

Development Application Checklist

Accompanying Documents *(Required)*

(tick as appropriate)

- Site plan with boundary clearances (setbacks, finished floor level and contours (scale 1:200); (4 set original plans)
- Elevation of proposed structure (including existing buildings and proposed addition) (scale 1:100 or 1:50); (4 set original plans)
- Floor plan (scale 1:200); (4 set original plans)
- Drainage details and crossover levels
- Electronic copy of all plans and supporting information
- For subdivision clearances please submit two copies of the deposited plan
- Copy of Certificate of Title no less than 3 months old (mandatory for all applications)
- Development Application Checklist (mandatory for all applications)
- MRS Form 1 (if applicable)
- Schedule 6 Form – Hope Valley Wattleup Redevelopment Area only

Form signatures

- Individuals – Signature of all registered proprietor(s) as shown on the Certificate of Title (attached)
- Companies – Appropriate company signatory/ies include:
 - one director and the company seal or;
 - two directors or;
 - one director and one secretary (as relevant to the company) are to sign
- Crown Land – Signature of the Minister for Lands or an authorised officer of the Department of Lands
- Strata/Survey Strata – Representative from the Strata Company or all individual owners are to sign
- Purchasers – Signature(s) of purchaser(s) and a copy of the Offer and Acceptance
- Letter of Consent – The applicant may sign on behalf of the landowner(s) subject to a letter of consent being provided, signed by all landowners identified on the Certificate of Title