

STATUTORY PLANNING CHECKLIST

Subdivision of land

Use this information as a guide to complete your application for the subdivision of land.

Considerations that may affect your application

When making a decision on an application of this nature, Council will generally consider:

- The planning controls that apply to the site.
- The planning policy framework found within the Mitchell Planning Scheme.
- The suitability of the proposed lot layout in response to the site and subdivision character of the area.

Documents to submit with your application

Council requires certain information to be provided with your application in order to properly assess it. To ensure that your application for the subdivision of land can be processed quickly and efficiently, it is important that you provide the following documentation:

	Document
1	A complete and valid certificate of title.
2	Metropolitan Planning Levy certificate (if applicable).
3	A written response against the relevant policy of the Mitchell Planning Scheme, including relevant zones, overlays, planning policy framework and particular provisions.
4	A site and context description and design response document as described in Clause 56.01-1 and Clause 56.01-2 of the Mitchell Planning Scheme of the Mitchell Planning Scheme.
5	A Clause 56 assessment.
6	A plan set including an existing site conditions and features plan, and a proposed subdivision plan.

Please note that the subdivision of land in Precinct Structure Plan (PSP) areas may include further required documentation, and it recommended that you contact Council to discuss these matters.



Other things to consider

Other considerations for an application of this nature may include:

- The size and dimensions of lots proposed.
- Interfaces to open space areas.
- Neighbourhood connectivity and streetscape planting opportunities.

Other documentation may be requested by Council such as:

- stormwater management plan
- infrastructure report
- streetscape tree planting plan
- open space landscape plan (if a park or reserve is proposed)
- housing design guidelines for future development of lots
- road cross sections.

This type of information may be required after a planning permit is issued. A Council Planning will contact you if more information is needed.

Contact Us

Send us an email mitchell@mitchellshire.vic.gov.au

Give us a call [\(03\) 5734 6200 \(option 3\)](tel:(03)57346200)
Monday to Friday, 9.00am – 5pm

Visit a planner Planning and Building Services Office
Level 1, 61 High Street, Wallan
Monday to Friday, 9.00am – 5pm