



Subdivision Certificate Checklist

Application Requirements	YES	NO	Comments If no, please provide details in this column incl. N/A.	Officer Initial
Completed Application Form	<input type="checkbox"/>	<input type="checkbox"/>		
If the Applicant is not the Owner of the land, a statement signed by all Owner(s) providing Consent to the Application	<input type="checkbox"/>	<input type="checkbox"/>		
List of documents accompanying the application				
Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>		
Administration sheets	<input type="checkbox"/>	<input type="checkbox"/>		
Section 88B Instrument	<input type="checkbox"/>	<input type="checkbox"/>		
Written Evidence that ALL conditions of the consent and appropriate documents are satisfied	<input type="checkbox"/>	<input type="checkbox"/>		
Certificate of Compliance - Section 73 Certificate from Sydney Water for the subdivision of land	<input type="checkbox"/>	<input type="checkbox"/>		
Endeavour Energy NOA	<input type="checkbox"/>	<input type="checkbox"/>		
Telecommunication NOA	<input type="checkbox"/>	<input type="checkbox"/>		
Subdivision Certificate fees quoted	<input type="checkbox"/>	<input type="checkbox"/>		
Confirmation of Section 94 payments/ VPA/WIKA satisfied	<input type="checkbox"/>	<input type="checkbox"/>		
VPA Compliance (Template) Checklist	<input type="checkbox"/>	<input type="checkbox"/>		
Asset Data Sheet	<input type="checkbox"/>	<input type="checkbox"/>		
Works As Executed Plans (WAE) in electronic format as advised by Council	<input type="checkbox"/>	<input type="checkbox"/>		
Evidence of SIC levy payment or clearance	<input type="checkbox"/>	<input type="checkbox"/>		
Lodgement of Bonds	<input type="checkbox"/>	<input type="checkbox"/>		



Voluntary Planning Agreement Compliance Checklist

General Information

Developer / Contact	<input type="text"/>
VPA Name	<input type="text"/>
VPA Execution Date (or date of last Deed of Variation)	<input type="text"/>
Relevant VPA Stage OR Precinct No.	<input type="text"/>
Relevant DA No.	<input type="text"/>

VPA Indicators (Please attach any relevant supporting material e.g. staging plan, maps or diagrams)

No. of anticipated Final Lots under the VPA	Lots:	
No. of DA approved Final Lots under the VPA to date	Lots:	
No. of Final Lots released under the VPA to date (Subdivision Certificate issued)	Lots:	
No. of DA approved Final Lots within the relevant VPA Stage	Lots:	
No. of Final Lots proposed under this DA	Lots:	
No. of Final Lots released within relevant VPA Stage (Subdivision Certificate issued)	Lots:	
No. of Final Lots being released by this Subdivision Certificate	Lots:	
FLA / NDA within relevant VPA Stage released into Final Lots	%	Total FLA/ NDA Ha Ha:

Status of relevant VPA Stage Works & Land Dedications

VPA Item No.	VPA Trigger for Delivery of Works	Works Certified by Council Completion Date	Maintenance Period Expiration Date	Land Dedication Date

Relevant VPA Stage Works & Land Dedications outstanding – Prompting Deferral *

VPA Item No.	VPA Trigger for delivery of Works	Revised Works Completion Date	Revised Maintenance Period Expiration Date	Revised Land Dedication Date

Security provided enabling Subdivision Certificate release for Deferred Works

VPA Item No.	Security Type and Date Provided to Council	Security Amount \$
		\$
Monetary contributions for relevant VPA Stage received by Council	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: \$
Council Use Only: Removal of VPA from title	<input type="checkbox"/> Yes <input type="checkbox"/> No	

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