

Roadmap to Development

RM3 – “DA Rules” Impact Assessable Application



STEP 1:

Make a MCU/ROL Impact Assessable application with Council.

HAVE YOU...

- Considered the pre-lodgement meeting advice?
- Filled out the application form correctly?
- Included written consent from all Land Owners? (e.g. Mr Smith AND Mrs Smith)
- Provided supporting documents and plans?
- Paid the application fee?

STEP 2:

You will receive a “Confirmation Notice” from Council.

Please read the Confirmation Notice carefully, it contains important information about:

- Public Notification; and
- Referral agencies (if applicable).

STEP 3:

Refer your application (if applicable).

The Confirmation Notice will state which referral agencies are involved. You must confirm:

- What is the referral agency fee?
- What documentation do you need to submit?

STEP 4:

Await the referral agency response (if applicable).

Top tip: The referral agency may issue an Information Request.

STEP 5:

Respond to Council’s Information Request (if applicable).

Top tip: Council may issue an Information Request if additional information is needed to make a decision.

STEP 6:

Public Notification.

Top tip: Ask a Council Town Planner to explain the process. This is an important part of the application and must be completed correctly:

- Follow the process.
- Submit to Council proof that all steps are complete.

STEP 7:

Receive your Decision Notice from Council.

Council will issue a Decision Notice within 35 business days after the last step is complete.