KING ISLAND COUNCIL

Office use only
Application No:
Date Received:
PID:

PLANNING PERMIT APPLICATION

Land Use Planning and Approvals Act 1993

USE OR DEVELOPMENT SITE:

Street Address:

Certificate of Title Reference

APPLICANT:

Applicant 1 Full Name:

Applicant 2 Full Name:

Company Name:

Postal Address:

Daytime Phone No:

Mobile:

Email:

OWNER (NOTE – IF MORE THAN ONE OWNER, ALL NAMES MUST BE INDICATED):

Applicant 1 Full Name:

Applicant 2 Full Name:

Company Name

Postal Address:

Daytime Phone No: Mobile:

Email:

INSTRUCTION FOR MAKING A PERMIT APPLICATION

a) ***Use or development?***

The application must provide a full description of the proposed use and/or development and of the manner in which the use and/or development is to operate.

"Use" is the purpose or manner for which land is utilised. "Development" is any site works (including any change in natural condition or topography of land and the clearing or conversion of vegetation), and the construction, alteration, or removal of buildings, structures and signs, required in order to prepare a site for use or to change existing conditions within a site. Subdivision is development.

Clause 6.2 Tasmanian Planning Scheme – King Island provides the use classes by which all use or development must be described. Development must be categorised by reference to the use class it is to serve.

b) ***Required Information***

Adequate statements, plans and specifications must be included within the permit application to address and demonstrate compliance with all applicable requirements of the planning scheme, including any site analysis, impact report and recommendation, and advice, consent or determination required from a State agency or utility entity.

The application must clearly identify the documents relied upon for determination.

Section 51(1AC) *Land Use Planning and Approvals Act 1993* provides that a permit application is not valid unless it includes all of the information required by a planning scheme. Clause 6.1 Tasmanian Planning Scheme – King Island prescribes the minimum information that is necessary in order to complete a valid permit application.

S54 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of the Tasmanian Planning Scheme – King Island, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority

c) ***Applicable Provisions and Standards***

The permit application must be assessed against the applicable provisions and standards of the Tasmanian Planning Scheme

The application is to identify by reference the clauses it relies upon to demonstrate compliance. (e. (eg clause 8.4.3 (A1 – A4, and P5)

Discretionary Permits

If a permit is discretionary the permit application must be notified for a period of 14 days to allow opportunity for any interested person to consider the proposed use and/or development and to provide comment on the discretionary matter.

If a permit application relies on performance criteria to satisfy an applicable standard or is discretionary under another provision of the interim planning scheme, the permit is discretionary only with respect to that standard.

The Council must have regard to all representations received during the notification period on a discretionary matter when determining whether to grant or refuse a permit.

d) ***If the applicant is not the landowner***

If the applicant is not the owner of the land in the use or development site, the applicant is required to notify all of the owners either prior to or within 7 days from the date of making the permit application.

The permit application must identify all of the landowners; and the applicant must sign the application form to acknowledge the obligation to advise such landowners that the permit application has been made.

If the site includes land owned or administered by the King Island Council or by a State government agency, the consent in writing from the Council or the Minister responsible for Crown land must be provided at the time of making the application.

e) ***Applicant declaration***

It is an offence for a person to do any act that is contrary to a compliance requirement created under the section 63 *Land Use Planning and Approvals Act 1993*. The applicant is required to complete a declaration that the information given in the permit application is true and correct.

f) ***Payment of Fees***

The Council is not required to take any action on the permit application until all the relevant fees have been paid.

Fees are not refundable unless there is a cancellation of the Application prior to commencement of the assessment. Council may retain a portion of the fees to cover incurred administrative costs.

APPLICANT INFORMATION:

Proposed Use and/or Development (subject of this application):

Use Class:

Documents included with the permit application to describe the Use:

Documents included with the permit application to describe the Development

Provisions and Standards relied upon for grant of a Permit

HERITAGE TASMANIA

(a) Is the place on the Tasmanian Heritage?	☐ Yes	☐ No
(b) Have you sought advice from Heritage Tasmania	☐ Yes	☐ No
(c) Has a Certificate of Exemption been sought for these works?	☐ Yes	☐ No

VALUE OF USE AND/OR DEVELOPMENT

$

NOTIFICATION OF LANDOWNER/S - IF LAND IS NOT IN APPLICANT'S OWNERSHIP

I, (insert your name)

declare that the owner/each of the owners of the land has been notified / will be notified within 7 days from date of making this permit application.

Signature: Date:

IF THE PERMIT APPLICATION INVOLVES LAND OWNED OR ADMINISTERED BY THE KING ISLAND COUNCIL

King Island Council consents to the making of this permit application.

General Manager (Signature): Date:

IF THE PERMIT APPLICATION INVOLVES LAND OWNED OR ADMINISTERED BY THE CROWN

I, the Minister responsible for the land, consent to the making of this permit application

Minister (Signature): Date:

APPLICANT DECLARATION

I, I/We

declare that the information given is a true and accurate representation of the proposed development. I/We understand that the information and materials provided with the development application may be made available to the public. I understand that the Council may make such copies of the information and materials as in its opinion are necessary to facilitate a thorough consideration of the Permit Application. I have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application for the purposes of assessment of that application. I/We indemnify the King Island Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.

I/We also acknowledge that, in the course of inspections and investigations relating to this application, it may be necessary for Council officers to enter upon the land which is subject of this application. Accordingly, permission is hereby given for that purpose provided reasonable attempts are made on site to inform any resident or occupants at the time.

Signature of Applicant: Date:

Office Use Only	
Application Status	Permitted/Discretionary
Planning Permit Fee	$
Public Notification Fee	$
Amendment / Extension Fee	$
TOTAL:	**$**
Receipt No:	Date: