

PART 6 SUBDIVISION COMPLYING DEVELOPMENT CERTIFICATE LODGEMENT CHECKLIST

This checklist is to be completed and submitted with your COMPLYING DEVELOPMENT CERTIFICATE (CDC) application for the following types of development:

Torrens subdivision

Strata subdivision

For detailed information on plan/document requirements please consult the COMPLYING DEVELOPMENT CERTIFICATE APPLICATION – SUPPLEMENTARY INFORMATION and Council’s ELECTRONIC APPLICATION REQUIREMENT documents.

DISCLAIMER – This COMPLYING DEVELOPMENT CERTIFICATE CHECKLIST identifies the main requirements for lodging a CDC Application for the above type of development. Any person using the checklist must do so on the basis that not every scenario and issue can be addressed, and discussion with the relevant Council staff may be required. These documents are subject to change without notice.

Property Address: _____

DIVISION 1 Strata Subdivision

Q1: Has a DA or CDC been issued within 5 years? YES NO

Q2: Has a CDC been issued for development under Part 3B of the Complying Development Code? YES NO

Q3: Is the Strata Subdivision for:

a) A secondary dwelling?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
b) A boarding house?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
c) A group home?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
d) A dual occupancy NOT approved under the Code	YES <input type="checkbox"/>	NO <input type="checkbox"/>

DIVISION 2 Torrens Subdivision

Q1: If a dual occupancy, does ANY part of the dwelling sit above a separate use? YES N/A

Q6: Has a CDC been issued for development under Part 3B of the Complying Development Code? YES N/A

DECLARATION

I (applicant to print name) _____ declare that:

- I have read the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 and confirm that this application complies to the requirements of this Code.
- The electronic copy of all plans, supporting documentation and additional documentation has been prepared and submitted according to Council’s *Electronic Application Requirements Guideline*.
- I understand the need to register an account at the *Department of Planning, Industry & Environment (DPIE)*’s [ePlanning Portal](#) to allow all parties’ correspondences to be interacted via this portal
- I confirm my consent to receiving my Notice of Determination document and electronically stamped plans in an electronic format via the *DPIE*’s [ePlanning Portal](#).
- I understand that information provided, any subsequent information submitted and correspondence from Council may be made available on Council’s website for viewing by the general public.
- I understand that if incorrect or incomplete this application may be delayed or rejected.

Signed (applicant/owner): _____ Date: _____