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| --- |
| Document notes (delete before finalising document)* Contents page and footers will update themselves at printing
* Council’s Example Application gives further guidance to content
* Use the text styles for consistent formatting, particularly headings, to get the best results from the template’s formatting
 |
| Tuesday, 25 June 2019 |
| {highlight and insert picture} |
|  |
|  |
|  |
|  |
| Planning Report |
| Prepared by {click and type} |
|  |
| Development Application  |
| {click and type application type e.g. Material Change of Use} |
| {click and type application detail e.g. Multiple dwelling} |
|  |
|  {click and type propery address }  |

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# Summary

{Provide a brief overview of the proposal. Make sure to detail the basic information of the application the site address and any unusual features of the site, such as steep land.}

## Development details

{Provide details about the type of application, what is proposed, and some of the proposal's particulars.}

## Site details

{Provide details of the development site and surrounding area. Make sure to identify the zone and any relevant overlays. This is also a good place to identify any unique features of the land e.g. steep land or significant vegetation.}

{highlight and insert site plan}

## Pre-lodgement meeting

{Provide details about any pre-lodgement meeting held with Council. You may like to add the minutes into an appendix}

## Planning instruments

## Referral agencies

{Have any referral agencies been identified? Schedules 9 & 10 of the Planning regulation identifies the applicable referral agencies.}

# Assessment

{Provide a general overview of the assessment benchmarks that have been identified. The assessment tables within Part 5 of the Planning scheme identifies the assessment benchmarks for code assessable development}

## {click and type zone code}

{If providing a detailed assessment within an appendix this is the best place to provide an overview of that assessment e.g. briefly discuss any matters that required a performance assessment or when an alternative solution is proposed.}

## {click and type use type or ROL code}

## Landscaping code

## Nuisance code

## Transport & parking code

## Works, service & infrastructure code

## {click and type overlay code}

# Services

{Provide a general overview of the infrastructure required to service the development.}

## Local Government services

### Water

### Sewer

### Stormwater

### Road

## Other service providers

### Telecommunications

### Electricity

# Conclusions

{Provide an overview to the reasons that the proposed development should be approved.}

Appendix 1 – Proposal plans

Appendix 2 – Assessment against benchmarks

Appendix 3 – DA forms

Appendix 4 – Owner’s consent