

Development Application Information Sheet

Applications may be lodged either in person, or via email at: dowshire@dowerin.wa.gov.au

A Development Application (DA) is a formal request to the Shire for permission to carry out development. This includes things like:

- Building works, such as constructing a house, shed, patio, or commercial building, as well as additions or alterations to existing structures.
- Land use changes, for example, converting a residential property to commercial use.
- Site modifications, including earthworks, retaining walls, the installation of signage or temporary structures, and the placement of sea (shipping) containers.

Planning vs Building Approval

Planning Approval checks the land use, siting, and design of your proposal under the Shire's Local Planning Scheme and must be obtained through a Development Application. A Building Permit ensures the structure meets the Building Code of Australia and construction standards, and can only be issued after Planning Approval has been granted.

Development Application Process

This process ensures your proposal complies with all zoning and land use requirements. It includes the following steps:

- Submission of a completed Development Application with all necessary supporting documents.
- Assessment by the Town Planner, who will prepare a report for Council.
- Consideration and decision by Council at an Ordinary Council Meeting.

Please note the approval timeline will depend on the next scheduled Council meeting, which may take several weeks.

Application Checklist

All of the below must be submitted with your application

- ☐ Completed Development Application form (available on the Shire of Dowerin website)
- ☐ Bird's-eye-view map showing the proposed development location on your property, including:
 - Distances to all property boundaries (fences/lot lines)
 - Distances to nearby structures (house, outbuildings, etc.)
 - Distance to the nearest roads
 - Nearby street names and a north arrow

Please ensure the map is clear, to scale (e.g., 1:200 or 1:500), and properly labelled.

- ☐ Dimensions of the proposed development, including length, width, height, and any other relevant details.

Additional Documents (If Applicable)

- ☐ Planning justification (if varying from standard rules)
- ☐ Bushfire Attack Level (BAL) report (if in bushfire-prone area)
- ☐ Heritage Impact Statement (if heritage-listed)
- ☐ Environmental or technical reports (e.g. stormwater, wastewater, soil stability)
- ☐ Traffic impact assessment (for commercial/large-scale developments)
- ☐ Noise or environmental management plans
- ☐ Energy efficiency assessment (for relocated/older buildings)

Key Points

- Incomplete applications will not be processed.
- The Shire may advertise your proposal or refer it to other agencies.
- Application fees are based on the estimated value of the proposed development. A full schedule of fees and charges can be found on the Shire of Dowerin website.