

Development Application Checklist

JETTIES & BOAT LIFTING STRUCTURES



The following information is required to enable an initial review and acceptance of your Application for Development Approval. The City may request further details during the formal assessment process.

Enquiries & Lodgement

- Phone:** Call Planning Services direct on 9781 1731
Online: city@busselton.wa.gov.au
In person: City of Busselton Administration Building – 2 Southern Drive, Busselton
By Post: Locked Bag 1, Busselton WA 6280

Please be aware all correspondence and invoices for payment of development application fees will be directed to the applicant via the email address provided on the application form, unless otherwise advised.

Information	When is it required?	Provided
<p>Application for Development Approval Form</p> <ul style="list-style-type: none"> - All landowners must sign the form. - Where the property is owned by a company, provide a copy of the ASIC company registration showing that the signatory is permitted to sign on behalf of that company. 	Always	<input type="checkbox"/>
<p>Current Copy of the Certificate of Title</p> <ul style="list-style-type: none"> - Available to purchase from Landgate. - Should there be any Caveats, Covenants, Notifications or Easements on the Title, please provide a copy of these also. 	Always	<input type="checkbox"/>
<p>Site Plan</p> <p>A Site Plan is a drawing of a property showing the lot boundaries as well as all existing buildings and driveways.</p> <ul style="list-style-type: none"> - The plan is required to be to scale (either 1:100 or 1:200) showing existing structures and property boundaries, including the water portion of the subject lot. - Jetty and Mooring Envelope Clearly identified within the water portion of the lot boundaries, including dimensions and setbacks. - You may submit a recent aerial photo printed scale and marked-up, which is available from the City's Online Mapping. <p><i>Note: Jetty/ Mooring Envelopes can be obtained from the City's Planning Services</i></p>	Always	<input type="checkbox"/>
<p>Jetty/ Boat Lifting Structure Details</p> <ul style="list-style-type: none"> - Details of the proposed jetty/ boat lifting structure clearly showing the length and width of the proposal. - Engineering Details confirming that the structure will not impact on the structural integrity of the existing canal wall. - Location and details of proposed mooring piles <p><i>Note: Piles associated with a Jetty are to be located so as not to penetrate any Revetment Mattress. Where piles are proposed to penetrate a Revetment Mattress, certification from a structural engineer will be required to be provided at the building permit stage confirming there will be no associated structural impact</i></p>	Always	<input type="checkbox"/>
<p>Private Jetties Checklist</p> <ul style="list-style-type: none"> - See page 2 of this checklist 	When applying for a Jetty	<input type="checkbox"/>
<p>Boat Lifting Structure Checklist</p> <ul style="list-style-type: none"> - See page 3 of this checklist 	When applying for a Boat Lifting Structure	<input type="checkbox"/>

Development Application Checklist

JETTIES & BOAT LIFTING STRUCTURES



Jetty Application Checklist

Type of Jetty Proposed: (i.e. finger, floating, land backed “L” shaped or “T” shaped)

Details of the Jetty			
Details of Jetty	Yes	No	N/A
Is the proposed structure within the designated jetty envelope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the proposed vessel be wholly located within the mooring envelope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For finger, ‘T’ and ‘L’ Shaped Jetties: Is the width of the primary walkway between 1.2m and 2.0m?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For Floating Jetties: Is the width of the primary walkway between 1.2m and 2.5m?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the proposed jetty structure ‘un-roofed’? (i.e. does not have a roof structure, whether temporary or permanent).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do any proposed piles penetrate the revetment mattress? If so, have you provided certification from a structural engineer confirming there will be no associated structural impact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notes: 1) If you answered yes to all of the above questions, you do not require a Development Application. 2) A Jetty licence will be required to be obtained from the Department of Transport.			

Development Application Checklist

JETTIES & BOAT LIFTING STRUCTURES



Boat Lifting Structure Application Checklist

Type of Boat Lifting Structure Proposed: (i.e. davit, floating boat lifting structure or mechanical boat lifting structure)

Details of the Boat Lifting Structure			
Details of Boat Lifting Structure	Yes	No	N/A
Is the proposed structure within the designated mooring envelope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a licenced jetty been approved and constructed for the subject lot?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the proposed vessel be wholly located within the mooring envelope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do any proposed piles penetrate the revetment mattress? If so, have you provided certification from a structural engineer confirming there will be no associated structural impact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heights of Boat Lifting Structure			
What will the height of the vessels keel be when the structure is in operation?			
At what height will the top of the vessel be when the structure is in operation?			
What will the height of the structure be once constructed or in operation at its highest point in comparison to the canal wall?			
Notes: <ol style="list-style-type: none"> 1) The type of structure may be limited to a floating type in certain locations (such as in canal cul-de-sac heads). 2) Adjoining landowner referral will be undertaken by the City as part of the application process. 3) Approval will be required to be obtained from the Department of Transport once Development and Building Approvals are granted. 			