

Request for Initial Gateway Determination

Instructions to Users

When forwarding a planning proposal to the Minister under section 56(1), the relevant planning authority must provide the information specified on this form. This form and the required information should be sent to your local Regional Office. Please note one (1) electronic copy and two (2) hard copies of the completed Planning Proposal must be sent to your local Regional Office.

Relevant Planning Authority Details

Name of Relevant Planning Authority:

Contact Person:

Contact Phone Number and Email Address:

Planning Proposal Details - Attachments

1. **LAND INVOLVED** (If relevant - e.g. Street Address and Lot and Deposited Plan):

Attached/Completed ✓

2. **MAPS** (If applicable – 1 electronic and 2 hard copy)

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- Location map showing the land affected by the proposed draft plan in the context of the LGA (tagged 'location map').
- Existing zoning map showing the existing zoning of the site and surrounding land and proposed zoning change for the site/s (tagged 'comparative existing/proposed zoning')

3. **PHOTOS and other visual material (if applicable)**

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- Aerial photos of land affected by the Planning Proposal
- Photos of land involved and surrounding land uses

4. **COMPLETE PLANNING PROPOSAL** (1 electronic and 2 hard copy)

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- All matters to be addressed in a planning proposal – including Director-General's requirements for the justification of all planning proposals (other than those that solely reclassify public land) in accordance with a 'Guide to preparing a planning proposal' are completed prior to forwarding to the Regional Office in the first instance. See attached pro-forma.

4. **PLANNING PROPOSAL HAS BEEN SUPPORTED BY COUNCIL**

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- Council has considered the written planning proposal before it is sent to the Department of Planning.
- Attached is Council's resolution to send the written planning proposal to the Department of Planning.

Signed for and on behalf of the Relevant Planning Authority

DATE: DD/MM/YY