

# NAVIGATING FREMANTLE PORTS' PLANNING PROCESS

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How following the correct procedures will  
help ensure success with your project



FREMANTLE  
PORTS

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## Why you need approval from Fremantle Ports for your proposals

- Fremantle Ports requires you to obtain Planning Approval for any proposed developments or changes within the port.
- We want to be assured of consistency with our strategic plans.
- Planning approval is essential when developing or changing the usage of land and waters.

You can view our Planning Guidelines here:

<http://www.fremantleports.com.au/Planning/Planning/Pages/Planning-approvals.aspx>

## Let us know about your project early

Communicating with us early about your project and ensuring your Planning Application includes all the necessary information will help you and Fremantle Ports. Meeting our requirements will enable us to assess your application in a timely way.

If you have any queries when preparing your Planning Application, please contact our planning branch on [planning@fremantleports.com.au](mailto:planning@fremantleports.com.au)

## Following our planning process step by step

A fully completed Development Application (if required by Fremantle Ports) with all relevant information will:

- save you money
- avoid approval delays
- reduce risks

# STEPS IN THE PLANNING APPLICATION PROCESS

1	2	3	4	5
Development Application needed?	Development Application	Planning Approvals	External Approvals	Clearing Conditions
<p>First submit your ideas. Make an appointment to see us to discuss your project or contact our Planning Branch: <a href="mailto:planning@fremantleports.com.au">planning@fremantleports.com.au</a> to find out if a Development Application is required.</p>	<p>1. Submit your Development Application to Fremantle Ports</p>	<p>Manager Planning finalises, signs and emails Planning Approval to you.</p>	<p>External approvals may be required from:</p> <ul style="list-style-type: none"> <li>■ Dept of Aboriginal Affairs</li> <li>■ State Heritage Office</li> <li>■ WA Planning Commission</li> <li>■ Local Government</li> <li>■ Main Roads WA</li> </ul> <p>Fremantle Ports generally manages these.</p>	<p>We communicate with you throughout the process to help you with Condition Clearing.</p> <p>The development cannot proceed until all pre-construction conditions are cleared.</p>
<p>We provide initial advice</p>	<p>All relevant Fremantle Ports people view your proposal and have input to setting conditions.</p> <p>You may need to amend your Development Application. Early consultation can help avoid this.</p>	<p>You will receive an invoice from Fremantle Ports.</p>		<p>Once all conditions are cleared, there will be a final inspection by Fremantle Ports</p>
<p>Please note: If you decide to proceed with your project it must be completed within 12 months</p>				

We discuss your application with our engineers, internal environmental advisers, safety teams and other relevant branches to ensure that all aspects are taken into account in the assessment for Planning Approval.

We will also come and discuss your project with you.

# ADDITIONAL COSTS, YOUR RESPONSE AND APPROVAL EXEMPTIONS



## Some issues can lead to additional costs

Examples are:

- surveying your boundary incorrectly
- building on a storm water catchment area
- discovering asbestos during the course of a renovation or building removal

## Responding to your Development Application

When your application has been considered by Fremantle Ports you will receive:

an email from our Planning Branch

or

Fremantle Ports may need to refer your application to the Western Australian Planning Commission. In this case, you will receive a letter from the Commission.

## Planning Approval exemptions

Some areas are exempt from Planning Approval. These may include:

- general maintenance
- cleaning
- painting
- landscaping
- fences

# CONDITIONS ON APPROVAL, EXISTING APPROVAL VARIATIONS AND OTHER THINGS

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## Typical conditions on an approval

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- A new approval takes the place of previous approvals.
- The new approval does not relate to any other development on your lot.
- The work must be completed within 12 months of the approval date.
- Building materials are to be non-reflective.
- Lighting must not interfere with the safe navigation of shipping (Fremantle Ports will advise you on this matter).
- Your project is expected to comply with the *Building Code of Australia* (a uniform set of technical provisions for the design and construction of buildings and other structures throughout Australia) and the *Building Act 2011*.
- Fremantle Ports may require you to submit “as constructed” drawings.

## Variations to an existing Planning Approval

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It is important that your Development Application is correct when first submitted. A plan can only be varied for minor changes.

If you change your plan you will need to submit a new application and pay another Development Application fee.

## Other things you need to know

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If you don't finish the work outlined in your application you will need to submit a written request to Fremantle Ports as to when you expect to finish the works.

If budgetary circumstances mean you are unable to start or finish your project within one year, you must submit a new application.

We hope you find this guide to Fremantle Ports' planning process helpful. For further information please contact:

[planning@fremantleports.com.au](mailto:planning@fremantleports.com.au)



**FREMANTLE PORTS**

1 Cliff Street Fremantle  
Western Australia 6160

T: +61 8 9430 3555

F: +61 8 9336 1391

E: [mail@fremantleports.com.au](mailto:mail@fremantleports.com.au)

[www.fremantleports.com.au](http://www.fremantleports.com.au)