

Request for Written Planning Advice / Planning or Building Search Request

LND71 / BLD19

May 2020



NOTE: The Shire will endeavour to locate plans as requested; however, you are advised that the search fees are non-refundable if for any reason the plans are unable to be found in the Shire's records.

Please allow up to 10 working days to complete your request.

Property Details	
Lot No.	House No. Street
Suburb	
Applicant Details	
Contact Name	
Postal Address	
Email Address	Phone Number
Applicant Signature	Date
Type of Information Required (Please tick) – All information will be EMAILED only, if hard copies are required ensure the box below is ticked	
<input type="checkbox"/> Written Planning Advice \$73.00 <i>For in-depth planning advice. Please attach details of the information required, where relevant include plans.</i>	
<input type="checkbox"/> Planning Exemption Advice \$160.00 <i>Assessment of plans to see if application is exempt from Planning Please attach details of the information required, where relevant include plans.</i>	
<input type="checkbox"/> *Copy of Building Licences \$100.00 <i>Please note Septic Search Requests are to be lodged on the Shire's Septic Search Request Form</i>	
<input type="checkbox"/> *Copy of Planning Approvals \$62.00	
<input type="checkbox"/> Please tick if hard copies of plans/information are required (further fee required outlined below).	
Please tick box below how you would like these delivered:	
Posted <input type="checkbox"/>	Picked Up from Shire Office <input type="checkbox"/>
Additional printing fees apply and must be paid prior to release of the plans/information. Printing Fees are as per Council's fees and charges	

REQUEST FOR WRITTEN PLANNING ADVICE / PLANNING OR BUILDING SEARCH REQUEST

***Owners Authorisation (where copies of approvals and plans are requested this form must be signed by ALL landowners)**

- I/we **are** the current owner(s) of the abovementioned property
- I/we **are not** the current owner(s) of the abovementioned property. The current owner(s) have signed below granting permission to release the requested information.

I/we, _____ declare ownership of the abovementioned property and authorise the above applicant to order and collect the requested information.

Signed: _____ Date: _____

Lodgement

Email: (preferred) spdplanning@amrshire.wa.gov.au

In person: at the Shire Civic Administration Centre, 41 Wallcliffe Road, Margaret River

By post: PO Box 61, Margaret River WA 6285

Payment (To be paid on Lodgement)



In person (Cash, Cheque, EFTPOS)
Shire Civic Administration
Centre - 41 Wallcliffe Road
Margaret River

Telephone (Credit Card only)

Please tick
A Customer Service Officer
will contact you.



Post

Cheque payable to:
Shire of Augusta Margaret River
PO Box 61
MARGARET RIVER WA 6285

Planning Search Request, Written Planning Advice or Planning Exemption Advice (1TP810.84)
Building Search Request (1BU810.84)

Receipt No: _____

Date: _____