



# Application for Subdivision Clearance

**THE APPLICANT:**

BUSINESS NAME	
CONTACT PERSON	
POSTAL ADDRESS	
CONTACT NUMBER	
FAX	
EMAIL ADDRESS	

**CERTIFICATION BY PROPERTY MANAGER THAT SUBDIVISIONAL WORKS ARE COMPLETED**

On behalf of ....., I certify that the requirements of all of the conditions on the subdivision approval have been completed and that the attached Clearance Checklist and this Clearance Application form are completed.

.....

**SIGNATURE OF PROJECT MANAGER/ OWNER**

**DATE**

CONTACT PERSON	
CONTACT NUMBER	
EMAIL ADDRESS	

**PROJECT PLANNER:**

**PROJECT ENGINEER:**

BUSINESS NAME		BUSINESS NAME	
CONTACT PERSON		CONTACT PERSON	
CONTACT NUMBER		CONTACT NUMBER	
EMAIL ADDRESS		EMAIL ADDRESS	

**APPLICATION DETAILS**

WAPC SUBDIVISION APPROVAL REFERENCE NUMBER		
ESTATE NAME		STAGE NUMBER
DEPOSITED/ STRATA PLAN NUMBER		
NO. OF LOTS ON PROPOSED ON DEPOSITED / STRATA PLAN		
FEE PAYABLE <i>(Refer to the City's Planning and Sustainability Fee Schedule</i>		\$

✓ **LODGEMENT CHECKLIST** *(Please Check and Complete)*

- All questions on clearance application form have been answered.
- Clearance Application Fees and applicable contributions paid.
- Clearance checklist completed and attached with supporting documentation.
- Deposited Plan, Survey Strata Plan or Strata Plan attached.
- WAPC subdivision approval attached.
- Staging Plan attached (if applicable).

<b>1. Has the City's Supervision Fee been paid?</b>	
<b>* SUPERVISION FEES MUST BE PAID PRIOR TO LODGEMENT OF THE SUBDIVISION CLEARANCE APPLICATION.</b>	
<input type="checkbox"/>	Yes. Supervision Fee is \$ _____ Receipt No. _____
<input type="checkbox"/>	No. Not Applicable.

<b>2. Has a Practical Completion Inspection (PCI) been undertaken?</b>	
<b>* BOND APPLICATIONS MUST BE SUBMITTED PRIOR TO THE LODGEMENT OF SUBDIVISION CLEARANCE APPLICATION.</b>	
<input type="checkbox"/>	Yes. PCI Date: _____
<input type="checkbox"/>	No, the City has approved a bond application for the outstanding works. Bond Amount: _____ Bond Payment Date: _____ Bond Receipt No: _____
<input type="checkbox"/>	No. Not Applicable.

<b>3. Is the Deposited/ Strata Plan consistent with the plan on subdivision approved by WAPC?</b>	
<input type="checkbox"/>	Yes.
<input type="checkbox"/>	No. Only minor changes have been made and a letter of explanation is attached. <i>(If there is a significant variation to the approved plan the Application for Subdivision Clearance should not be lodged. You will be required to gain WAPC Approval)</i>

<b>4. Have ALL of the applicable conditions in the WAPC's approval letter requiring Local Government (LG) clearance been complied with, and is the evidence of compliance with conditions attached?</b>	
<input type="checkbox"/>	Yes. Clearance checklist has been completed by the Project Planner and is attached.
<input type="checkbox"/>	Yes, except for where Bond Receipt No: _____ applies.
Condition No(s) are not applicable to this stage: _____ <i>(Staging Plan Attached)</i>	