

POLICY MANUAL

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| Title: | Town Planning Fees Refund Policy |
| Previous No: | |
| File No: | |
| Statutory Environment: | <i>Town Planning (Local Government Planning Fees) Regulations 2000</i> |
| Minute No: | |
| Last Updated: | |
| Review Date: | June 2013 |

Objective:

To provide clear guidelines for the refund of Town Planning Fees.

Policy:

REFUND OF DEVELOPMENT APPLICATION FEES

Where Council has resolved to refuse to grant Planning Approval, any fees that have been paid to Council are not refundable. The applicant is to be made aware that the fee is for the determination of an application, not its approval.

Where a development application has been lodged and is subsequently withdrawn by an applicant and a request for refund of the planning fees made, the following refund guidelines will apply:

- Where Council has determined an application: no refund.
- Where a request for withdrawal is made within one (1) week of the Ordinary Council Meeting where the application will be determined: no refund.
- At any stage prior to one (1) week before the Ordinary Council Meeting where the application will be determined: 50% refund.

OTHER MATTERS

Council will have regard to the *Town Planning (Local Government Planning Fees) Regulations 2000* and subsequent amendments for matters not covered by this Policy.