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Planning Permit Process

The details provided below are for information purposes only.

It is strongly recommended that advice is sought from Council's Planning staff in regard to each particular proposal.

On receipt of your planning permit application an assessment is undertaken by Planning staff to determine which permit pathway is applicable.

For example, if an application satisfies the Acceptable Solutions of the particular planning scheme zone and code standards, it is assigned as a 'Permitted' use development application and Council has 28 days to issue a permit. A 'Permitted' use permit cannot be refused, but can contain conditions that have to be addressed.

However, if some of the Acceptable Solutions cannot be met, then satisfying the Performance Criteria in the particular zone or code standards may be possible. If so, the application becomes discretionary. This process includes a two week newspaper advertising and public scrutiny period and allows Council 42 days to decide on the application. In some circumstances public opinion may result in Council refusing the application.

In some situations a permit pathway does not exist because the proposed use is not permissable in the zone. Likewise, the proposed development may not be able to comply with the Acceptable Solutions or the Performance Criteria. This will result in either non-acceptance of an application, because it is prohibited, or refusal because the proposal cannot or does not satisfactorily 'perform' against the standard.

In all situations it is strongly recommended that advice be sought from Council's professional planning staff before unnecessary costs are incurred. Council does offer a free pre-application assessment to assist in the preparation of an application.



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