



What information do I include in my preliminary assessment request?

	<i>Tick if provided</i>
A completed 'Preliminary Planning Assessment' application form.	<input type="checkbox"/>
The preliminary planning assessment fee of \$400.00 .	<input type="checkbox"/>
Site plan drawn to scale of 1:100 or 1:200 which shows all existing and proposed development, driveway(s), crossover(s), natural and finish floor levels, proposed street and/or boundary setbacks, easements, dividing and street fencing, screening measures to address any visual privacy (overlooking), street name(s), the north point, and (if applicable) the location, top and bottom of wall heights of retaining walls.	<input type="checkbox"/>
Floor plans drawn to scale of 1:100 or 1:200 showing the lot boundaries and purpose and dimensions of each area .	<input type="checkbox"/>
Elevations drawn to scale of 1:100 or 1:200 showing the external dimensions and appearance of any structure/building proposed, the natural and finish floor levels, and (if applicable) the location, top and bottom of wall heights of retaining walls.	<input type="checkbox"/>
Any other information you wish to have reviewed by the City prior to lodging a development application such as a landscaping plan, acoustic report and/or waste management plan.	<input type="checkbox"/>

How do I lodge my preliminary planning assessment request?

The preliminary planning assessment request and fee is submitted by the applicant to the City:

- **Email** via council@nedlands.wa.gov.au which is to include the applicable credit card details for payment of the fee, or
- Via the **post**, which includes a cheque or the applicable credit card details for payment of the fee, being sent to City of Nedlands, PO Box 9, NEDLANDS WA 6909, or
- **In person**.

Note: As an alternative to providing credit card details in writing, the applicant can pay the required fee by telephoning the City on 92733500.

How and when will the preliminary comments be provided?

The City will provide comment on the preliminary plans within 10 working days of the application and fee being received. The confirmation will be emailed or posted unless specifically requested to be collected by the applicant.

Note: The Preliminary Planning Assessment fee of \$400.00 is required to be paid in full **prior** to the plans being assessed by the City.

Please ensure that all of the necessary information is provided otherwise the City cannot guarantee that a decision will be made within 10 working days.



REQUEST FOR PRELIMINARY PLANNING ASSESSMENT

Development details:		
Property address (in full):		
Proposed development:		
Method of response: (Tick the box)		
Via mail <input type="checkbox"/>		
Via email <input type="checkbox"/>		
In person <input type="checkbox"/>		
Owners details:		
Name:		Name:
Postal address:		
Phone No.:		Mobile No.:
E-mail:		Date:
Applicants details: (if different from owner)		
Business name:		
Contact person:		
Postal address:		
Phone No.:		Mobile No.:
E-mail:		Date:
OFFICE USE ONLY		
Planning Fee	Amount: \$	Receipt No.:
Reference	File No.:	Date: