



Development & Environmental Services
 19 Alexander Street
 BOTHWELL TAS 7030

Phone (03) 6259 5503
 Fax (03) 6259 5722

www.centralhighlands.tas.gov.au

For office use only:

Date Received:	
DA Number:	
PID:	

Application for Planning Approval – Subdivision & Strata Division

Use this form to apply for subdivision approval in accordance with section 81 of the Local Government (Building & Miscellaneous Provisions) Act 1993 and section 57 and 58 of the Land Use Planning and Approvals Act 1993 (the Act).

Tick if there has been a pre-application meeting with a Council officer:

Yes: No:

Officer's name

Date:

Applicant, Owner & Contact Details:

Provide details of the Applicant and Owner of the land. (Please print)

Applicant:
 Address:
 Email:

Phone No:
 Fax: No:
 Mobile: No:

Owner:
 Address:

Phone No:
 Fax: No:

Land Details:

Provide details of the land, including street address, title details and the existing use.

Address:

Volume:
 Folio:

Existing Use

Please use definitions in planning scheme

Proposed Development Details:

Provide details of the proposed subdivision development.

Development:

Tick if proposed developed is to be staged:

Yes No

Tick Is the proposed development located on land previously used as a tip site?

Yes No

Provide an estimate of the completed value of the proposed development works, including the value of all site works and any labour contributions by the Applicant or the Owner.

Est. value: \$ Write 'Nil' if no works are proposed, e.g. boundary adjustment

Declaration:

I/we hereby apply for planning approval to carry out the subdivision development described in this application and the accompanying documents and declare that: -

- The information in this application is true and correct.
- In relation to this application, I/we agree to allow Council employees or consultants to enter the site in order to assess the application.
- I/we authorise Council to provide a copy of any documents relating to this application to any person for the purpose of assessment or public consultation and agree to arrange for the permission of the copyright owner of any part of this application to be obtained.

Council will only use the information provided to consider and determine the application for planning approval. Information provided may be made available for public inspection in accordance with section 57 of the Act.

- I/We declare that the Owner has been notified of the intention to make this application in accordance with section 52(1) of the Land Use Planning and Approvals Act 1993.

Applies where the applicant is not the Owner and the land is not Crown land or owned by a council, and is not land administered by the Crown or a council.

Signature:

The Applicant must sign and date this form.
 Date:

Refer to application checklist over page for additional information requirements

Checklist

To ensure that we can process your application as quickly as possible, please read the following checklist carefully and ensure that you have provided the following at the time of lodging the application. If you are unclear on any aspect of your application, please contact Central Highlands Council by phone on (03) 6259 5503 to discuss or arrange an appointment concerning your proposal. Note that Council may require additional information in accordance with section 54 of the Land Use Planning and Approvals Act 1993.

1. A completed Application for Approval of Use/Development form.
Please ensure that the information provides an accurate description of the proposal, has the correct address and contact details and is signed and dated by the applicant.
2. A current copy of the Certificate of Title for all lots involved in the proposal.
The title details must include, where available, a copy of the search page, title plan, sealed plan or diagram and any schedule of easements (if any), or other restrictions, including covenants, Council notification or conditions of transfer.
3. Two (2) copies of the following information -
 - a) An analysis of the site and surrounding area setting out accurate descriptions of the following -
 - (i) topography and major site features including an indication of the type and extent of native vegetation present, natural drainage lines, water courses and wetlands, trees greater than 5 metres in height in areas of skyline or landscape importance and identification of any natural hazards including flood prone areas, high fire risk areas and land subject to instability;
 - (ii) soil conditions (depth, description of type, land capability etc);
 - (iii) the location and capacity of any existing services or easements on the site or connected to the site;
 - (iv) existing pedestrian and vehicle access to the site;
 - (v) any existing buildings on the site;
 - (vi) adjoining properties and their uses; and
 - (vii) soil and water management plans.
 - b) A site plan for the proposed use or development drawn, unless otherwise approved, at a scale of not less than 1:200 or 1:1000 for sites in excess of 1 hectare, showing -
 - (i) a north point;
 - (ii) the boundaries and dimensions of the site;
 - (iii) Australian Height Datum (AHD) levels and contours;
 - (iv) natural drainage lines, watercourses and wetlands;
 - (v) soil depth and type;
 - (vi) the location and capacity of any existing services or easements on the site or connected to the site, including the provisions to be made for supplying water and draining the lots;
 - (vii) the location of any existing buildings on the site, indicating those to be retained or demolished, and their relationship to buildings on adjacent sites, streets and access ways;
 - (viii) the use of adjoining properties;
 - (ix) the proposed subdivision lots boundaries and the building envelopes for buildings, including distinguishing numbers, boundary dimensions and areas;
 - (x) the streets, roads, footpaths and other ways public and private, existing and to be opened or constructed on the land, including the widths of any such roads, footpaths and other ways;
 - (xi) the general location of all trees over three (3) metres in height;
 - (xii) the position of any easement over or adjoining the land;
 - (xiii) the location of any buildings on the site or lots adjoining it;
 - (xiv) any proposed public open space, or communal space or facilities;
 - (xv) proposed landscaping, indicating vegetation to be removed or retained and species and mature heights of plantings; and
 - (xvi) methods of minimizing erosion and run-off during and after construction and preventing contamination of storm water discharged from the site.
4. A written submission supporting the application that demonstrates compliance with the relevant parts of the Act, State Policies and the Central Highlands Planning Scheme 1998, including a Traffic Impact Statement where the development is likely to create more than 100 vehicle movements per day.
5. Application fees.
As per attached Fee Schedule. Please contact Central Highland Council's Development and Environmental Services Department by phone on (03) 6259 5503 if you require assistance in calculating the fees.

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Assessment Fee	\$
Advertising	\$
Waste Water Assess	\$
Other	\$
TOTAL:	\$

Date paid

Receipt No.:

SUBDIVISION APPLICATION FEES

SUBDIVISION

Application for Subdivision or Boundary Adjustment	\$55.00 per Lot Minimum Fee \$400.00
Statutory Advertising	\$310.00
Application for Adhesion Order	\$210.00
Engineering Drawing Assessment Fee	\$250.00 Minimum & 1% of Value of Works
Engineering Inspections	\$125 / hour

SEALING FINAL PLANS

Sealing Final Plans & Stratum	\$40.00 per Lot Minimum Fee \$160.00
Amendments to Sealed Plans	\$210.00 Plus \$500 if a hearing is required)

AMENDMENTS TO PERMITS

Development and Subdivision	50% of Original Planning Fee
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EXTENSION OF TIME TO PERMITS

Development and Subdivision	\$85.00
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