Yes <input type="checkbox"/> No
VALUE	
Value of work (inc. GST)	

PRE-APPLICATION DISCUSSIONS*

HAVE YOU HAD PRE-APPLICATION DISCUSSIONS WITH A COUNCIL OFFICER? (If yes, please specify officers name, if known) _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
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DECLARATION BY APPLICANT*

I/ we declare that the information given is a true and accurate representation of the proposed development; and I/ we am/ are liable for the payment of Council application processing fees, even in the event of the development not proceeding; and I/ we authorise Tasman Council to provide a copy of my documents relating to this application to any person for the purpose of assessment and public consultation and agree to arrange for the permission of the copyright owner of any part of this application to be obtained.	
SIGNATURE OF APPLICANT	
NAME OF APPLICANT (PLEASE PRINT)	
DATE	

DECLARATION IF APPLICANT IS NOT THE OWNER

I hereby declare that I am the applicant for the development at the address detailed in this application for a planning permit, and that I have notified the owner/s of the land for which I am making this application, in accordance with Section 52(1a) of the <i>Land Use Planning and Approvals Act 1993</i> .	
SIGNATURE OF APPLICANT	
NAME OF APPLICANT (PLEASE PRINT)	
DATE	
NAME/S OF OWNER/S NOTIFIED	
DATE	

DECLARATION IF LAND IS COUNCIL OR CROWN LAND

<p>If the land that is the subject of this application is owned or administered by either the Crown or Tasman Council, the consent of the Minister of the Crown or the General Manager of the Council, whichever is applicable, must be included here. This consent should be completed and signed by either the Minister, the General Manager of Tasman Council, or their delegate (as specified in Subsections 52(1d-1g) of the <i>Land Use Planning and Approvals Act 1993</i>).</p>	
DECLARATION	<p>I, _____</p> <p>being responsible for the administration of land at _____</p> <p>_____</p> <p>declare that I have given permission for the making of this application.</p>
SIGNATURE OF MINISTER/ GENERAL MANAGER	
DATE	

NON-RESIDENTIAL DEVELOPMENTS

Note: This section must be completed for all applications for non-residential uses, home occupations and domestic/ residential businesses or other managed/ commercial residential uses (e.g. hostel or motel).

HOURS OF BUSINESS			
CURRENT		PROPOSED	
Monday to Friday		Monday to Friday	
Saturday		Saturday	
Sunday		Sunday	
NUMBER OF EMPLOYEES			
CURRENT		PROPOSED	
Total Employees		Total Employees	
Employees on Site		Employees on Site	
PLANT/ MACHINERY			
<p>Is there any large plant or machinery that would need to be installed or used on site such as refrigeration units and generators? (If yes, please list below the type of machinery and ensure location, dimensions etc are clearly marked on your plans.)</p>			<input type="checkbox"/> Yes <input type="checkbox"/> No
OUTDOOR STORAGE/ SEATING/ NUMBER OF BEDS			
<p>Is outdoor storage proposed? (If yes, please ensure that your plans show where the outdoor storage areas are and what type of goods are stored. This information will help us assess the impact of the proposal on the amenity.)</p>			<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If you are proposing a night club, café or the like, what is the number of seats proposed including the capacity at any bar area?</p>		<p>Please ensure that the arrangements are shown on your plans. This information enables us to assess the car parking arrangements.</p>	
<p>If you are proposing a hotel, motel, visitor accommodation, hostel or the like, what is the number of beds proposed?</p>		<p>Please ensure the beds are clearly indicated on your plans. This information enables us to assess the car parking arrangements.</p>	
GOODS DELIVERIES			
<p>Will there be any goods deliveries to and from the site? (If yes, please estimate the number and type of vehicles and how often they will make trips.)</p>			<input type="checkbox"/> Yes <input type="checkbox"/> No
Type and Size of Vehicle		Number of Vehicles on Site	
Trip Frequency per Month			

CHECKLIST

To ensure that we can process your application as quickly as possible, please read the following checklist carefully to 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 phone **(03) 6250 9200** to discuss or arrange an appointment concerning your proposal. Note that, in accordance with Section 54 of the *Land Use Planning and Approvals Act 1993*, Council may require additional information.

