



FORM J

Revised March 2019

The following information is to be provided when submitting Rezoning Application for assessment. It is important to note that doing so will assist in the efficient and effective processing of the application. The turnaround time for all application received is twenty (20) working days

Note:

The requirements listed below must be lodged at The Department of Town and Country Planning or the respective Local Authority.

REQUIREMENTS: To be submitted but not limited too;		No of Copies
1	Copy of the Site Plan, concept plans drawn to Scale	2
2	Locality Plan – must include names of roads, landmarks & features	2
3	Contact – Provide postal address, email, phone contact of applicant/ agents	1
4	Submission - Formal letter stating the purpose and intended use.	2
5	Soft copy of Application	1
6	Information to be provided in the submission/ plan a) State Zoning b) Proposed use of the site c) Internal Traffic Management d) Car parking layout on site e) Location of Loading/unloading bay f) Location of exit and entry points g) Show Drainage Provisions (in relation to road) h) Show location of services such as sewer line, water mains, telecom cables, etc when located on the road reserve i) Survey plan of the lot to be rezoned and adjoining lots j) Provide copy of the current zoning plan of the area	For Official Use Only
Official Use Only		
Date of Inspection : _____ FRA File Ref: _____		
Time of inspection : _____		
Officer : _____ Signature : _____		
Comments:		

HERE IS HOW YOU CAN FIND OUT MORE ABOUT FIJI ROADS AUTHORITY AND OUR CURRENT AND FUTURE WORK PROGRAMS.

CONTACT US

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