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PLANNING ASSESSMENT PROCESS

Why Are There Different Ways to Assess My Application?

The assessment process is dependent on the Scheme area your property is located in. The City of Albany has numerous Schemes, but the main Town Planning Schemes are:

- Town Planning Scheme No. 1A – which covers the former Town of Albany area.
- Town Planning Scheme No. 3 – which covers the former Shire of Albany area.

Each Town Planning Scheme has a number of zones and each zone has uses that are designated, requiring assessment.

How is My Application Assessed?

One of the below classifications will be allocated to the use you are applying for:

- “P” - means a use that is permitted under this Scheme;
- “AA” - means a use that is not permitted unless the approval of the Council is granted, however, approval may not be granted by Council until the proposal has been advertised in accordance with the Scheme;
- “A” - means a use that is not permitted unless approval is granted by Council;
- “IP” - means a use that is not permitted unless such use is incidental to the predominant use of the land. Eg. Caretakers Dwelling;
- “SA” - means a use that is not permitted unless special consent is granted by Council after specific advertising requirements have been met;
- “X” - means a use that is not permitted.

Refer to the following table to see what is involved with each classification.

How Do These Affect the Processing of My Application?

Type	What Steps are Involved?	Approx. Time Taken
P	<ul style="list-style-type: none"> • Assessed by Officer. No formal advertising involved. • May be advertised to surrounding landowners at Officer's discretion. Should advertising be required, the approval process can be extended to between 4-6 weeks. 	2-6 weeks
AA	<ul style="list-style-type: none"> • Must be advertised at least once in a local paper. • It will be advertised to surrounding landowners. • Application will be on advertising for 21 days. • The Officer will collate comments received when the advertising period is finished. • Should there be any opposing submissions, then the application will need to go before Council for a decision. This will delay the approval process until it can go in the next agenda. This may add an extra 6 weeks to the approval process. • Should the application receive no submissions or only ones in favour, then there may be no requirement to go before Council and an official approval/refusal may be granted by Officer. 	5-12 weeks
A	<ul style="list-style-type: none"> • Assessed by Officer. • May be advertised to surrounding landowners at Officer's discretion. Should advertising be required, the approval process can be extended to between 4-6 weeks. 	2-8 weeks
IP	<ul style="list-style-type: none"> • Assessed by Officer. No advertising involved. • May be advertised to surrounding landowners at Officer's discretion. Should advertising be required, the approval process can be extended to between 4-6 weeks. 	2-8 weeks
SA	<ul style="list-style-type: none"> • Must be advertised at least once in a local paper. • A sign will be placed on the property in a prominent place. • It will be advertised to surrounding landowners. • Application will be on advertising for 21 days. • The Officer will collate comments received when the advertising period is finished. • Should there be any opposing submissions, then the application will need to go before Council for a decision. This will delay the approval process until it can go in the next agenda. This may add an extra 6 weeks to the approval process. • Should the application receive no submissions or only ones in favour, then there <u>may</u> be no requirements to go before Council and an official approval/refusal granted by Officer. 	5-12 weeks
X	<ul style="list-style-type: none"> • Involves no advertising. Automatic refusal. 	2 weeks

Note:

- Any application can be referred to a formal Council Meeting for a decision. If an application is referred to a formal Council meeting for a decision, there can be no guarantee on the time taken to process an application.

FORMAL COUNCIL CONSIDERATION:

The City of Albany has chosen to delegate many decisions to the professional staff to determine. However, there are a number of uses that Council has stated that they will always want to formally consider. These are:

- Aged Persons Village
- Cemetery/Crematoria
- Club Premises
- Educational Establishments
- Fuel Depot
- Hazardous Industry
- Hospital
- House of Worship
- Institutional Building
- Institutional Home
- Junk Yard
- Licensed Premises
- Projects exceeding \$1million in value other than those of a residential nature or involving the subdivision of land.
- Where more than five amusement machines are to be installed within a building.
- Night Club
- Noxious Industry
- Piggery
- Port Facilities
- Public Worship
- Reformative Institutions
- Restricted Premises
- Stock Feed Lots
- Stockyards/Stock Saleyards
- Tannery
- Zoological Gardens

Detailed Assessment

Prior to considering granting approval or refusing an application, Council or staff may consider any of the following:

- Permissibility of the proposed use;
- Access and egress from the site;
- Remnant vegetation;
- Landscaping;
- Services (i.e. water and sewer)
- On site effluent disposal;
- Drainage;
- Colour schemes;
- Signage;
- Car parking; or
- Dewatering.

More Information

Should you have any questions or require any further information, please contact a member of the Development Team by either phoning on 9841 9383, by email planning@albany.wa.gov.au or in person at the City Offices.

**** DISCLAIMER ****

This information sheet is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.

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