

# APPLICATION FORM

## PLANNING REVIEW



- Application form & details **MUST** be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing of your application.
- This Review is not an application for a Planning Permit.

### OFFICE USE ONLY

Property No:	<input type="text"/>	Assessment No:	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
PC\	<input type="text"/>						

### APPLICANT DETAILS:

Applicant:	<input type="text"/>	Mobile No:	<input type="text"/>
Postal address:	<input type="text"/>	Phone No:	<input type="text"/>
	<input type="text"/>	Fax No:	<input type="text"/>
<input type="checkbox"/> <small>✓ Your review will be emailed unless you tick this box</small>	Email address: <input type="text"/>		

### PROPERTY DETAILS:

Address:	<input type="text"/>	Certificate of Title:	<input type="text"/>
Suburb:	<input type="text"/>	Lot No:	<input type="text"/>
Land area:	<input type="text"/>	<i>m<sup>2</sup> / ha</i>	
Present use of land/building:	<input type="text"/>	<i>(vacant, residential, rural, industrial, commercial or forestry)</i>	

### DETAILS OF USE OR DEVELOPMENT:

Indicate by ✓ box       Building work       Demolition       Plumbing

Description of work:	<input type="text"/>
Use of building:	<input type="text"/> <small>(main use of proposed building – dwelling, garage, farm building, factory, office, shop)</small>

Documents supplied to describe the proposed work:

Project Number	Drawing Numbers	Date & Version	Designer
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant:	<input type="text"/> <i>Name: (Print)</i>	<input type="text"/> <i>Signed:</i>	<input type="text"/> <i>Date:</i>
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## What is a Planning Review?

A Land Use Planning Review is a formal written opinion provided by the Council in relation to –

- a) whether it considers a particular use in an existing building or proposed building or the carrying out of specific building, demolition or plumbing work for a new building or for alterations or additions to an existing building on a specific site will require a permit under the *Land Use Planning and Approvals Act 1993*
- b) whether it considers a particular use in an existing or proposed building or the carrying out of specific building, demolition or plumbing work for a new building or for alterations or additions to an existing building on a specific site will be consistent with the terms and conditions for a use or development described on a current land use planning permit granted under the *Land Use Planning and Approvals Act 1993* for that site; or
- c) whether it considers a particular use in an existing or proposed building or for specific building, demolition or plumbing work for a new building or for alterations or additions to an existing building on a specific site will be prohibited under the *Land Use Planning and Approvals Act 1993*

The Review is issued in relation to specific work on a specific site. It is not a general advice for how the *Meander Valley Interim Planning Scheme 2013* applies in relation to the subject site or for whether a permit is required for a particular form of building work.

The Review is not a statutory document.

### Why do I need a Planning Review?

A Review may be required if it is proposed to carry out building, demolition or plumbing work under the *Building Act 2016* and the ability to perform such work or to obtain any required approval or permit for such work under that Act depends on whether there will be compliance to any applicable land use planning process or to an applicable compliance or permit requirement of the *Meander Valley Interim Planning Scheme 2013*.

The Review may assist a relevant building services provider or a building practitioner who is performing the described work on the site specified to ensure the work will be compliant with any applicable requirement under the land use planning system.

### Is there a Fee?

Yes. The fee for the 2019/20 financial year is \$60.00 per Review. If a Planning Permit is required Council will reduce your Planning Application fee by \$60.00.

### What information must be provided in an application?

Complete and comprehensive information is necessary in order that the Council can understand what is proposed and how the land use planning processes and the *Meander Valley Interim Planning Scheme 2013* may apply.

It is necessary to provide sufficient information to accurately identify the land on which the proposed use or development is to occur, and to fully describe both the proposed use and the proposed development.

A copy of the current Title Search must be provided.

All plans, specifications, and expert reports which have been provided to or which are required by your building designer or your building surveyor or building practitioner in relation to the proposed work must be provided, including detailed and dimensioned drawings identifying existing developments and all proposed demolition, building and plumbing work.

The opinion contained on the Review will rely entirely on the information provided.

### Is a Review the same as a Planning Permit?

No.

A Review is an opinion for whether a use or development requires a land use permit or is prohibited. It is not an approval, and does not provide an authority to undertake work for which a land use permit is required.

A permit under the *Land Use Planning and Approvals Act 1993* will always be required if the Review indicates the *Meander Valley Interim Planning Scheme 2013* requires such a permit must be granted before any work may commence or any approval or permit may be issued under the *Building Act 2016*.

There is separate statutory process for obtaining a land use permit.

The information which is relied upon by the Council to issue a Review may not be sufficient to satisfy the requirements which apply for determination of a land use permit application.

### **How long does a Review remain current?**

A Review indicates the Council's opinion on the date it is issued.

Land use planning laws and the requirements of a planning scheme are subject to change.

The currency of a Review may be limited.

The Review will indicate whether the planning authority has initiated or is aware of any process which proposes an imminent change which may impact on the correctness of the opinion provided.

The Meander Valley Council will not advise the holder of a Review of any subsequent amendment to an applicable planning process or of any amendment or replacement of the Meander Valley Interim Planning Scheme 2013.

It is advisable to check whether there have been any changes to in the rules which apply for use or development of land if the Review is more than a few weeks old.

A Review covers only those plans and designs submitted with the Application for Issue of a Land Use Planning Review and does not extend to any amendments or changes made after the date on which it is issued.

### **For further information**

- **Telephone Development Services on 6393 5320**
- **Make an email enquiry to [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**
- **Write to us at PO Box 102, WESTBURY TAS 7303; or**
- **Make an appointment to see a Planning Officer on 6393 5320**

#### **PRIVACY STATEMENT**

The Meander Valley Council abides by the *Personal Information Protection Act 2004* and views the protection of your privacy as an integral part of its commitment towards complete accountability and integrity in all its activities and programs.

**Collection of Personal Information:** The personal information being collected from you for the purposes of the *Personal Information Protection Act 2004* and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your building application.

**Disclosure of Personal Information:** Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information. External organisations to whom this personal information will be disclosed as required under the *Building Act 2016*. This information will not be disclosed to any other external agencies unless required or authorised by law.

**Correction of Personal Information:** If you wish to alter any personal information you have supplied to Council please telephone the Meander Valley Council on (03)6393 5320. Please contact the Council's Privacy Officer on (03)6393 5300 if you have any other enquires concerning Council's privacy procedures.