

Notes on Applications for Planning Approval

1. Planning approval is required for most developments (including demolition) and uses on Christmas Island, although there are some exceptions.
2. Fill out **ALL** sections of this form. It is particularly important to ensure that all the owners of the property have signed the form.
3. You must supply three (3) copies of plans with the application form, particularly (suggested scale in brackets):
 - a) Site Plan (1:500) – clear dimensions, existing buildings, any trees, proposed drainage, setbacks, landscaping (if applicable), car parking, loading areas (if applicable);
 - b) Elevations (1:200) – at least two;
 - c) Floor Plan – showing the use of the building (s), every storey and layout;
 - d) Locality Diagram – indicating location of land in relation to adjacent major roads or access paths.
4. Plans must be checked and stamped by Water Corporation prior to submission to the Shire
5. Applications for Planning Approval will not be considered until fees are paid. Fees generally follow WA fees and are gazetted by the Shire annually. They are available on the Shire website or by contacting the Chief Executive Officer 08 9164 8300 ext 235.
6. Please contact the Chief Executive Officer should you have any queries or require assistance.