

# Subdivision Applications

The **Western Australia Planning Commission (WAPC)** is the Government body responsible for determining all subdivision applications under the provisions of the **Town Planning & Development Act 1928**. Significantly, the Shire of Manjimup is not the agency ultimately responsible for determining subdivision applications, although the Shire provides its advice to the WAPC.

An application for subdivision must be made by the owner(s) of the land on a Form 1A – Application for Approval of a Plan of Subdivision/Amalgamation (available from the Shire offices) together with eight copies of an appropriate subdivision plan and the relevant fee. The application for subdivision form is to be lodged with the WAPC.

Subdivision Plans are to consist of:

- (a) the dimension and area of each lot that it is proposed to subdivide;
- (b) the dimension and area of each lot that it is proposed to establish;
- (c) the position, use, condition and materials used in the construction of any building on the subject land and its location, including measurements, the the existing and proposed boundaries of that land;
- (d) contours at a vertical level not greater than two metres;
- (e) flood levels, land liable to inundation, swamps, streams and any land not naturally drained or having a natural outlets on the surface of the land;
- (f) the location, names and widths of adjoining streets, and roads and the size and shape of adjoining lots or portion of land.

Before applying for subdivision it is best to contact the Shire's Planning section to discuss if your land is suitable for subdivision in relation to the town planning scheme and policies. Subdivision may be restricted by the zoning of the land, the availability of services, such as sewer and reticulated water, or other considerations.

After the WAPC receives the application, subdivision proposals are referred for comment to the Shire of Manjimup and to relevant public bodies or Government agencies, such as Water Corporation, Western Power and the Department of Environment. Referral bodies are required to respond to the WAPC within 42 days.

The Shire will assess subdivision applications with regards to its Town Planning Scheme(s), the Local Planning Strategy and relevant Council

policies. Some applications require formal presentation to Council for a determination, however most are assessed by Shire staff acting under delegated authority.

On receipt of comments, the WAPC will take into account Town Planning Scheme provisions, together with any relevant WAPC policies and advice it receives from Government agencies and the Shire.

The WAPC may grant approval with or without conditions or refuse the application. If the applicant believes the decision is not acceptable, they may appeal or request the WAPC to reconsider. An appeal must be lodged within 28 days of the original decision, in accordance with the Town Planning & Development Act (Appeal Regulations). Appeals are now determined by the State Administrative Tribunal.

Having received an approval, the applicant can proceed towards fulfilling the conditions of the approval. An approval to subdivide is valid for three (3) years from the date of the decision. If the conditions are not met within three years, the approval will lapse.

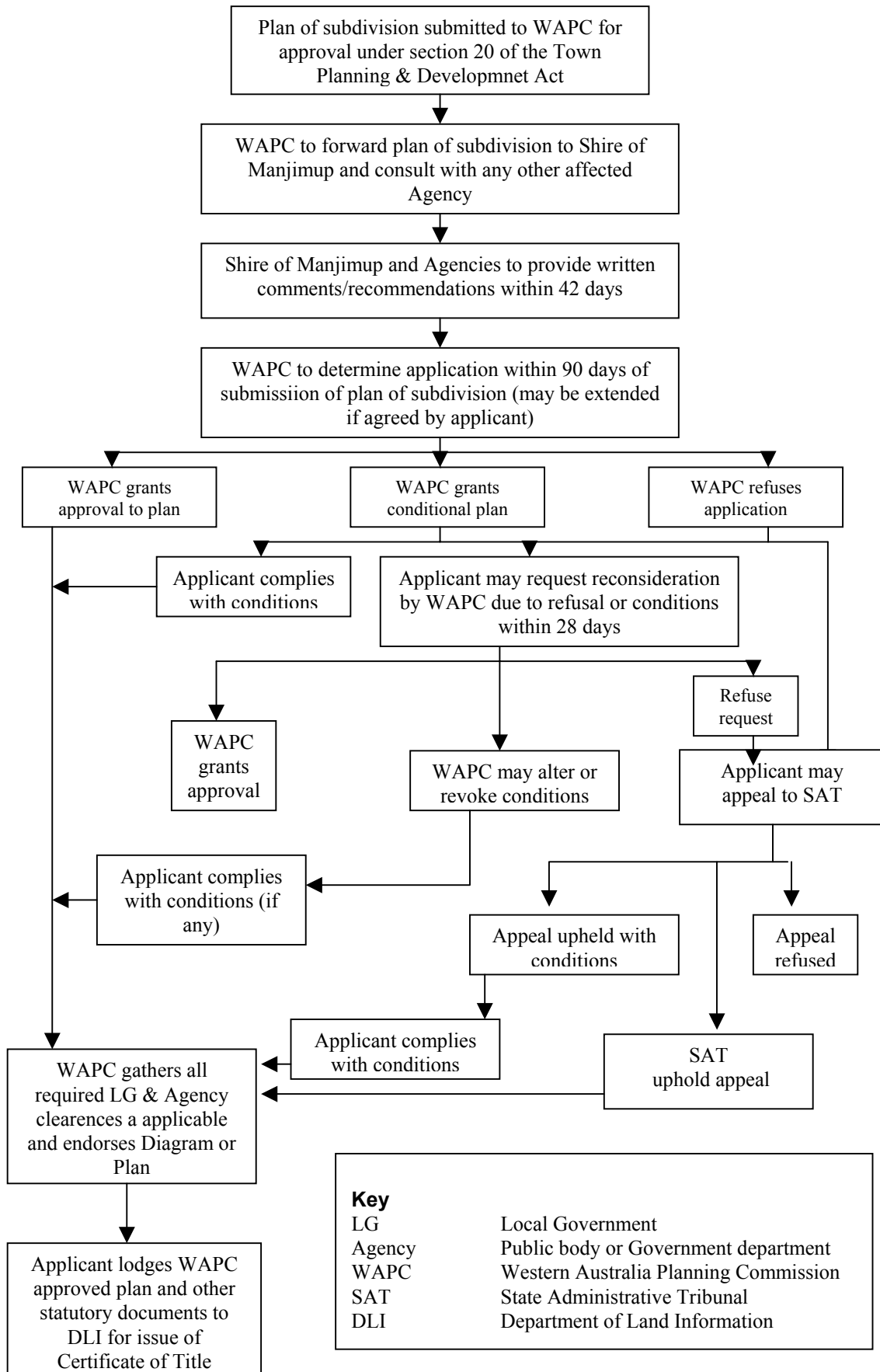
The applicant is responsible for carrying out all works necessary to satisfy the conditions of the subdivision approval. These works may include road construction or upgrading, extension of water mains or sewers and installation of underground electricity. Conditions are 'cleared' (when fulfilled) by the Shire and/or relevant Government agencies. When the WAPC is satisfied its conditions have been met, it will endorse a Diagram or Plan of Survey. The land owner can then apply to the Department for Land Information for new titles.

Attached is a **flow chart** that provides an overview of the subdivision process within Western Australia.

If you have any queries in regards to subdivision, please contact the Shire's Planning Services Section.

**“Councils Vision is to enhance, in partnership with the Community, the economic diversity of Our Region whilst preserving it’s rural and forest character and to promote a vibrant and healthy lifestyle.”**

# Subdivision Process



<b>Key</b>	
LG	Local Government
Agency	Public body or Government department
WAPC	Western Australia Planning Commission
SAT	State Administrative Tribunal
DLI	Department of Land Information