

SAMPLE SUBDIVISION CONDITION CHECKLIST

WAPC APPROVAL NO(S) :
 STAGE NO. :
 ESTATE NAME :
 ADDRESS :

The following checklist has been prepared to assist applicants in the preparation of a Condition Checklist. The sample contains many of the standard conditions applied to subdivision approvals in the City and options for how subdivider’s can demonstrate that a condition has been fulfilled.

*A Condition Checklist **must** be completed and submitted together with the Clearance Application Form. Applicants must provide sufficient information / explanation under the “Demonstrate how the condition was fulfilled” column in order to prevent processing delays. Some conditions may not be applicable to certain stages of subdivision, however applicants should also include such conditions in the checklist and demonstrate / explain briefly why they are not applicable or when they will be complied with.*

***Please also note that incomplete checklists and applications may be returned.**

SAMPLE CONDITION CHECKLIST:

WAPC Condition No.	Key Words for Standard Conditions OR Type in non-standard or specific conditions	Demonstrate how the condition was fulfilled (Refer to sample wording below)	City of Armadale Comment (Office Use Only)	Signed by Project Officer (Office Use Only)
1	Standard Road Construction Condition	Roads constructed in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004. OR Road Construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.?? or Bank Guarantee is at Appendix B.		
2	Road Widening on Armadale Rd	7m Road Widening is shown on DP OR Road Widening ceded by previous Stage No.1 OR Road Widening is to be ceded in future Stage 5 in September 2004. See Staging Plan at Appendix A.		
3	Boundary Clearances / Building & Effluent Disposal Systems	Shed removed on 17 November 2003. Site inspection by surveyor on 8 January 2004 confirmed land is vacant		

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		<p>OR Building comply with required setbacks. Building Survey Pick Up undertaken on 8 January 2004. Two Copies attached at Appendix C.</p>		
4	?m2 POS Required / and or cash-in-lieu	<p>?m2 POS shown on DP OR ?m2 POS area ceded in Stage 2 in August 2003 on DP No. 23415 OR ?m2 POS is to be ceded in future Stage 5 in September 2004. See Staging Plan at Appendix A. OR Valuation submitted and cash-in-lieu amount agreed to by City on 8 January 2006. Cash-in-lieu amount of \$ paid or cheque attached. Refer to Appendix A for copy of receipt.</p>		
5	DUP's & Footpaths	<p>DUP/Footpath constructed as identified on plan at Appendix F in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004 OR DUP/Footpath Construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No. ??? or Bank Guarantee is at Appendix B.</p>		
6	Fill/Drain/Easements/Reserves	<p>Land filled and drained in-accordance with approved drawings dated 18 November 2003. Easements and Drainage reserve provided on DP. PC approved by City on 8 January 2004 OR Fill & drain works incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No. ??? or Bank Guarantee is at Appendix B. Easements and Drainage reserve provided on DP</p>		
7	Grading & Stabilization	<p>Land graded and stabilized in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004 OR Grading & stabilization works incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No. ??? or Bank Guarantee is at Appendix B.</p>		

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8	Uniform Fencing	Uniform fencing constructed in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004 OR Uniform fencing not in this stage. Fencing will be constructed in Stage 5 in September 2004.		
9	Cul-de-sac head construction	Cul-de-sac heads constructed in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004 OR Cul-de-sac construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.??? or Bank Guarantee is at Appendix B. OR No cul-de-sacs in this stage.		
10	Roundabout Construction	Roundabout constructed in-accordance with approved drawings dated 18 November 2003. PC approved by City on 8 January 2004 OR Roundabout Construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.??? or Bank Guarantee is at Appendix B. OR Roundabout to be constructed in future Stage 5 in September 2004. See Staging Plan at Appendix A		
11	Laneway Construction	Laneway constructed in-accordance with approved drawings dated 18 November 2003. Laneway is 6m wide on DP. PC approved by City on 8 January 2004 OR Laneway Construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.??? or Bank Guarantee is at Appendix E. OR No laneways in this stage. See Staging Plan at Appendix A		
12	Developer contributions	Contribution Paid on 6 January 2004. Refer to Appendix B for copy of receipt No.??? OR Cheque for \$??? is attached.		

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13	Restrict vehicle access for lots abutting Nicholson Road	<p>Access restrictions shown and referenced on the DP in accordance with Section 150 of the Development & Planning Act 2005</p> <p>OR</p> <p>Lots affected will be created in future Stage 5 - see Staging Plan in Appendix A.</p> <p>OR</p> <p>Lots effected by access restrictions provided in previous Stage 2 – DP No.23107 see attached Staging Plan at Appendix A</p>		
14	Battleaxe Leg being constructed & drained	<p>Construction of battleaxe leg completed. PC approved by City on 8 January 2004</p> <p>OR</p> <p>No battleaxe lots on this DP. Battleaxe lots in Stage 5 – see attached Staging Plan at Appendix A.</p> <p>OR</p> <p>No battleaxe lots on this DP. Battleaxe leg constructed in previous Stage 2 –DP No.23107 see attached Staging Plan at Appendix A.</p>		
15	Vehicle barriers around POS	<p>Bollards constructed. PC approved by City on 8 January 2004</p> <p>OR</p> <p>No POS in this Deposited Plan. See Staging Plan at Appendix A.</p> <p>OR</p> <p>Bollards Construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.?? or Bank Guarantee is at Appendix B.</p>		
16	Car Parking embayments provided within road reserves around POS	<p>Car Parking embayments constructed. PC approved by City on 8 January 2004.</p> <p>OR</p> <p>No POS in this Deposited Plan. See Staging Plan at Appendix A.</p> <p>OR</p> <p>Car Parking embayments construction incomplete. City approved Bonding of works on 9 January 2004. Copy of Bond Receipt No.?? or Bank Guarantee is at Appendix B.</p>		
17	Transformer & switchgear sites	<p>Location of sites marked on plan at Appendix C.</p> <p>OR</p> <p>No transformer & switchgear sites in DP area</p>		

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18	Geotechnical Investigation Required	Geotechnical Report prepared by subdivider's consultants and lodged prior to works with the City on 12 November 2003. The City confirmed Geotechnical Report was satisfactory on 12 December 2003. Copy of approved report at Appendix B.		
19	Retention of Significant Vegetation	Significant vegetation to be retained has been indicated on engineering / site survey drawings dated 8 January 2006. OR All vegetation has been retained other than those areas approved by the City for removal / construction.		
20	Building Envelopes	Building envelope plan for Stage No.1 approved by the City on 8 January 2006. Copy of Building envelope plan at Appendix B.		
21	Prospective Purchasers be advised of Town Planning Scheme requirements	Letter of undertaking submitted on 8 January 2006 or attached at Appendix B.		
22	Strategic Firebreaks	Firebreaks have been installed in consultation with the City's Rangers.		
23	Detailed Area Plans	Detailed Area Plan(s) for Stage No.1 (Lots 1-20) approved by the City on 8 January 2006. Copy of DAP's at Appendix B.		

On behalf of, I certify that the requirements of all of the conditions on the subdivision approval have been completed and that the above Approval Condition Checklist is correct.

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Signature of PROJECT MANAGER/OWNER

Please Print Name:
Date: