

Development Envelope Modification Applications PLN Information Sheet No. 1

When is an Application necessary?

Development Envelopes are generally identified on an approved Development Envelope Plan or Structure Plan. A Development Envelope is not necessarily applicable to all properties.

Development Envelopes are established for the purpose of maintaining landscaping and protecting vegetation on a lot and for fire and safety management purposes. The area outside a Development Envelope may not be cleared, with the exception of a driveway and firebreaks. *All* development on a lot including a house, earthworks, effluent disposal system, outbuildings, swimming pool, patios and water tanks must be confined to the Development Envelope.

An application to modify a Development Envelope may be made to the City, when it is considered necessary to alter the envelope's configuration to fit all development into the Development Envelope.

What should an Application consist of?

In order to reach an informed decision regarding any application, the following information and details must be submitted:

- A completed application form (Schedule 6 of Town Planning Scheme No. 4) signed by ALL owners of the land. Forms are available from Council offices or Council's website www.armadale.wa.gov.au
- A non-redeemable application fee is required. Refer to the Council's Schedule of Fees and Charges at www.armadale.wa.gov.au or available from the front counter of the City's Administration Offices.
- Five (5) copies of a site plan to a metric scale of not less than 1:500. The site plan is to show:
 1. The existing Development Envelope and the proposed new Development Envelope, clearly marked and dimensioned;
 2. The position of all structures and driveways (existing and proposed) on the entire site, with dimensions and areas;
 3. Existing and proposed contours, embankments and retaining walls;
 4. Location of any existing and/or proposed on site effluent disposal facilities and vegetation to be removed;
 5. Extent of existing vegetation on the lot; and
 6. Setback distances.
- Letter of justification explaining why a modification is being sought.

Please refer to the City's *Establishment or Variation of Development Envelope Locations Policy PLN 2.1* for further information.

What is the Assessment Process?

When an application is lodged, Council's Planning Services staff will assess the information provided by the applicant and determine whether it requires public advertising. If the application must be advertised, then 14-21 days could be allocated for submissions to be received. Advertising involves letters to surrounding landowners, sign on site or advertisement in local paper.

Council officers have delegation to determine applications for Development Envelope Modifications, however depending on the nature of any objections received during the advertising period, the application may need to be considered by Council.

In considering an application, the City and Council may have due regard for the following:

- Compliance with the relevant provisions of the Town Planning Scheme;
- Any planning policy, strategy, structure plan or provisions of an Outline Development Plan adopted by the Council;
- Appropriate use of the property in relation to its zoning;
- The potential for detrimental or adverse impact upon occupants of adjoining properties;
- Any relevant submissions received regarding the application;
- Requirements of orderly and proper planning;
- Preservation of the landscape and amenity of the locality;
- Fire management issues;
- Preservation of any object or place of heritage significance; and,
- Any other matters that are considered relevant.

Determination of Applications

In determining an application for development approval, the Council may:

- Grant approval to the Development Envelope with or without conditions as it deems necessary; or
- Refuse to grant its approval giving its reasons for refusal.

Where Council grants approval for a development, that approval shall remain valid for two years from the date of the approval. If the development is not substantially commenced within that time, the approval shall lapse and be of no further effect.

Further Information

For further information contact Council's Planning Services Department on (08) 9399 0111 or by email info@armadale.wa.gov.au.

Visit <http://www.armadale.wa.gov.au> for the Schedule of Fees, Application Form and Town Planning Scheme No.4.

Please Note: The information contained within this brochure is intended as a guide only. It is recommended that the advice and assistance of Council's Planning Services staff be sought prior to lodgement of a development application. The City of Armadale disclaims any liability for any damages sustained by a person acting on the basis of this information.