The purpose of this Form is to capture critical information relating to the Applicant and the proposed development. This Form is to be submitted to Mid West Ports Authority (**MWPA**) along with all required documentation.

No development is to occur on any land or waters under the management of MWPA without prior approval from MWPA. All unauthorised work may result in a penalty as per s. 96 of the *Port Authorities Regulations 2001*.

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| Section 1. Applicant Details |
| Company Name: | Company Name | ABN/ACN: | Number |
| Contact Person: | Name | Position: | Position |
| Contact Email: | Contact Email | Phone: | Phone Number |
| Postal Address: | Postal Address |
| Applicant’s Signature: | insert image | Date: | date |
| Head Lease Holder’s Signature (*if Applicant is not leaseholder*) | insert image | Date:  | date |

| Section 2. Proposed Development Details |
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| Brief Description of Development |
| Brief Description of Development |
| Current Lease Number (*if applicable*) | Number | Current lease area (m2) (*if applicable*) | Number m2 |
| Lease Holder Details (*if applicable*) | Details |
| If not an existing lease, provide location details  | Street Address |
| Current Land Uses (*if applicable*) | Details |
| Intended Land Uses (*if different from current use*) | Details |
| Port Location | [ ]  Geraldton | [ ]  Oakajee | [ ]  Other: Details |
| Classification of Location | [ ]  Mine Site | [ ]  MSIC | [ ]  Fishing Boat Harbour | [ ]  Other: Details |
| Estimated Timeframe for Completion | Timeframe | Estimated Construction Cost (AUD) | $ Number |

| Section 3. Required Documentation  |
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| One copy of the following is required with each Application |
|[ ]  Covering letter outlining key points of the proposal, demonstrating the need for the development and, where relevant:* The number of persons proposed to be employed in the development, once completed;
* The proposed hours of operation;
* The amount of traffic to be generated by the development during construction and once operational, and
* Any emissions of noise, odour, electromagnetic radiation, black smoke (burning and combustion), dust, vibration, or waste products as a consequence of the development.
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| [ ]  | Site Plan, drawn to a scale of either 1:100, 1:200 or 1:500, including:* Location of the development site, including street name, lot/lease number, north point, site dimensions and site area (in m2);
* Dimensions and floor area (in m2) of any existing buildings or structures to be retained on the site and any proposed new buildings or structures;
* All setback distances from existing and proposed development to site boundaries;
* Existing and proposed ground levels and Finished Floor Levels (relevant to nominated datum point or AHD);
* Any areas set aside for vehicle access, parking, and onsite circulation, including all existing and proposed crossovers;
* Any existing or proposed landscaping;
* Any existing utilities infrastructure/connection points;
* The means for disposal of stormwater and wastewater (where applicable);
* Any areas set aside for storage of bulk chemicals or dangerous goods or for the storage, handling, and treatment of waste, and
* Any areas of existing buildings that are proposed to be demolished.
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| [ ]  | Internal floor plans for any new building. |
| [ ]  | Elevation drawings including sectional drawings where relevant. |
| [ ]  | Plans depicting any proposed advertising signage, including dimensions, materials, and colours. |
| **NOTE**: Additional Plans and supplementary reports may be required on a case-by-case basis. This should be discussed with MWPA during pre-lodgement discussions (Refer MWPA Development Guidelines). Some examples of additional documentation include but are not limited to: Program of Works/Schedule; Hazard/Risk Identification Report; Preliminary Construction Management Plans; Preliminary Operational Management Plans, and Environmental Management Plan. MWPA has adopted Drafting Guidelines, AUTOCAD Standards and various Technical Guidelines which can be accessed via: <https://www.midwestports.com.au/publications-forms.aspx>,which may be relevant to some projects. |
| Please list any additional documentation (including Document Reference Numbers): |
| Details |

| Section 4. Infrastructure and Services  |
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| MWPA will require an in-depth understanding of the current and proposed infrastructure and services provided to the development site. If this information is not held by MWPA, it may be requested from the Applicant. Information required may consist of, but is not exclusive to, as-constructed drawings, schematic drawings, and utility information, including current and expected usage of all utilities and firefighting capabilities. The following checklist will assist MWPA to determine whether any additional information is required. |
| Are any changes / impacts expected to: |
| Potable Water  |[ ]  Yes |[ ]  No |[ ]  Unsure | Off-Lease Car Parking  |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Electricity  |[ ]  Yes |[ ]  No |[ ]  Unsure | Jetty Access |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Gas  |[ ]  Yes |[ ]  No |[ ]  Unsure | Service Relocations  |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Fire Fighting  |[ ]  Yes |[ ]  No |[ ]  Unsure | Road Realignments |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Sewerage |[ ]  Yes |[ ]  No |[ ]  Unsure | Ship Loading  |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Stormwater  |[ ]  Yes |[ ]  No |[ ]  Unsure | Ship Unloading |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Communications |[ ]  Yes |[ ]  No |[ ]  Unsure | Rail Terminal Modifications  |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Street Lighting  |[ ]  Yes |[ ]  No |[ ]  Unsure | Buildings (Full or Partial Demolition) |[ ]  Yes |[ ]  No |[ ]  Unsure |
| Other | Details |

| Section 5. Additional Approvals Required |
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| Geraldton Port consists of a shipping channel, a 7-berth inner harbour, a fishing boat harbour, a small work boat base and related storage facilities, infrastructure, and industries. Our Environmental Licence regulates activities associated with the loading/unloading and storage of bulk granular material. Other prescribed activities occurring at the port such as boat building and seafood processing are regulated through separate instruments (generally Works Approvals) issued by the Department of Water and Environmental Regulations and held by the occupiers of these premises. Effective risk management for all development within the gazetted Port boundaries shall be undertaken to ensure all users are addressing environmental, safety and health concerns, and all regulatory requirements are met. Consideration for dangerous goods storage, chemical storage, discharge to the environment/sewer/stormwater system, re-use of recycled water will be required, and all associated operational licensing and permits will need to be obtained by the Applicant prior to the development commencing. These shall be provided to MWPA upon request.Some common approvals that may be required are provided below. Please note that this is not an exhaustive list. * Local Government – Building Permit
* Local Government – Occupancy Permit
* Department of Planning, Lands and Heritage – Approval under s. 18 of the *Aboriginal Heritage Act 1972*
* Department of Mines, Industry Regulation and Safety – Dangerous Goods Licence

Please note that all emissions and discharges from the site must comply with environmental regulations including: * *Environmental Protection Regulations 1987 (Works Approval or Licence)*
* *Environmental Protection (Abrasive Blasting) Regulations 1998*
* *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*
* *Environmental Protection (Controlled Waste) Regulations 2004*
* *Environmental Protection (Noise) Regulations 1997*
* *Environmental Protection (Unauthorised Discharges) Regulations 2004*
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| **MWPA Office Use Only** – Port Planner to Complete |
| Objective ID | Objective ID | Development Application No. | Number |
| Type of Development | Details |