

1. Head of Power and Scope

This Policy has been adopted pursuant to *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2 (Deemed Provisions), Clause 4 and applies to development across the whole of the City.

The South West Joint Design Review Panel will be established and operate consistent with the process outlined by the State Government Design Review Guide - Guidance for local governments (the Design Review Guide) as augmented by the adopted Terms of Reference.

2. Purpose

The purpose of this policy is to:

- 2.1 Supplement the City's development assessment process and projects by providing design input from an independent panel of design experts; and
- 2.2 Ensure higher quality built form outcomes and an improved public realm through Design Review of development applications and City projects; and
- 2.3 Outline the types of applications of other planning documents that will require Design Review; and
- 2.4 Set out the weight afforded to the advice provided by a Design Review Panel; and
- 2.5 Establish process for fees and charges.

3. Interpretation

Terms should be interpreted in the same way as they would be interpreted if they were contained or within the Scheme, other than those terms defined below:

"Design Review" means an independent and impartial evaluation process in which experts on the built environment assess the design of a proposal.

"Panel" means a selected panel of experts who undertake a design review of a proposal.

"Scheme" means *City of Busselton Local Planning Scheme No. 21*

4. Policy Statement

4.1 THE DESIGN REVIEW PROCESS

- a) The City will use the Panel to undertake design review for matters outlined at Part 4.2 of this policy;
- b) The establishment and operation of the panel is to occur in accordance with an adopted term of reference;
- c) The Panel shall assess proposals against the design principles of *State Planning Policy 7.0 Design of the Built Environment* (WAPC, 2019);
- d) The Panel performs an advisory function and the decision maker shall give due regard to the panel's advice. The Design Review Panel does not report on compliance with the Scheme or policies;

- e) The City encourages proponents to undertake design review early in the design concept stage, prior to the submission of a development application. A number of referrals to the Panel may be required depending on the complexity of the proposal.

4.2 THRESHOLD

- a) The Design Review Process may apply to:
 - i) All applications that meet the mandatory or optional requirement for Development Assessment Panels applications, where there is a design element that may impact on the character, appearance or streetscape of an area; or
 - ii) Major development proposals where there is a design element that may have a significant impact on the character, appearance, or streetscape of an area at the discretion of the City; or
 - iii) Any other planning proposal (e.g. Scheme Amendment, Structure Plan, Precinct Plan, Local Planning Policy, Local Development Plan, Design Guidelines; or City project) relating to the design of development and places may be referred to the Design Review Panel at the discretion of the City.

The purpose of the panel is to provide independent, expert advice on the design quality of the proposed development to the applicant, City officers, Council and the decision maker, to encourage innovative, high-quality designs that meet the needs of all stakeholders and the community.

Note 1: All 'Single Houses' are excluded from consideration under this Policy.

4.3 FEES AND CHARGES

- a) No charge will be incurred by the proponent for up to three design reviews, provided at least one of those occur prior to lodgement of a development application.
- b) The proponent shall reimburse the City for the sitting fees of Design Review Panel members for all subsequent Design Review Panel meetings.
- c) Fees are to be paid to the City in accordance with Council's adopted schedule of fees and charges.

5. Review Details

Review Frequency		2 yearly		
Council Adoption	DATE	13/10/21	Resolution #	C2110/053
Previous Adoption	DATE	N/A	Resolution #	