1. A completed Application for Planning Permit Form. *Please ensure that the form provides an accurate description of the proposal, has the correct address and contact details and is signed and dated by the applicant.*
2. A current copy of the Certificate of Title for all lots involved in the proposal. *The title details must include, where available, a copy of the search page, title plan, sealed plan or diagram and any schedule of easements (if any), or other restrictions, including covenants. Council notification or conditions of transfer.*
3. Three (3) copies of the following information:
 - a. An analysis of the site and surrounding area setting out accurate descriptions of the following:
 - i. topography and major site features including an indication of the type and extent of native vegetation present, natural drainage lines, water courses and wetlands, trees greater than 5 metres in height in areas of skyline or landscape importance and identification of any natural hazards including flood prone areas, high fire risk areas and land subject to instability;
 - ii. soil conditions (depth, description of type, land capability etc);
 - iii. the location and capacity of any existing services or easements on the site or connected to the site;
 - iv. existing pedestrian and vehicle access to the site;
 - v. any existing buildings on the site;
 - vi. soil and water management plans.
 - b. A site plan for the proposed use or development, drawn at a scale of not less than 1:200 (1:1000 for sites in excess of 1 hectare), showing:
 - i. a north point;
 - ii. the boundaries and dimensions of the site;
 - iii. Australian Height Datum (AHD) levels;
 - iv. natural drainage lines, watercourses and wetlands;
 - v. soil depth and type
 - vi. the location and capacity of any existing services or easements on the site or connected to the site;
 - vii. the location of any existing buildings on the site, indicating those to be retained or demolished, and their relationship to buildings on adjacent sites, streets and access ways;
 - viii. the use of adjoining properties;
 - ix. shadow diagrams of the proposed buildings where development has the potential to cause overshadowing;
 - x. the dimensions, layout and surfacing materials of all access roads, turning areas, parking areas and footpaths within and at the site entrance;
 - xi. any proposed private or public open space or communal space or facilities;
 - xii. proposed landscaping, indicating vegetation to be removed or retained and species and mature heights of plantings; and
 - xiii. methods of minimizing erosion and run-off during and after construction and preventing contamination of storm water discharged from the site.
 - c. Plans and elevations of proposed and existing buildings, drawn at a scale of not less than 1:100, showing internal layout and materials to be used on external walls and roofs and the relationship of the elevations to natural ground level showing any proposed cut or fill.
4. A written submission supporting the application that demonstrates compliance with the relevant parts of the Act, State Policies and planning scheme.
5. Application Fees. *Please contact the Council's Building & Development Services Officer on (03) 6250 9200 for details of fees.*

POTENTIALLY CONTAMINATING ACTIVITIES	
Agricultural Fertiliser Manufacture	Metal Founders
Asbestos Production and Manufacture	Metal Sprayers
Battery Manufacture and Recycling	Metal Treatments and Picklers
Chemical Manufacture or Formation	Mining and Extractive Industries
Defence Establishments and Training Areas	Pest Controllers (being areas where pest control chemicals are stored or vehicles and tanks used in connection with pest control are washed.)
Drum Reconditioning Wastes	Petroleum and Petrochemical Industries
Dry Cleaning Establishments	Pharmaceutical Manufacture or Formation
Electroplating	Printers
Explosives Production and Storage	Railway Yards
Fuel Depots and Storage Areas	Sanitary and Refining
Galvanisers	Scrap Yards
Gas Works	Service Stations
Gun, Pistol and Rifle Clubs	Smelting and Refining
Hazardous Waste Landfills	Tannery or Fellmongery or Hide Curing Works
Industrial Cleaners	Wood Treatment and Preservation Sites
Lime Burners	

DEFINITION OF OWNER
"Owner" means any of the following:
(a) in the case of a fee simple estate in land – the person in whom that estate is vested;
(b) in the case of land not registered under the <i>Land Titles Act 1980</i> and subject to a mortgage – the person having, for the time being, the equity of redemption in that mortgage;
(c) in the case of the land held under a tenancy for life – the person who is the life tenant;
(d) in the case of land held under a lease of a term not less than 99 years or for a term of not less than such other prescribed period – the person who is the lessee of the land;
(e) in the case of land in respect of which a person has a prescribed interest – that person;
(f) in the case of Crown Land within the meaning of the <i>Crown Lands Act 1976</i> – the Crown on right of the State of Tasmania

OFFICE USE ONLY:

<input type="checkbox"/> Planning Fees	
\$ _____	Receipt No: _____
<input type="checkbox"/> Advertising Fees	
\$ _____	Date of Receipt: _____