

APPLICATION FOR SUBDIVISION CERTIFICATE CHECKLIST

Section 6.4(d) of the Environmental Planning and Assessment Act, 1979



Lifestyle and opportunity @ your doorstep

About this Checklist

Use this Checklist when applying for a Subdivision Certificate through the NSW Planning Portal. Prior to the issue of the Subdivision Certificate you must have obtained a development consent, complied with all the conditions of the consent, including the completion of any works.

Lodgement and Fees

Fees are applicable in accordance with the City of Ryde Management Plan and are calculated on the number of lots created. All fees must be paid prior to the acceptance of your application.

All Development Applications and Application for subdivision certificates are to be lodged via the NSW Planning Portal. Please visit www.planningportal.nsw.gov.au

Council Contact Details

Customer Service Centre 1 Pope Street, Ryde NSW
Post Locked Bag 2069, North Ryde NSW 1670
Email cityofryde@ryde.nsw.gov.au
Phone (02) 9952 8222
TTY (02) 9952 8470
Fax (02) 9952 8070

Required	Supplied
DOCUMENTS: Documents are to be named in accordance with Councils naming convention as detailed on page 12 of the DA information Pack	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
APPLICATION CHECKLIST: Completed checklist	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
SUBDIVISION PLAN (TORRENS OR STRATA): Plan of subdivision prepared by a qualified surveyor (True or Digitally Create PDF)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
ADMINISTRATION SHEET OF THE DEPOSITED PLAN: Administration Sheet of the Deposited Plan prepared by a qualified survey (True or Digitally Created PDF)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
OCCUPATION CERTIFICATE: Final occupation certificate issued by Council or private PCA. This includes any supporting documentation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
CONDITIONS OF DEVELOPMENT CONSENT: Ensure all conditions have been satisfied	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
SECTION 73 CERTIFICATE: Certificate from Sydney Water that their requirements have been met. (For Exempt Boundary Adjustment a Section 73 Certificate or written approval from Sydney Water is required)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
ELECTRICITY AUTHORITY CERTIFICATE (AUSGRID): Notice of arrangements and compliance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
POSITIVE COVENENT AND RESTRICTION ON THE USE OF LAND: Evidence of registration with the LPI (for existing) or a copy of Section 88B Instrument (Please refer to Council's "Title Encumbrances & Land Dealings" webpage for further information) (True or Digitally Created PDF)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
TELECOMMUNICATIONS FACILITIES & NBN/FIBRE READY INFRASTRUCTURE: Evidence showing installation of nbn/fibre ready infrastructure and telecommunications facilities to all individual lots and/or premises in a real estate development	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
WORKS AS EXECUTED PLANS & ENGINEERING CERTIFICATION: as required by consent condition Please ensure annotations are in colour and high resolution	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A