

# Requests for Approval to Extend the Time Period for Development Approval

## Information Sheet PLN No.7

### GENERAL

The City generally issues approvals for development approvals for two years in accordance with Clause 10.5.1 of the City's Town Planning Scheme No.4 (TPS No.4). If the development has not *substantially commenced* before the expiration of the two year approval period, the approval lapses.

The landowner or applicant can request in writing for the City to extend the time period of a development approval in accordance with Clause 10.5.2 of TPS No.4, which reads as follows:

*"A written request may be made to the City for an extension of the term of planning approval at any time prior to the expiry of the approval period in clause 10.5.1."*

Written requests **must** be received by the City prior to the expiration of the development approval time period. The City is not able to grant approval to an extension to the time period of an approval if it has expired/lapsed.

The City assesses requests for extensions of time for a development approval in accordance with the City's TPS No.4, policies and any other relevant information and criteria. The City will usually only grant a one year extension to an approval, if it considers the time period of the approval should be extended.

### APPLICATION FEE

An application fee is required to be paid with the submission of all written requests for an extension to an approval time period. This is a non-refundable application fee. The fee is 50% of the original application fee, with a minimum fee which is set in accordance with the City's Schedule of Fees and Charges.

## WRITTEN REQUESTS

A request for an extension to the time period of a development approval should include the following:

- application fee as specified above;
- must be made in writing and received by the City prior to the expiration of the approval period. This letter must include signature/s of the current owner or applicant who lodged the original application;
- details of the approval and address of the property, ie. two grouped dwellings;
- advice about whether any works have commenced on-site; and
- any other relevant information to support the request.

More information can be obtained from the following:

1. The City's Town Planning Scheme No.4:  
**[http://www.armadale.wa.gov.au/services\\_and\\_facilities/planning/town\\_planning\\_scheme\\_no4/](http://www.armadale.wa.gov.au/services_and_facilities/planning/town_planning_scheme_no4/)**
2. The City of Armadale's Online Mapping System:  
**[http://www.armadale.wa.gov.au/services\\_and\\_facilities/online\\_mapping/](http://www.armadale.wa.gov.au/services_and_facilities/online_mapping/)**
3. The City of Armadale's Schedule of Fees and Charges:  
**Visit the Planning section at <http://www.armadale.wa.gov.au/>**

For further information please contact the City of Armadale by telephoning (08) 9399 0111 or emailing **[info@armadale.wa.gov.au](mailto:info@armadale.wa.gov.au)**.

**Please Note:** The information contained in this brochure is intended as a guide only. It is recommended that the advice and assistance from the relevant authorities be sought prior to lodgement of the application. The City of Armadale disclaims any liability for any damages sustained by a person acting on the basis of this information.