

PLANNING CERTIFICATE

(Environmental Planning and Assessment Act 1979)

About this form

- If applying for multiple lots, a separate fee is payable for each lot.
- Further to the above point, an urgency fee is payable per each lot.
- If you need a Flood Information Sheet, tick below for a Section 10.7 (2) & (5) Planning Certificate to avoid paying an additional fee. No payments are accepted for a Planning Certificate upgrade.
- Please choose carefully by seeking legal advice about the most appropriate Planning Certificate for your property.
- Each lot that forms part of an individual property requires a separate Planning Certificate.

NB: Please note that your application for a Planning Certificate will not be processed until payment has been received.

Property description

House / unit no.	Lot/s:	Section:	DP / SP:
Street:		Suburb:	
Owner/s name:			

Certificate type - Please tick

Fee for each lot (25 – 26 Financial year)

<input type="checkbox"/> Section 10.7 (2) - this Certificate does not include a Flood Information Sheet	\$53.50 (code 65 - \$53.50)
<input type="checkbox"/> Section 10.7 (2) & (5) - this Certificate includes a Flood Information Sheet (if applicable)	\$134.30 (code 65 - \$53.50 & code 66 - \$80.80)
<input type="checkbox"/> Urgency Fee (additional payment required to above certificate fee - processed within two (2) working days)	\$76.00 (code 75 - \$76.00)

Collection details and applicant's details / declaration

Collection details

Please indicate your preferred option in receiving your Planning Certificate :

- ☐ Certificate/s to be emailed (as per email address provided below) **OR**
- ☐ Certificate/s to be collected from Council's Administration Centre
(86 Avoca Road, Wakeley) between 8.30am and 4.30pm, Monday to Friday

Applicants details and declaration

In submitting this application I acknowledge that:

- ☐ I have clearly indicated whether the Planning Certificate requested is for the whole of the property (multiple lots) or one (1) individual allotment. Note: If multiple lots indicated, a separate fee applies for each lot.
- ☐ I have considered and clearly indicated whether a Flood Information Sheet is required and I am aware that no payments are accepted for a Planning Certificate upgrade.
- ☐ I am aware that an urgency fee is payable if I require a Planning Certificate urgently.
- ☐ I am responsible for providing correct and complete information to Council in order for certificate/s to be issued.
- ☐ payment for this application has been made.

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other

Name:

Company (if applicable):

Address:

Postcode:

Contact details:

Work :

Mobile:

E-mail:

Signature:

Date: / /

Fairfield City Council Use Only

Receipting information

Certificate Number

Receipt number and date

 / /

Total fees

 \$

Customer Service Officer

Processing information

Processing Officer

 / /

Flood Information Sheet

Date referred :

 / /

Allocated Reviewing Officer

 / /

Service request number

 / /

Signed by

 / /

Certificate emailed by

 / /

Applicant contacted for pick up by

 / /

Notes

Collection information

10.7 Certificate collected by :

(Name - please print)

(Signature)

____/____/____
(Date)