

APPLICATION FOR SUBDIVISION CERTIFICATE



Made under Section 109C (1)(d) of the
Environmental Planning and Assessment Act 1979

Application No.: _____ Date Received: _____

WAVERLEY
COUNCIL

Use this form to apply for a Subdivision Certificate prior to seeking the registration of the Subdivision Plan with the Land Titles Office.

To minimise any delay in receiving a decision about your application, please ensure you submit all relevant information. Should you require assistance please contact Council's Customer Service Centre on 9083 8000.

You will receive a notice of determination once this application has been assessed.

APPLICANT DETAILS *(It is important that we are able to contact you if more information is needed)*

Mr Ms Mrs Dr *(Mark the appropriate box)*

Family Name (or Company): _____

Given Names (or ACN): _____

Postal Address: _____

_____ Postcode: _____

Phone No. (Daytime): _____ Mobile No.: _____

E-mail: _____

Contact Person (If a Company): _____

PROPERTY DESCRIPTION *(This will help us to correctly identify the subject property)*

Street No.: _____ Street Name: _____

Suburb: _____ Lot & DP/SP No.: _____

Area of Site (m²): _____

OWNERS CONSENT

As the owner/s of the above premises, I/we consent to the lodgement of this application.

Owners Name: _____

Address: _____

Phone No. (Daytime): _____ Mobile No.: _____

Signature/s: _____ Date: _____

DESCRIPTION OF DEVELOPMENT

Development Consent No./Complying Development Certificate No.: _____

Date of Determination: _____

Construction Certificate No.: _____

Date of Determination: _____

Description of Subdivision (land subdivision, strata subdivision, boundary adjustment, number of lots etc):

DECLARATION

- I apply for consent to subdivide the site as described in the application.
- I declare that the information given is true and correct.
- I understand that if the information is incomplete that the application may be delayed, rejected or further information requested.

Signature of Applicant: _____ Date: _____

PRIVACY POLICY:

The information requested in this form is required under the *Roads Act 1993* and will be used in connection with the requirements of the legislation. The information will be available to Councillors, Council Officers and members of the public as required by the Act. Please advise Council if any information you have provided either changes or is incorrect or if you require your address to be withheld for personal or family safety.

CHECKLIST - TO BE INCLUDED WITH APPLICATION

1. Original plan of subdivision prepared by a registered surveyor along with five (5) copies of the plan.
2. Copy of relevant development consent or complying development certificate.
3. Detailed subdivision engineering plans endorsed with a construction certificate (where applicable).
4. For a deferred commencement consent, evidence that the applicant has satisfied the consent authority on all matters which it must be satisfied of before the consent can operate.
5. Evidence that the applicant has complied with all conditions of consent, that it is required to comply with before a subdivision certificate can be issued (where applicable).
6. A certificate of compliance from the relevant water supply authority (where applicable).
7. If a subdivision is the subject of an order of the Land and Environment Court under section 40 of the *Land and Environment Court Act 1979* evidence that the required drainage easements have been acquired by Council.
8. For subdivision involving subdivision works, evidence that:
 - The work has been completed, or
 - Agreement reached with the relevant consent authority regarding payment of the cost of work or as to the time for carrying out the work, or
 - Security given to the consent authority with respect to the completion of the work.