

Application for | Sealing of Final Plan of Survey

Under section 88 of the '[Local Government \(Building and Miscellaneous Provisions\) Act 1993](#)'

Subdivision Application No (DAS):

Subject Site/s:

Address of the property that the above Subdivision Application applies to. If there is more than one subject site, details of both must be included.

Property 1

Address:

Suburb/Town:

Postcode:

Certificate of Title No:

Property 2

Address:

Suburb/Town:

Postcode:

Certificate of Title No:

Owner/s:

As per the current Certificate/s of Title.

1

2

Applicant:

Name:

Email*:

Address:

Suburb/Town:

Postcode:

Phone:

Please Tick ✓

***CONSENT TO EMAIL ONLY**

In accordance with the Electronic Transactions Act 2000, I consent to information relating to this application being given by electronic communication ONLY to the nominated email address above.

*NOTE: If consent is not provided, all correspondence will be sent via email (where provided) **and** post by default.*

DECLARATION:

- I give permission for Council Officers to enter the land to assess this application.
- I declare that the information provided in this application is true and correct.
- All conditions and requirements of the associated Planning Permit have been satisfied.

Applicant's Signature:

Date:

Please see the following 'Requirements for Submitting this Application'

Kingborough Council

Requirements for Submitting this Application | Sealing of Final Plan of Survey

Please read the following checklist and ensure that you have provided all necessary information. Further information about your application may be requested following initial assessment.

✓ DOCUMENT *Description of Requirement/s*

Application Form Must be completed with correct address and contact details, and be signed and dated by the Applicant.

As per section 88 of the [‘Local Government \(Building and Miscellaneous Provisions\) Act 1993’](#), please provide:

Final Plan of Survey Including survey notes.

Schedule of Easements Must be an original document and signed by the Landowner/s.

Evidence of Completion
As per section 88(1)(ca) Of any relevant works that are required to be carried out in relation to the subdivision, as outlined in the approved Planning Permit.

Evidence of Compliance
As per section 88(1)(cb) With all conditions that must be actioned in relation to the subdivision before the Final Plan may be sealed, as outlined in the approved Planning Permit.

Other Documents
If applicable. Other documents may be required as per the following:

- Transfer Document
- Valuation Report *for Public Open Space contribution*

If you are unclear on any aspect of your application, please contact our Planning Department for advice or to arrange an appointment.

Privacy Statement

The completion of this form may require the disclosure of personal information. The intended recipients of this information are officers of the Kingborough Council to advance the purposes of this form and to carry out Council business. The *Personal Information Protection Act 2004* and Council’s Privacy Policy regulate the use of this information, which will not be disclosed to any other party, except with your permission or if required or authorised by law. You may make application to access or amend personal information held by Council by contacting Customer Service. Should you not provide the information sought, Council will not be able to process this form.