

Planning Application checklist

Fremantle Ports

Planning Application checklist

Applicant's name.....

Applicant's contact number.....

Address of proposal.....

.....

Description of proposal.....

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This is a general guide designed to inform applicants of the required information to be submitted to Fremantle Ports as part of the Development Assessment process. Applicants are encouraged to contact Fremantle Ports' prior to lodging an application to discuss their proposal as additional information may be required planning@fremantleports.com.au or 9430 3312.

Applications lodged without all required information may be returned to the applicant

Plans

The following table outlines the information to be detailed on the plans to be submitted with the application. The table below is to be completed and submitted as part of the application.

Plans - guide to required plans Yes / No / N/A

All plans are to be submitted in PDF and CAD format	
Plans must be at a scale of either 1:100, 1:200 or 1:500	
Site/location including: street names, lot number, north point and site dimensions	
Setbacks	
Site coverage	
Crossovers	
Fencing	
Ground levels	
Finished floor levels	
Location, height and type of landscaping	
Vehicle parking, access and on-site circulation	
Vehicle loading/unloading areas	

All buildings existing and proposed: elevations, sections, internal floor plans with clear dimensions	
Location of surrounding/adjoining buildings	
Signage including dimensions, materials, and colours	
Services	

Planning report

Most applications will require a Planning Report to be submitted. The following is a guide as to the information to be included in the Planning Report.

- Relationship of the use to the Port of Fremantle
- Planning Guidelines compliance https://www.fremantleports.com.au/docs/default-source/planning-and-development/planning-guidelinesf55c75a6b96c4ef1adb3b3fd74f50428.pdf?sfvrsn=95cf1116_2
- If a lease is in place, leaseholders written consent, details of the lease with Fremantle Ports and how the proposal complies with the lease
- A description of current and planned on site uses
- Relationship of the proposal to existing on site and surrounding uses
- Hours and days of operation
- Number of employees
- Provision for growth of the business
- On site parking requirements for employees and visitors
- On site vehicle movements
- Ability of vehicles to safely access the site
- Vehicle volume generation and how vehicles will integrate with the local and wider transport network
- Details of any earthworks, excavations and/or dewatering requirements
- Landscaping
- Drainage

Other information

When making application additional information specific to the proposal may be required. Please refer to the list below as a guide. Applicants are requested to contact Fremantle Ports' prior to lodging an application to discuss requirements specific to their application planning@fremantleports.com.au or 9430 3312

- Safety Management Plan

- Traffic Management Plan, refer https://www.fremantleports.com.au/docs/default-source/planning-and-development/traffic-management-plan-fact-sheet.pdf?sfvrsn=68118a53_2
- Preliminary Design Drawings
- Hazard/Risk Assessment
- Schedule of works - Gantt Chart form
- Basis of design report
- Services plan
- Stormwater Management Plan
- Construction Management Plan
- Construction Environmental Management Plan
- Operational Environmental Management Plan



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