



**PLANNING AND URBAN MANAGEMENT AGENCY**  
**Development Consent Application Form**  
**Planning and Urban Management Act 2004**

**Office Use Only**

DCA \_\_\_/\_\_\_/\_\_\_

Date Received

\_\_\_/\_\_\_/\_\_\_

Amount Paid

\$

Send or deliver applications to the Planning and Urban Management Agency, Private Bag, Samoa. For enquiries phone: (685) 23 800 or visit our website at [www.mnre.gov.ws/puma](http://www.mnre.gov.ws/puma).

**1. Applicant details:**

1.1 I, \_\_\_\_\_, hereby apply for development consent.  
*(first name)* *(last name)*

1.2 Personal contacts:

Address:

Mobile:

Telephone:

E-mail:

**2. Planning details:**

2.1 Proposed land use

Please tick  the appropriate box:

Residential

Recreational

Commercial

Infrastructure/structure

Industrial

Agricultural

Religious

Educational

Cultural

If other please specify:

2.2 Proposed activity

Please tick  the appropriate box:

New building

Road/driveways

Extension/alteration/renovation

Reclamation

Retaining wall/fence

Drilling

Earthworks

Revetment

Mining

If other please specify:

**3. Additional details:**

3.1 Describe what is to be carried out on site:

3.2 Proposed start date: \_\_\_\_\_  
*(dd-mm-yy)*

3.3 Estimated completion date: \_\_\_\_\_  
*(dd-mm-yy)*

3.4 Estimated capital value (SAT\$): \_\_\_\_\_

3.5 Contractor or responsible builder:

Name: \_\_\_\_\_

Contact details: \_\_\_\_\_

**4. Land details:**

4.1 I am the:

- Property owner
- Occupier
- Agent (authorized by owner/lessee)
- Lessee (provide details)
- Co-property owner (provide details below)

4.2 Names of owner/occupier: (other than the applicant) of the land to which the application relates:

If you are not the property owner, then you are required to attach a **written declaration** from the owner(s) to which the development application applies with name and address details as required under section 38 of the Planning and Urban Management Act 2004.

4.3 Location of development:

4.3 Land tenure:

- Freehold (complete section 5)
- Customary (complete section 6)
- Government

4.4 Legal description:

Land registry	Volume:	Folio:	Survey plan:
	Parcel No:	Area (m <sup>2</sup> ):	

Please provide further legal description of additional parcels if your proposed development covers more than (1) one parcel.

**5. Freehold land:**

If the land is freehold or individually owned, you must attach a copy of the Deed of Conveyance and have the owner certify that he / she permits your project(s).

I / We \_\_\_\_\_, certify that I / We own the land described in this application and grant the applicant permission to use the land as proposed.

\_\_\_\_\_  
Owner

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

**6. Customary land:**

If a survey area available, please attach a copy. If not, please provide a detailed description of the land to which the application relates:

Name of the land: \_\_\_\_\_

Village: \_\_\_\_\_

District: \_\_\_\_\_

Please attach copy of Land and Titles Court decision as proof that the Sao/Matai has the pulefaamau over the customary land

If the land is customary owned, you must present this application to the (Sa'o) Matai or at least two senior Matai responsible for the land for their consideration and signature.

I / We, \_\_\_\_\_ and \_\_\_\_\_ certify that I / We are matai of the \_\_\_\_\_ family, which is responsible for the land described in this application, and hereby grant permission to the applicant to use the land to which the application relates.

\_\_\_\_\_  
Sa'o / Matai

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Sa'o / Matai

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

### 7. Attachments:

Documents required to be attached to this application

- |  |  |
|--|--|
| <input type="checkbox"/> Two copies of plans and drawings (drawn to scale) showing, where relevant: <ul style="list-style-type: none"><li><input type="radio"/> elevation plans</li><li><input type="radio"/> floor plans</li><li><input type="radio"/> details of any signage</li><li><input type="radio"/> photomontage</li><li><input type="radio"/> vehicle parking</li><li><input type="radio"/> design of earthworks</li></ul> | <input type="checkbox"/> Site plan (drawn to scale) – showing all property boundaries, existing and proposed buildings, vegetation, ground contours, car parking, where relevant |
|  | <input type="checkbox"/> Certified survey plan   |
|  | <input type="checkbox"/> Written consent from property owners  |
|  | <input type="checkbox"/> Lease agreement   |
|  | <input type="checkbox"/> Deed of Conveyance  |

### 8. Applicant declaration:

Information on this form is required to be provided under the Planning and Urban Management Act 2004 and is required to process your application.

I confirm that I have read and understand the requirements of this application and certify that all of the information provided on the application form is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Print full name