



"Comfortable Country Living"

# SUBDIVISION CERTIFICATE APPLICATION

(Section 109Q, *Environmental Planning & Assessment Act 1979*)

Bogan Shire Council  
P.O. Box 221  
Nyngan, NSW 2825  
Ph: (02) 6835 9000  
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**Office Use Only**

SC No.: \_\_\_\_\_

Date Received: \_\_\_\_\_

Related Files: \_\_\_\_\_

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIP Act). The supply of the information by you is not voluntary but is required by the Environmental Planning & Assessment Act, and in accordance with such Act and the Local Government Act, is required to be contained in a Public Register to which the public has right of access. This personal information may be supplied under certain circumstances to other public sector agencies e.g. Australian Bureau of Statistics, Australian Taxation Office, in accordance with the PPIP Act. Enquiries may be directed to Council's Public Officer concerning the PPIP Act or Council's Privacy Management Plan or your right of access to your personal information held by Council or its amendment.

## Part 1 Site and Applicant Details

**1. Location of the proposed development**

Unit No \_\_\_\_\_ House No. \_\_\_\_\_ Property/Building Name \_\_\_\_\_

Street \_\_\_\_\_

Town/Village/Locality \_\_\_\_\_

**2. Land title description**

We need this to correctly identify the land

Lot(s) \_\_\_\_\_ Section \_\_\_\_\_

Deposited Plan(s) \_\_\_\_\_

Other \_\_\_\_\_ Strata Plan \_\_\_\_\_

**3. Your (the Applicant's) name**

If you represent a company, please apply in the company's name. State your position under the "Title – Other".

Title  Mr  Mrs  Ms  Miss

Dr  Other: \_\_\_\_\_

Surname \_\_\_\_\_

Given names \_\_\_\_\_

Company \_\_\_\_\_

Contact person \_\_\_\_\_

**4. Your postal address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**5. Your contact details**

Phone (BH) \_\_\_\_\_ Mobile \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

<b>Part 2</b>	<b>Development Details</b>
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**6. Development Description**       Torrens Subdivision       Strata Subdivision  
Type of subdivision       Community Title Subdivision       Consolidation

No. of existing lots: \_\_\_\_\_  
 No. of proposed lots: \_\_\_\_\_

**7. Development Consent**       DA       CDC       Exempt – if so, state EPI & relevant clause: \_\_\_\_\_  
State the type of consent (DA or CDC or exempt) and associated approval number and date of determination.

Approval No.: \_\_\_\_\_  
 Date of determination: \_\_\_\_\_

**8. Construction Certificate**      Is there a Construction Certificate associated with this development?       No       Yes  
A Construction Certificate is required for any subdivision works associated with the subdivision.      If yes, complete below

CC No.: \_\_\_\_\_  
 Date of determination: \_\_\_\_\_

<b>Part 3</b>	<b>Signatures</b>
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**9. Are you the owner of the land?**       Yes       No – If no, please ensure Q. 11 is completed.

**10. Applicant's declaration**      I/we apply for a subdivision certificate in respect of the development described in this application. I also understand that:  
Before signing, make sure you have addressed and completed all applicable questions on this form.

- This application authorises Council officers to enter upon the subject land for the purpose of assessing and determining the application, and to perform associated and subsequent inspections.
- Personal information, provided with this application may be accessed by the Public via the EP&A Act provisions that permit inspection of the application's subsequent determination and its endorsed plans.

**Applicant's Signature** \_\_\_\_\_  
**Applicant's Name** \_\_\_\_\_  
**Capacity, if not Applicant** \_\_\_\_\_

**11. Consent of all Land Owners to lodge this application**      As owner of the above property, I/we consent to this application and grant permission for Council officers to enter upon such property for the purposes of determining this application and the performing of any associated inspections.  
The owner(s) authorisation to lodge this application must be obtained if you are not the owner. This is a mandatory requirement of the Act.  
 Note: If the land is owned by a company, a company seal must be provided with at least one executive signature.

**Owner(s) Name:** \_\_\_\_\_  
(print)

**Owner(s) Signature(s):** \_\_\_\_\_  
 \_\_\_\_\_

**Date:** \_\_\_\_\_

12. The Application must be accompanied by the following documents: (Clause 157 EP&A Reg.)	Yes	N/A	Office Use Only
• <b>Original plan of subdivision</b> , prepared by a Registered Surveyor and 5 copies of the original plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The plan of subdivision to which the application relates must be accompanied by a certificate on the plan in the relevant form required by the regulations in force under the <i>Surveying and Spatial Information Act 2002</i> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Relevant <b>Development Consent</b> or <b>Complying Development Certificate</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Relevant <b>Construction Certificate</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Detailed <b>subdivision engineering plans</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• For a deferred commencement consent, <b>evidence</b> that the applicant has satisfied the consent authority on all matters of which the consent authority must be satisfied before the consent can operate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• <b>Evidence</b> that the applicant has complied with all conditions of consent that it is required to comply with before a subdivision certificate can be issued.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• <b>Certificate of Compliance</b> from the relevant water supply authority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If a subdivision is the subject of an order of the Land and Environment Court under section 40 of the <i>Land and Environment Court Act 1979</i> , <b>evidence that required drainage easements</b> have been acquired by the relevant council,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• For subdivision involving <b>subdivision work</b> , evidence that:			
- The work has been completed, or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Agreement has been reached with the relevant consent authority as to payment of the cost of the work and as to the time for carrying out the work, or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Agreement has been reached with the relevant consent authority as to security to be given to the consent authority with respect to the completion of the work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>