

TOWN OF PORT HEDLAND PLANNING AND BUILDING INFORMATION REQUEST

Please ensure you have read the advice notes contained overleaf

Consent from Owners of the Subject Land					
Name:					
Postal Address:					
Phone:		Mobile:			
E-Mail:					
Signature:	Date:	Signature:	Date:		
Details of Person/s Requesting Information					
Owner Property Managem					
Name:					
Postal Address:					
Phone:		Mobile:			
E-Mail:					
Signature:		Date:			
	Property	y Details			
Street / House No:	Lot No:	Details	Location No:		
Street Name:		Suburb:			
	Dlanning Ir	oformatio	n		
Planning Information (owners consent required where there is a *)					
*Planning Information Request / Report		nformation	\$73.00 each		
 Provide covering letter indentifying requested information *Copy of Development Approval / Plans 			\$110.00 per permit		
Copy of Development Approvator Flans					
	Building Ir				
Search Fee	(0		,		
*Copy of Approved Plans - Residential *Copy of Approved Plans - Commercial See Advice Notes overleaf for process			\$35.00 per permit + copy fee \$55.00 per permit + copy fee		
Orders and Requisitions - Planning, Building and Rates			\$207.60		
*Building Reports (provide cover letter outlining information requested)			\$100.00		
*Swimming Pool Enclosure Inspection and Report			\$220.00		
*Copy of Home Indemnity Insurance, Swimming Pool Enclosure Inspection Report, Building Order		Pool	\$62.00 per document		
Copy of Documents - Building/Demolition Permit, Occupancy Permit, etc		,	\$62.00 per document		
Copy of Approved Plans (Please choose preferred format)					
Hard Copy - No charge for plans A3/A4 Plans larger than A3 will cost an additional \$18.60 Post: Phone to collect:					
PDF file - to be emailed where file size is 10MB or less. Larger plans may be sent by DropBox					

Advice Notes

- Please ensure you have provided the current owners consent, where required;
- For copies of approved Building plans, an initial search fee of \$100 may be required prior to the commencement of the search, and a Building Approvals List provided. Following confirmation of which permits the plans are requested for (i.e. house, shed etc) the following fees will be payable prior to the copies being released;

o Residential Properties \$35.00 per permit o Industrial/Commercial Properties \$55.00 per permit

- Please allow 10 working days to complete the search;
- The Town of Port Hedland does not have copies of sewer lines and water lines. Please contact the Water Corporation on 13 13 95 for this information
- Some details and plans i.e. contours may not be available, particularly with older approvals; The fee is to carry out a search of the Towns records. If requested plans cannot be located, the fee is **not** refunded.

OFFICE USE ONLY			
Date Received:	Owners Consent:		
Initial Fee:	Receipt Nº:		
Copy of Plans Fee:	Receipt Nº 2:		
Total Fee:	Accepting Officer:		