**APPLICATION FORM**

**SUBDIVISION CLEARANCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **CLIENT COMPLETE:** |  | **OFFICE USE ONLY:** | |
| WAPC REF NO |  | DATE RECEIVED |  |
| STAGE NO |  | FEE PAID – AMOUNT |  |
| APPROVAL DATE |  | RECEIPT NO |  |
| LOT/NO ADDRESS |  | TARDIS CASE |  |
| DEPOSITED/STRATA PLAN NUMBER |  | PLANNING OFFICER ASSIGNED |  |
| NO OF LOTS |  | WAPC LETTER |  |
| BUSINESS NAME |  | DEPOSITED PLANS |  |
| CONTACT NAME |  | SUPPORTING DOCS |  |
| POSTAL ADDRESS |  |  |  |
| PHONE |  |  |  |
| EMAIL |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CONDITIONS TO BE CLEARED** | | | | |
| **CLIENT COMPLETE:** | | **OFFICE USE ONLY:** | | |
| **CONDITION** | **COMMENT/EVIDENCE OF COMPLIANCE** | **DEPT** | **OFFICER COMMENT** | **INT.** |
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| **OTHER INFORMATION PROVIDED** |  |  |
| Is the Deposited /Strata Plan consistent with the plan of subdivision approved by WAPC? | YES | NO  (Only minor changes made & a letter of explanation is attached) |
| Have all the conditions in the WAPC’s approval letter requiring Local Government clearance been complied with and is evidence of compliance attached? | YES | NO |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **DETAILS OF FEES/ CONTRI** | **BUTIONS INCLUDED AND/OR PREVIOUSLY PAID (IF APPLICABLE)** | |  |
| **CONDITION NO** | **DATE** | **NAME** | **RECEIPT NO** | **VALUE** |
|  |  | Clearance Fee |  | **$** |
|  |  | Road Upgrade |  | **$** |
|  |  | Community Facilities |  | **$** |
|  |  | Footpath and Dual Use Path |  | **$** |
|  |  | Local Drainage |  | **$** |
|  |  | Public Open Space |  | **$** |
|  |  | Other (Please Specify) |  | **$** |
|  |  | **TOTAL AMOUNT PAID** | | **$** |

**CERTIFICATION BY APPLICANT - MANDATORY**

**I certify that the requirements of all the conditions on the subdivision approval have been completed, that the clearance application form is complete, and that the following is attached:**

A written request for the clearance of relevant subdivision conditions (including written confirmation of how each condition has been met if insufficient space on Subdivision Clearance Application Form);

Two copies of appropriate survey plans signed by a licensed surveyor illustrating the new subdivisional boundaries and any required notifications/encumbrances to be placed on the new Certificates of Title;

Copy of the WAPC Subdivision Approval;

Staging Plan (if applicable);

|  |  |  |
| --- | --- | --- |
| **OFFI** | **CE USE ONLY** |  |
| **We, the undersigned have approved the above conditions to be cleared.** | **Signature** | **Date** |
| Acting Manager Development Services – Michelle Dennis |  |  |
| Director Sustainable Development – Susan Oosthuizen |  |  |
| Director Infrastructure – Theo Naudé |  |  |

Payment of Subdivision Clearance Application fee (in full) in accordance with the Shire’s Schedule of Planning Fees; and

Any relevant information required to assist the Local Government in clearing the relevant conditions (technical reports, declarations, photographic evidence, etc.)

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(Signature of Applicant)