PLANNING AND DEVELOPMENT CERTIFICATE

Information Privacy Act 2009 Cloncurry Shire Council is collecting your personal information in accordance with the *Local Government Act 2009*. The information collected on this form will be accessed by authorised Council officers or any other relevant State Government departments for the purpose of approving this application and ensuring Council records are accurate. Your information will not be accessed by any other person or agency unless you have given us permission or we are required to do so by law.

Authorising Provisions:
Planning Act 2016

SECTION 1: APPLICANT DETAILS (please print)			
Name			
ACN (if applicable)			
Postal Address			
Suburb		**Postcode**	
Phone no. (day)		**Mobile no.**	
Email			

SECTION 2: PROPERTY DETAILS for which Certificate is required (please print)

Street			**Street no**		**Shop no**	
Suburb					**Postcode**	
Real Property Description	**Lot no:**		**Plan type**		**Plan no**	
Real Property Description	**Lot no:**		**Plan type**		**Plan no**	
Real Property Description	**Lot no:**		**Plan type**		**Plan no**	

SECTION 3: CERTIFICATE REQUIRED tick *appropriate box*

In accordance with the provisions of Section 265 of the *Planning Act 2016*, I request a Planning and Development Certificate in respect of the above prescribed land **(TICKE ONE ONLY)**

Limited Certificate ☐ Standard Certificate ☐ Full Certificate ☐

Limited planning and development certificates

Limited certificates are generally for standard conveyancing matters, such as establishing which planning scheme the property is in. A Limited Certificate provides, specific to the premises:

- a summary of the relevant planning scheme provisions and charges resolution
- any Temporary Local Planning Instrument
- any variation approval in effect
- any State Planning Instrument
- any state or local designations under legislation
- a copy of any information recorded for the premises in the infrastructure charges register.

Standard planning and development certificates

Standard certificates are generally for commercial enterprises. It provides the same information contained in a Limited Certificate and in addition, includes a copy of any:

- decision notices (or negotiated decision notices) for development approvals that have not lapsed
- minor changes to the development approval
- approvals given to extend the currency period of a development approval
- details relating to continuing approvals (approved before 30 March 1998)
- details of any decision to approve or refuse a historical application for rezoning (made under the repealed *Local Government (Planning and Environment) Act 1990*
- compliance certificate given under the *Sustainable Planning Act 2009*
- exemption certificate for development on the premises given under section 46 of the *Planning Act 2016*
- judgement or court order about the development approval (other than a judgment or order of a tribunal about a development permit for carrying out building works)
- agreement about a condition of the development approval that Council (or a concurrence agency) is party to
- infrastructure agreement applying to the premises that Council is party to.

Full planning and development certificates

Full certificates are generally for commercial enterprises. A Full Certificate establishes Council's conditions for development approval, states whether or not the conditions have been complied with and describes any outstanding conditions.

These certificates state advice of prosecution, or awareness of proceedings for prosecutions, for a development offence in relation to a premises. Full certificates provide:

- the same information provided in both the Limited Certificate and Standard Certificate and;
- details of any current development approval containing conditions, and a statement of fulfilment or non-fulfilment of each condition at a stated day (after the certificate was applied for)
- if there was an infrastructure agreement that Council is party to, including:
  any obligations that have not been fulfilled, including details of the nature and extent of non-fulfilment
  details of any security given and whether any payment required under the security has been made
- advice of any prosecution for a development offence in relation to the premises that the Council is aware of; or proceedings for a prosecution for a development offence in relation to the premises that Council is aware of.

Time to process

After the lodgement date, planning and development certificates results are provided within:

- 5 business days for a Limited Certificate
- 10 business days for a Standard Certificate
- 30 business days for a Full Certificate.

You cannot fast track a Planning and Development Certificate.

SECTION 4: APPLICANTS SIGNATURE			
Applicant's full name			
Applicant's signature		**Date**	/ /

SECTION 5: APPLICATION LODGEMENT

Applications may be lodged as follows:

By email:	council@cloncurry.qld.gov.au – scanned copy with signatures only
By post:	Mail to Cloncurry Shire Council, PO Box 3, CLONCURRY QLD 4824
By fax:	(07) 47 421 712
Pay in person:	At Cloncurry Shire Council Administration Centre, 38-46 Daintree Street, Cloncurry
Enquires phone:	(07) 47 424 100

COUNCIL USE ONLY		
Name		**Date received:**
Signature		
Reference number		
Amount paid		
Receipt no		