DEVELOPMENT APPLICATION

EXTENSION OF TIME REQUEST FORM

WAKEFIELD REGIONAL COUNCIL

Completing this application

All sections must be completed. Any missing sections may cause delays or Council will be unable to process the lodgement. It is recommended this form be completed online and printed prior to lodgement. Print clearly using BLOCK LETTERS and place a TICK in appropriate boxes.

This form is to be completed prior to applying for an Extension to Planning Consent or Development Approval for a Development Application.

When a development is granted Planning Consent, the applicant typically has 2 years from the operative date in which to obtain Building Consent and Development Approval. When a development receives Development Approval, the applicant has 2 years from the operative date to substantially commence the development, and 3 years (from Development Approval) to substantially or fully complete the development.

It is recommended that this application be lodged with Council a minimum of twenty (20) business days prior to the lapsing of the Consent/Approval to allow sufficient time for the request to be considered and assessed.

Fees and Charges

An application assessment charge, per application, is payable at the time of submission. Please note payment of this fee does not guarantee an approval for an extension of time. *Fees are set by the State Government and may vary.

SECTION 1 – REQUESTING PARTY'S DETAILS

Applicant Name			
Postal Address			
Email		***Phone***	

SECTION 2 – EXTENSION OF TIME INFORMATION

Development Application Number/ID	

This application is to extend the operative date of: (please check "☒"only one of the following boxes)

☐	**Planning Consent** *(Planning consent Only)*	**Date of consent** *(from DNF)*	
☐	**Development Approval** (*Planning & Building)*	**Date of Consent** (*from DNF)*	
	Requested Revised Planning Consent Lapse Date: *(if PC extension only Extend the planning approval)*		
	Requested Substantial Commencement Date: *(if DA extension, when construction can begin on site)*		
	Requested Revised Substantial Completion Date: *(only applicable to Development Approval extensions, when construction should be completed)*		

- **'Planning Consent'** means the first consent of the application that has been granted. Typically, a 'planning consent' is valid for 24 months (i.e. you have 24 months from the date of approval to receive 'Development Approval'.
- **'Substantial Commencement'** means when the relevant building works for the development are required to have commenced. Typically, works must 'substantially commence' (i.e. work is well underway) within 24 months of Development Approval.
- **'Substantial Completion'** means when all building works are complete, and the buildings can be occupied. Typically, 'substantial completion' must occur within 3 years of Development Approval.

Note – If you are unsure what type of Consent the Extension is for, please contact Council on (08) 8862 0800.

SECTION 3 - LOCATION OF DEVELOPMENT (PROPERTY ADDRESS)

House Number	*Lot Number*	*Deposited/File/Strata Plan No*	*CT Volume / Folio*

Street Name	*Suburb*	*State*	Post Code

SECTION 4 – DESCRIPTION OF NATURE OF DEVELOPMENT & ASSOCIATED DETAILS

Nature of Development *(taken from the respective DNF)*

SECTION 5 – REASON FOR REQUEST

(The following information MUST be provided and completed in a satisfactory manner):

Explanation as to why an extension is sought and/or (if applicable) why Building Consent/ Development Approval were not obtained within the designated timeframe;

Reasons why the development has not commenced or been completed within the specified timeframes;

Evidence suggesting the application has been pursued with diligence;

i.e. what action has occurred in relation to works, clarify pre-commence the works, contractual arrangements with builders/trades etc

Confirm the ability to complete the development in a timely manner if an extension is granted;

SECTION 6 – DECLARATION

I declare the information that I have provided on this application form is correct to the best of my knowledge and that I have the authority of any copyright holder for the public display and copying of any material I lodge.

I am aware that there may be significant changes to Council's Development Plan where my development may have the potential to impact upon the surrounding properties or may now be in conflict and/or at variance to the current Development Plan of Council.

I, the undersigned hereby acknowledge that the payment of fees is solely an application charge for the consideration of my request and does not guarantee that my request will be granted.

SIGNATURE		**DATE**	