

Checklist 12

Two lot subdivision in a rural zone

Pre-application discussion: Was there a pre-application meeting? Who with and when?

Planning Officer: _____ Date: _____

Information Requirements

For all planning permit applications the following MUST be provided:

- A completed application form
- Signed declaration on the application form
- The application fee

Accompanying information

Note: The council may reduce the information that you need to provide but cannot ask for more information than listed. Please check the information requirements with council. The following information must be provided as appropriate.

- Copy of title and any registered restrictive covenant.
The title information must include a 'register search statement' and the title diagram, and any associated 'instruments'. Check if council requires title information to have been searched within a specified time frame.
- 3 copies of a layout plan drawn to scale and fully dimensioned showing:
 - The location, shape and size of the site.
 - The location of any existing buildings, car parking areas and private open space.
 - The location, shape and size of the proposed lots to be created.
 - The location of any easements on the subject land.
 - The location of any significant vegetation, waterways and wetlands.
 - The location of the approved stormwater discharge point and effluent disposal areas.
 - Any abutting roads.
 - Existing and proposed vehicle access to the lots.

Note: If a proposal falls into more than one VicSmart class of application, the information requirements of each class apply and the corresponding checklists should be completed.