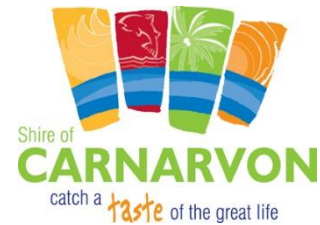


Shire of Carnarvon
Development Application
Checklist;
New additions and alterations to
existing dwellings



To assess Development Applications in a timely and effective manner, it is essential that you ensure all requirements have been met before an application is lodged.

Please note that incomplete applications will not be accepted and may be returned to the applicant until all details are complete. A Certificate of Title is to be submitted where a proposal involves land burdened by a strata scheme, common property, easements, memorials and restrictive covenants.

All applications are to be accompanied by:

- Application for Development Approval Form completed and signed by the owners of the land
- Planning application fee (refer to Schedule of Fees and Charges)
- Three (3) copies of completed scaled and dimensioned plans. Appropriate scale to be nominated on plans
- Cover letter outlining general nature and details of the proposal.

Site Plan

- Street name, number and lot number
- North Point
- Existing and proposed buildings, showing areas to be retained and demolished
- Existing and proposed ground and finished floor areas.
- Existing and proposed access points: driveways and/or right of way access.
- Boundaries and lot dimensions
- Setbacks to all boundaries
- Location of any fencing
- Street verge including crossovers, street verge trees and footpaths.
- Location, number, dimensions and layout of all car parking spaces intended to be provided.

Floor Plan (scale 1:100 or 1:200)

- A plan of every storey with floor levels (AHD or RL).
- Internal layout showing existing and proposed: doors, windows and room names
- Roof/ eaves lines.
- Total floor area in square meters
- Setbacks to all boundaries on all sides.

Elevations (scale 1:100 or 1:200)

- All four elevations are to be submitted with description/ heading of each elevation
- Natural and proposed ground and finished floor levels (AHD or RL).
- Overall height dimension to be shown from NGL to ridge.

Residential Proposals

- Open space calculation expressed in percentages and square meters
- Overshadowing calculation expressed in percentages and square meters, including diagram showing extent of overshadowing on adjoining properties.

Notes

1. Prior to lodging an application refer to relevant planning scheme and the Residential Design Codes of WA as they may contain information that affects your proposal. Visit the Shire of Carnarvon's website at <https://www.carnarvon.wa.gov.au/> or contact the Shire Administration Officers on 9941 0000.
2. To determine the application fee please refer to the Fees and Charges Schedule which can be viewed on the Shire of Carnarvon's website or contact the Shire Administration Officers on 9941 0000.
3. In addition to obtaining Planning Approval, approvals or exemptions may be required from other Authorities or Shire departments. Depending on the nature of your proposal, it is your responsibility to obtain any additional approvals.
4. The Shire may request additional information or justification where this is required to enable assessment of the proposal to be made.

Disclaimer

This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The Shire of Carnarvon encourages you to seek professional advice before acting on any information contained within this document. Please contact the Shire of Carnarvon if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.