



## Section 68 Application for Subdivision Works

### Information for the applicant

- This form may be used to apply for Section 68 Approvals.
- To minimise delay in receiving a decision about the application, please fill in all sections and ensure all relevant information and documents are provided.
- Once completed, this application form should be submitted to Queanbeyan-Palerang Regional Council for determination for determination at either one of the below locations:

**Hand**

256 Crawford Street  
Queanbeyan, NSW 2620  
  
10 Majara Street  
Bungendore, NSW 2621  
  
144 Wallace Street  
Braidwood, NSW 2622

**Post**

PO Box 90  
Queanbeyan, NSW 2620

**Email**

[development@qprc.nsw.gov.au](mailto:development@qprc.nsw.gov.au)

### SECTION A. Details of the land where the building/subdivision work and/or use is to be carried out

Unit/Street no. <input type="text"/>	Street Name <input type="text"/>	
Locality/Suburb <input type="text"/>	State <input type="text"/>	Postcode <input type="text"/>
Lot <input type="text"/>	Section <input type="text"/>	Deposited Plan (DP) <input type="text"/>

**Briefly describe** the development. For example: 4 lot Torrens Title subdivision

<input type="text"/>
<input type="text"/>

**Estimated cost of works for the proposed development:** *The contract price, or if there is no contract a genuine and accurate estimate, for all labour and material costs associated with all demolition and construction required for the development, including the cost of construction of any building and the preparation of a building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment). GST is also to be included.*

<input type="text"/>
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**SECTION B. Details of the applicant**

Applicant Name	Company (If applicable)	Contact Person
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address		
<input type="text"/>		
Locality	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Email	
<input type="text"/>	<input type="text"/>	
Signature of Applicant	Date	
<input type="text"/>	<input type="text"/>	

**SECTION C. Owners consent**

If the land is part of a Community Title or Strata Scheme then the Community Associated/Body Corporate must also consent to lodging the application.

If the owner is an organisation/company the Authorised Officer and/or Director(s) must authorise the submission of the application. Attach a signed letter on the organisation or company letterhead.

The owner(s) must sign the following statement:

I/we hereby consent to the making of this application and I/we understand that it will be necessary for Council staff to enter and inspect the property, the subject of this application to ensure compliance with the provisions of the Environmental Planning and Assessment Act 1979, as amended and the Regulations thereunder and with the approved plans and specifications. Therefore I/we give approval for Council staff to enter and inspect the property during the approval process; during construction and until such time as all of the work has been completed to Council's satisfaction.

Owner Name 1	Email	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Owner Name 2	Email	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Owners Signature/s

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Date

<input type="text"/>
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**Please Note:** If there are more than two owners on a property, please provide separate documentation indicating their names, email, phone and signature.

**SECTION D. Description of subdivision**

<b>Is the site:</b>	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial
	<input type="checkbox"/> Industrial	<input type="checkbox"/> Rural
<input type="checkbox"/> Strata	<input type="checkbox"/> Community title	<input type="checkbox"/> Consolidation
<input type="checkbox"/> Torrens	<input type="checkbox"/> Boundary adjustment	<input type="checkbox"/> Road widening

**Number of lots****SECTION E. Development consent details (If applicable)****Has a development consent or complying development certificate been issued prior to this application?**
 Yes  
 No
**If yes to the above question, what is the development consent or complying development certificate number?****What was the date of determination?****SECTION F. Application checklist***The following attachments must be submitted with this application if they are applicable*

- A meeting has been arranged with Council's Development Engineer prior to lodging

 Yes  
 No

Date

Time

- A copy of the approved plans/documentation has been provided either in hardcopy or electronically

 Yes  
 No

- The submitted plans/documentation provided is that which is required within the development consent

 Yes  
 No

- A Design certificate Report has been filled out and completed

 Yes  
 No