



FORM M

Introduced March 2019

The following information is to be provided when submitting Development Plans 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.

REQUIREMENTS: To be submitted but not limited to:		No of Copies
1	Copy of the Site Plan, elevation drawings drawn to Scale.	2
2	Locality Plan – The plans provided MUST be readable and clear and must include names of roads, landmarks & features	2
3	Contact – Provide postal address, email, phone contact of applicant/ agents	N/A
4	Copy of Survey Plans to be provided	2
5	Soft copy of Application	1
6	<p>Information to be provided in the plan:</p> <p>a) Zoning: Provide current zoning for site. If the site has been rezoned, then provide approved rezoning plan with conditions of approval.</p> <p>b) Legal Description: Provide legal description for the site. <u>Approved</u> Survey Plan for the site to also be provided.</p> <p>c) Car Parking Layout: Provide car parking layout on site with dimensions. Should comply with DTCP General Provisions.</p> <p>d) Exit and Entry Points: Provide dimensions/locations. Exit/entry points to be located at least twenty-five (25) metres away from the nearest intersection or bus-stop. Sizes of vehicular crossings shall be as follow:</p> <ul style="list-style-type: none"> • Residential three and a half (3.5) metres wide (light vehicles crossing standard) • Commercial/Industrial seven (7) metres wide (heavy vehicles crossing standard) • FRA reserves the right to amend the sizes of the vehicular crossing based swept path analysis. <p>Sizes of the culvert for the vehicular crossing to be determined by the sizes of the drain. Developers to ensure that storm water from the site should not overflow onto the road reserve and vice versa.</p> <p>e) Drainage: Show Drainage Provisions (in relation to road). Site to be drained into a legal drainage easement. Applicant/Developer shall be responsible for any upgrades required to the existing drainage infrastructure</p> <p>f) Internal Traffic Management (Major Development & Commercial sites): Swept path (turning circles) analysis to be provided for all vehicle types. Vehicles should not encroach on to opposing lanes. Provisions should be made for pedestrian facilities, which includes footpath, lighting and crossings. Signage and line marking to be provided.</p> <p>g) Loading/unloading Bay (Commercial sites): Provide dimensions/locations. Sizes of the loading/unloading bay will be dependent on the size of the delivery vehicles that will access the sites.</p>	For Official use only

	<p>h) Surveyors Report (Major Development and Commercial sites):</p> <ul style="list-style-type: none"> • Show location of services such as sewer line, water mains, telecom cables, FEA powerlines / power poles / pillars / cables, fuel lines, tramlines, etc when located on the road reserve. • Show all road assets such as drainage, streetlights, footpath, carriageway, road reserve, etc. • Show adjoining details such as vehicular crossings for any lots affected • Provide contours at one (1) meter, spot height. 	
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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.

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