



LOCAL PLANNING POLICY: PLANNING FEES

PURPOSE

To provide a guide for the setting and administering of fees for a variety of planning functions.

AUTHORITY TO PREPARE AND ADOPT A PLANNING POLICY

Clause 4 of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables a Local Government to prepare and adopt Local Planning Policies.

This policy supersedes Shire of Beverley Town Planning Policy No. 8 – Town Planning Fees which is hereby revoked.

FEE SCHEDULE

Fees are set pursuant to the *Planning and Development Regulations 2009, Schedule 2 – Maximum fees for certain planning services*. This schedule reflects the maximum fees that can be charged by a local government for a variety of planning functions.

The Schedule of Fees and Charges is included in Council's Budget document.

PAYMENT OF PLANNING APPLICATION FEES

All planning fees that are payable for the determination of a planning application are payable at the time of lodgement of an application for planning approval. Council reserves the right to not determine an application until such time as a payment of fees has been received and deposited into its account.

REFUND OF PLANNING APPLICATION FEES

Where Council has refused to grant Planning Approval, any fees that have been paid to Council are not refundable. The applicant is to be made aware that the fee is for the determination of an application, not its approval.

Where a development application has been lodged and is subsequently withdrawn by an applicant and a request for refund of the planning fees made, the following refund guidelines will apply:

- Where Council has determined an application – **no refund**
- Where a request for withdrawal is made within one (1) week of the Ordinary Council Meeting where the application will be determined – **no refund**.
- At any stage prior to one (1) week before the Ordinary Council Meeting where the application will be determined – **50% refund**.

PAYMENT OF SUBDIVISION CLEARANCE FEES

Where Council is required to consider the clearance of conditions on a subdivision approval, it will not clear any conditions until the appropriate fee has been received.



PAYMENT OF HOME OCCUPATION FEES

Home occupation application fees will be subject to the same measures as development application fees in terms of timing of payment and refund policy.