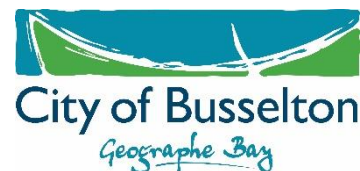


Development Application Checklist

BUILDING ENVELOPE MODIFICATION



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

Information	When is it required?	Provided (Please tick)
Application for Development Approval Form <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"/>
Current Copy of the Certificate of Title <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"/> <input type="checkbox"/>
Covering Letter / Justification Outlining the general nature and details of the proposal <ul style="list-style-type: none"> What is the development What will it be used for Why is it required Justification for any variations to relevant provisions of the Scheme, Policy and R-Codes (as applicable) 	Always	<input type="checkbox"/>
Additional Information <ul style="list-style-type: none"> Completed page 2 of this form 	Always	<input type="checkbox"/>
Bushfire Management Plan (BMP) <ul style="list-style-type: none"> Properties designated bushfire prone on the Map of Bush Fire Prone Areas require a Bushfire Attack Level (BAL) Assessment report. In accordance with State Planning Policy 3.7, lots exceeding 1,100m² with a nominated BAL-40 or BAL-FZ also require a Bushfire Management Plan (BMP) prepared by a Level 3 Accredited Bushfire Practitioner. 	When your property is identified as 'bushfire prone' and the nominated Bushfire Attack Level (BAL) is BAL-40 or BAL-FZ and/or clearing is proposed to achieve a lower BAL rating	<input type="checkbox"/>
Site Plan A diagram, to scale, showing the proposed modification to the building envelope should include: <ul style="list-style-type: none"> The location and dimensions of the lot boundaries Location of the existing building envelope and location of proposed new envelope clearly marked showing additions/alterations required Setbacks from lot boundaries to the proposed envelope North Point Street and Lot number Access points, driveway and/or right of way access 	Always	<input type="checkbox"/>

BUILDING ENVELOPE MODIFICATION

<ul style="list-style-type: none"> - Street verge including verge trees, power poles, drainage pits, manholes, crossovers, footpaths and any other obstructions - Location of any easements - Details of stormwater disposal. - Details of any vegetation and if it is to be retained, removed or trimmed 		
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BUILDING ENVELOPE MODIFICATION ADDITIONAL INFORMATION

Property Address:

Building Envelope Size/Area:
 Generally, the overall area of the building envelope is to be maintained, therefore where an area of envelope is extended, a portion of the envelope will be removed.

Size of existing building envelope: _____m²

Size of proposed building envelope: _____m²

Vegetation:

Will the modification to the building envelope result in the removal of any vegetation? Yes No
 If yes, please provide a description of vegetation that will be removed (include photos where possible).

Will the modification to the building envelope result in the protection of any vegetation? Yes No
 If yes, please provide a description of vegetation that will be protected (include photos where possible).

JUSTIFICATION COMMENTS

Please provide justification comments for the proposed modification/variation to the building envelope addressing the above criteria.

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