

# Development Application Checklist

## 'Agriculture – intensive'

The City is seeking to improve the effectiveness and efficiency of its Development Approvals process. One of the major contributing factors to delays in assessing planning applications is that the application does not contain sufficient information when originally lodged.

In an attempt to make this process as user friendly as possible, the City of Greater Geraldton asks that you read the following information and complete the easy to use checklist to ensure ALL requirements have been met **before the application is lodged**.

**Please note that incomplete applications may not be processed and may be returned to the applicant until such time as all details are provided.**

All applications are to be accompanied by:

- A completed application form signed by the owner of the land.
- Three (3) copies of completed scaled and dimensioned plans. Scale to be nominated on plans (*an extra set of scaled plans may be required if the works require referral or determination by an external authority*).
- Planning application fee (refer to Schedule of Fees and Charges).
- Covering letter outlining the general nature and details of the proposal including any written justification for any variations to the Scheme or Local Planning Policy requirements (if applicable).
- Management Plan including (at a minimum):
  - The nature of the proposed business. What is being produced on-site?
  - Are any goods/equipment stored? If yes, what, where, how much area is required for storage and how are supplies delivered?
  - Intended site management.
  - On-farm biosecurity plan.
  - Is any processing to be undertaken on-site or taken away offsite?
  - Use of fertiliser? How will it be used?
  - Will there be noise generated?
  - Proposed water supply. Any water to be stored on-site and how. Please show on plans where required.
  - Number of employees.
  - Will there be any advertising/signage on the site? If yes, please provided details of location, size, construction materials and an elevation drawing. Please note sign is not to exceed 0.2m<sup>2</sup>. Refer to the City's Signage Local Planning Policy for more information.

***The plans are to include the following information. (Plans not drawn in ink, double sided plans or plans submitted on tracing paper will not be accepted)***

### 1.0 SITE PLAN (Scale of not less than 1:200)

- Street and lot number and street / road name.
- North point.
- Proposed buildings and existing buildings to be retained.
- Existing and proposed uses.
- Natural and proposed ground and finish floor levels (relative to nominated datum point or AHD).
- Access points: driveways and/or right of way access.
- Boundaries and lot dimensions.

- Setbacks to all boundaries.
- Details and location of any fencing.
- Location, layout and dimension of all car parking spaces intended to be provided.
- Street verge including – street verge trees, power poles, drainage pits, manholes, crossovers, footpaths and any other obstructions.
- Location of any easements.
- Existing vegetation and vegetation proposed to be removed.
- Location and height of retaining walls relative to existing ground levels.
- A schedule of material and finishes of ALL buildings, driveways, fences, retaining walls, boundary walls.
- The existing and proposed means of access for vehicles to and from the site.
- The means for disposal of wastewater and for stormwater management.

## **2.0 FLOOR PLAN (Scale 1:100 or 1:200)**

- A plan of every storey with floor levels (RL or AHD).
- Internal layout showing doors/windows etc and room names.
- Roof / eaves lines.
- Total floor area in square metres.
- Setbacks to all boundaries on all sides.

## **3.0 ELEVATIONS (Scale 1:100 or 1:200)**

- All elevations are to be submitted with description / heading of each elevation (i.e. north, south, east, west)
- Natural ground levels, proposed ground levels and finish floor levels relative to nominated datum point or AHD (where applicable).

## **4.0 OTHER (Scale 1:100 or 1:200)**

In addition to the above the following information is also required if it is relevant to the application:

- Calculation of: Plot ratio and site coverage.
- Landscaping plan for screening purposes (if applicable).
- Floor area(s) for each different use (if applicable).
- Signage details (if applicable).
- Identification and description of any activities that may cause dust, odour or any other emission (e.g. spray drift).
- Details of the number of vehicles (in excess of 2 tonne) to be used in connection with the development / use.
- Details of the nature and extent of any machinery to be used in the operation of the development/use (including noise levels).

## **DEVELOPMENT APPLICATION NOTES:**

1. Prior to lodging an application it is suggested you review the City's Local Planning Schemes and the City's Local Planning Policies and any other Design Guideline documents that may be applicable as they may contain information that affects your proposal. Please visit the City of Greater Geraldton website at [www.cgg.wa.gov.au](http://www.cgg.wa.gov.au) or contact Town Planning on (08) 9956 6900 should you have any specific enquiries.
2. Fees and Charges – to determine the application fee please refer to Town Planning Schedule of Fees and Charges, which can be viewed at the City of Greater Geraldton website at [www.cgg.wa.gov.au](http://www.cgg.wa.gov.au) or at the Civic Centre, Geraldton. Alternatively, please contact Town Planning Services on (08) 9956 6900.
3. In addition to obtaining Development Approval additional approvals may be required from other government agencies under separate legislation. It is your responsibility to obtain any additional approvals required. The Department of Agriculture published a guide for establishing horticulture enterprises, including agriculture-intensive 'the Horticulture Handbook (Bulletin 4847) which can be found here: <https://www.agric.wa.gov.au/sites/gateway/files/The%20horticulture%20handbook.pdf>
4. The City may request additional information or justification where this is required to enable an informed assessment of the proposal to be made.

## AGRICULTURE INTENSIVE USE NOTES:

1. For the purpose of this form a **“Greenhouse”** means any temporary structure used to house **“Agriculture-Intensive”** uses associated with the following:
  - the production of grapes, vegetables, flowers, exotic or native plants, or fruits or nuts;
  - the establishment and operation of plant or fruit nurseries;
  - the development of land for irrigated fodder production or irrigated pasture (including turf farms); and
  - Aquaculture.
2. Greenhouses are not generally considered appropriate in ‘Rural Residential’ zoned land (less than 2ha), the Moresby Ranges or in other areas identified as having specific heritage value (such as the Greenough Flats).
3. An agriculture intensive use is permitted on ‘Rural’ zoned land however is discretionary subject to advertising on ‘Rural Residential’ zoned land.
4. The uncovered storage of bulk manure will not be supported.
5. Where the local government determines that there could be the potential for on-going conflict issues or in areas where land use is envisaged to change, development approvals may be limited to a maximum period of 12 months, after which the further renewal of the approval by the local government is required annually. This is the responsibility of the applicant and the local government will not automatically re-issue approvals.

## ‘RURAL’ ZONE INFORMATION

This information is an extract only from the City of Greater Geraldton Local Planning Scheme No. 1 (‘the Scheme’). It is provided for information purposes only. There may be additional requirements that apply to specific sites and for development applications.

### ‘Rural’ Zone Objectives:

- a) Provide for the maintenance or enhancement of specific local character.
- b) Protect broadacre agricultural activities, such as cropping and grazing, and intensive uses, such as horticulture, from incompatible uses and minimise land use conflicts.
- c) Provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with the surrounding rural uses.
- d) Protect and provide for existing and planned key infrastructure, public utilities and renewable energy facilities.

### ‘Rural’ Zone Site and Development Requirements:

<b>Minimum lot size</b>	Variable
<b>Minimum setback Primary street</b>	20 metres
<b>Minimum setback Secondary street / side boundary</b>	10 metres
<b>Minimum setback Rear boundary / other</b>	10 metres
<b>Maximum plot ratio</b>	Variable
<b>Maximum building height</b>	As per R-Codes for residential development
<b>Minimum landscaping</b>	Variable

For further information, please contact the City’s Town Planning team on:

Phone: (08) 9956 6900

Email: [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au).