

	Development Applications – Refund of Fees Policy <i>Policy No. ENVPOL 13</i>	Version No:	2
		Responsible Officer/s:	Team Leader - Development Services
		Classification:	Council
		Issued:	7 October 2015
		Next Review:	February 2024

1. Purpose

To establish guidelines for the refund of Development Fees to applicants in the event that a Development Application is withdrawn after lodgement with Council.

2. Scope

This Policy applies to all Development Applications that are withdrawn by an applicant subsequent to lodgement with Council. The Policy sets out guidelines for refund of fees depending on how far the assessment of an application has progressed up until being withdrawn.

3. Definitions

Definitions are as per the *Planning, Development and Infrastructure Act 2016* and the *Planning, Development and Infrastructure (General) Regulations 2017*.

4. Policy

WITHDRAWAL	REFUND				
	Lodgement	Planning	Building	Land Division	Statement of Requirements
Prior to assessment	NIL	100%	100%	N/A	N/A
Prior to Planning Decision	NIL	50%	100%	N/A	N/A
Prior to Building Decision	NIL	NIL	50%	N/A	N/A
Prior to Land Div. assessment	NIL	N/A	N/A	100%	100%
Prior to Land Div. decision	NIL	N/A	N/A	50%	100%
After approval	NIL	NIL	NIL	NIL	NIL

5. Responsibilities

The Director of Environmental Services and Team Leader – Development Services are responsible for ensuring that the requirements of this Policy are met.

6. References / Other Documents

Planning, Development and Infrastructure Act 2016

Planning, Development and Infrastructure (General) Regulations 2017

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7. Review

This Policy shall be reviewed by the District Council of Grant at a minimum, once within every four (4) year Council term (or on significant change to legislation or other matters which could affect this policy).

Action	Date	Minute Reference
Adopted by Council	7 October 2015	15127.7.1
Amended	7 October 2020	20127.3