



REQUEST FOR PLANNING INFORMATION

PROPERTY DETAILS (the property you are seeking advice on)

Lot No:		Unit No:	
Street No:		Street Name:	
Suburb:			

APPLICANT DETAILS

Name:	
Company Name:	
Email Address:	
Postal Address:	
Phone Number:	
Relationship to property for which this advice is sought (landowner, tenant etc):	

TYPE OF INFORMATION REQUIRED

	<p>Zoning Certificate (includes zoning, R-Coding and any proposed changes to zoning). Fees \$73</p>
	<p>Written planning advice (includes current/previous land use information, or planning letter for motor vehicle repair business licence). NOTE:</p> <ul style="list-style-type: none"> The City can only provide conditions of approval or reasons for refusal if this information is on the public record (i.e. determined by Council) – please refer to 'Copy of Planning Approvals and Plans' above if this is the information you are seeking; The City's website provides links to our online mapping system which can tell you the zoning and R-Code of your property. Our website also provides you with links to our policies and local planning scheme which contain information about land use permissibility and development standards in specific areas. <p>Please attach a separate letter listing the information you are seeking (please include details regarding existing use, parking, proposed use etc if you are wanting to see if development approval is required for a change of use) Fees \$73</p> <p>Note: If your request is to find out whether planning approval is required for a change of use and it is determined that approval is required, the \$73 written planning advice fee will be deducted from the development application fee.</p>

Home Business Category 1 (Letter of Compliance) Fees \$73			
Copy of Planning Approvals and Plans NOTE: Authority from the landowner MUST be provided below			
Application Number(s)			
I/we am/are the current owner(s) of the above-mentioned property.			
I/we am/are not the current owners of the abovementioned property. The current owner(s) of the property have provided their authorisation below for me/us to obtain this information.			
PROPERTY OWNER(S) PERMISSION			
I/We _____, the owner(s) of the abovementioned property give permission for the above applicant to be provided with the requested copies of Planning Approvals and Plans relating to the property.			
Signature:		Date:	
Phone Number:			
Fees			
<ul style="list-style-type: none"> • \$66 per determination notice for notices issued by the City of Vincent only between 1993 and today (10 working days); • \$99 for notices issued by the City of Vincent and the City of Perth/Stirling combined prior to 1993 (10 working days); and • \$330 for determinations issued by the City of Vincent and City of Perth combined (24 hour service) 			

Please note that whilst the City will endeavour to respond to your request for planning information within 10 working days, in some instances it may take a bit longer to provide you with a response. One of our planning team will let you know within 10 working days of receipt if they think the response will be delayed and provide you with an estimated timeframe.

Applicant Verification

I _____ request the above information from the City of Vincent. I am aware that the City can only provide me with the information that it has and that it can lawfully provide to me, and it is possible the City may not be able to provide me with the information I am requesting. I am also aware that a refund will not be provided in this instance.

I understand that the response to my request will be provided by email unless I make alternative arrangements at the time of submitting this request with the City. I am aware additional charges apply if I seek hard copies of planning approvals in accordance with the City's Fees & Charges Schedule.

Applicant Signature: _____ Date: _____