

Introduction

‘Consultation’ is the process of providing information, relating to:

1. Development proposals that do not meet the standards of the City of Subiaco Local Planning Scheme No. 5 (LPS5), relevant planning policies or Residential Design Codes (the Codes); and
2. Other planning matters to affected stakeholders and enabling them to provide comments before a final decision is made by the City.

Consultation for certain proposals is a statutory requirement under the *Planning and Development (Local Planning Schemes) Regulations 2015*, the City of Subiaco Local Planning Scheme and/or the Codes.

The City’s Policy

The purpose of public consultation is not to shift responsibility or power away from the City and onto affected residents, but is based on the recognition that the community has a right to be informed and involved in the issues and projects that affect them having specific regard to proposals that do not meet the standards of the Scheme, relevant planning policies or the Codes. Whether required by law or used to improve the outcome of a project, consultation is always beneficial as it:

- Provides an opportunity for people to voice opinions, exercise their rights as citizens and be involved in the planning and development of their community;
- enables the community to gain a sense of ownership of the development processes occurring in the city;
- assists the city and council in making informed and responsive development decisions;
- demonstrates the transparency and accountability of the city’s processes;
- builds a cooperative and responsive relationship between the city, its customers and the community;
- enables the exploration of a range of solutions to development issues; and
- encourages greater civic awareness and public participation in the planning and development process.

Although the City will undertake public consultation relating to development proposals in accordance with standards of the Public Consultation Policy, applicants are encouraged to discuss proposals with adjoining owners and occupiers prior to the submission of a development proposal.

The City conducts town planning consultation on the following:

- Development applications for properties abutting residential lots.
- Development applications for properties abutting non-residential lots where required by the City’s Town Planning Scheme, or where it is deemed appropriate to do so by the Public Consultation Policy.
- Other planning projects and proposals where it is deemed appropriate to do so by the Public Consultation Policy.
- The development of planning policies under the requirements of the City’s Local Planning Scheme.
- Local planning scheme amendments in accordance with the relevant requirements of the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Public consultation includes both the owners and occupiers of those properties that, in the opinion of the City, are likely to be affected by the proposal. Notification may be served by post, published in the Post newspaper, and/or involve notice of the proposed development being displayed on the City’s website.

The consultation period is generally 14 days, but may be extended in the case of special projects or proposals, and during the Christmas/school holiday period. If no response is received within the specified timeframe, the City will assume the adjoining landowners and occupiers have no comments to make on the proposal.

The City will undertake all referral procedures and will not rely on letters/signatures of neighbours that are submitted to the City by the applicant.

All comments or submissions received by the City will be considered when determining any development application/proposal, in the context of the City's legal responsibilities, the interests of the community at large and the reasonable expectations and rights of the applicant. Comments or submissions are not binding on the City when arriving at a planning decision that is in the community's best interests.

Important points to consider when making a submission to the City of Subiaco

1. Submissions must be made in writing via the online submission form on the Have your say Subiaco website, via email to city@subiaco.wa.gov.au, or by mail addressed to the Chief Executive Officer.
2. All submissions must clearly indicate the name and address of the person making the submission as well as the description of the property to which the submission relates.
3. Submissions should relate directly to the variations proposed by the development to the standards of the Scheme, the Codes or any relevant planning policies as generally identified in the referral letter.
4. All submissions are to be received by the City by the relevant closing date.
5. Written submissions are not considered to be confidential and may be referred to the applicant to assist in negotiations relating to the proposal. Personal details such as names, telephone numbers and addresses however will not be given to the applicant. They may also be the subject of Freedom of Information requests and included as attachments to relevant reports.
6. Whilst any comments or submissions received by the City will be taken into account during the assessment and consideration of any development application or other proposal, such comments or submissions are not binding on the City in the determination of the proposal.

A full copy of the City's Local Planning Policy 7.3 Public Consultation for Planning Proposals is available on the City's website www.subiaco.wa.gov.au.

www.subiaco.wa.gov.au/subiacowebiste/media/media/Planning/Local%20Planning%20Policies%20and%20Strategies/7.%20Planning%20Procedures/7-3-Public-Consultation-for-Planning-Proposals.pdf

Version date	11 October 2022
--------------	-----------------