

Subdivision Certificate and Positive Covenant Application

Issued under the Environmental Planning & Assessment Act 1979 Section 6.3(1)(d) & Strata Schemes (Freehold Development) Act 1973

About this Form: This form shall be used to apply for a Subdivision/Strata Certificate, or for request to sign off a Positive Covenant.

Subdivision/Strata Certificate No. _____

Applicant Details (Private or Company)

Ms/Mr/Mrs/Other (please state)	Family Name	Given Name	
Company Name (if applicable)			
ABN/ACN (if applicable)			
No.	Street	Suburb	Postcode
Mailing Address (if different from above)			
Tel 1 (Home/Work/Mobile)		Tel 2 (Home/Work/Mobile)	
Email		Fax (Home/Work)	

Property Details

Lot No/s	Section	DP/SP Number
Unit No.	Street No.	Street
Suburb		Postcode

Development Consent Details (Description of Development Approved)

Development Consent Number for Subdivision (If not part building approval)		Date of Determination
Development Consent Number if DA approval For building and subdivision		Date of Determination
Construction Certificate Number		Date of Determination

Applicant Signature	Date
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Owners' Consent (not applicable for positive covenant)

All owners of the land to be developed must sign this application. Signature on behalf of an owner is permitted only where satisfactory evidence indicating the nature of legal authority is included with the application. In the case of corporate entities, the application must be signed by a registered director or authorised representative of the controlling owner association and respective position/capacity noted.

I/we consent to making of this application

Full Name	Full Name	Full Name
Address	Address	Address
Signature	Signature	Signature
Date	Date	Date

Privacy Statement

The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website

Eastgardens Customer Service Centre

152 Bunnerong Road
 Eastgardens NSW 2036, Australia
 ABN 80 690 785 443 Branch 004
 DX 4108 Maroubra Junction

Rockdale Customer Service Centre

444-446 Princes Highway
 Rockdale NSW 2216, Australia
 ABN 80 690 785 443 Branch 003
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T 1300 581 299

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 Rockdale NSW 2216**



Telephone Interpreter Services - 131 450

Τηλεφωνικές Υπηρεσίες Διερμηνέων

بخدمة الترجمة الهاتفية

電話傳譯服務處

Служба за преведување по телефон

Subdivision/Strata Certificates Checklist	Yes	N/A	Office Use
Has the form been signed by all owners of the land?	<input type="checkbox"/>		<input type="checkbox"/>
Have Conditions of Consent for the related Development Application/s been satisfied? This includes submission of all required documentation listed under “Prior to Issue of Subdivision/Strata Certificate”	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Have 3 copies of the Subdivision/Strata Plans prepared by a qualified surveyor been submitted showing:	<input type="checkbox"/>		<input type="checkbox"/>
▪ Proposed Line of subdivision, consolidation or boundary adjustment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Numbering of each lot (700 & 701 if dual occupancy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Total Site area for each proposed Lot	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Street numbers of the properties (in accordance with the condition of development consent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the Original and 2 Copies of the Administration Sheet prepared by a qualified surveyor been submitted	<input type="checkbox"/>		<input type="checkbox"/>
Has the Original and 2 Copies of the 88B instrument been submitted?	<input type="checkbox"/>		<input type="checkbox"/>
Has the following been submitted with this application?			
▪ Utility Services Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Original of Section 73 Compliance Certificate referring to subdivision – (SydWater Act 1994	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Works-As-Executed Plan for Stormwater Drainage System			
▪ Engineer’s Compliance Certificate for Stormwater Drainage System			
▪ Final Occupation Certificate			
▪ Landscape Certification (if Council not appointed as PCA			
▪ Any other requirement of a condition of consent			
For subdivision involving subdivision works evidence is to be submitted that:			
▪ the work has been completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ agreement has been 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 has been given to the consent authority with respect to the completion of the work			

Positive Covenant Checklist	Yes	N/A	Office Use
If Positive Covenant relates to maintenance of stormwater system the following is required:	<input type="checkbox"/>		<input type="checkbox"/>
▪ Works-As-Executed Plan for Stormwater Drainage	<input type="checkbox"/>		<input type="checkbox"/>
▪ Engineer’s Compliance Certificate for Stormwater Drainage System	<input type="checkbox"/>		<input type="checkbox"/>
▪ Original and 2 copies of the Positive Covenant have been submitted with wording as indicated in the Rockdale Technical Specification – Stormwater Management (Instruments E1 to E4 pages 83 to 86)	<input type="checkbox"/>		<input type="checkbox"/>
For any other Positive Covenants provide details and condition of consent to be satisfied	<input type="checkbox"/>		<input type="checkbox"/>

Fees & Payment Methods

Application fees are based on a scale and will be calculated by the Customer Service Officers at lodgement. Information on these fees is available on Council's website or from our Customer Service Centre.

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Office Use Only	
•	Send form with one copy of plan, 88B/88E instrument and other documentation to Document Management
•	Roll two copies of plan/ two copies positive covenant and documents and walk around to assessment officer and record details on spreadsheet
•	Receipt number
•	Total Fees Paid
Description	
Checked by	Date ____ / ____ / ____