



# Property Information Enquiry

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Planning Certificates – within 5 business days			Urgency Fees - within 2 business days*		
Section 10.7 planning certificate part 2	\$53.00	£	<b>Urgency fees are additional and include GST</b>		
Section 10.7 planning certificate part 2 & 5	\$133.00	£	Section 10.7 - planning certificate part 2	\$27.00	£
Complying SEPP planning certificate	\$53.00	£	Section 10.7 - planning certificate part 2 & 5	\$67.00	£
Sewer infrastructure plan (external)	\$42.00	£	Complying SEPP planning certificate	\$27.00	£
Sewer line diagram (internal)	\$42.00	£	Sewer infrastructure plan (external)	\$37.00	£
Dwelling opportunity (3 lots) + \$10 per additional lot	\$126.00	£	Sewer line diagram (internal)	\$37.00	£
Outstanding notices	\$77.00	£	Dwelling opportunity	\$64.00	£
603 certificate (rates)	\$85.00	£	Outstanding notices	\$57.00	£
Special water meter reading	\$85.00	£	603 certificate (rates) * within 24 hours	\$85.00	£

## Applicant Details

Applicant name:

Postal address:

Telephone:

Email:

Applicant reference:

Applicant's signature:

Preferred delivery  Post

Email

## Property Details

House number

Street

Locality (town / village / area)

Lot / section / strata or deposited plan no. (s)

Council land number:

Council property number:

Nature of property (vacant land / house / factory / farmland etc)

Is there a dwelling on the land? If so, on which lot is the dwelling located?

## Registered Proprietor / Vendor / Purchaser Details (Complete all fields)

Vendor's full name:

Vendor's address:

Purchaser's name:

Purchaser's address:

Purchaser's mobile:

Purchaser's email:

Purpose for which this information is required:

Purchase Price: \$

### Office use

Date Lodged:

Amount \$

Receipt No:

Application ID:

Application Scanned & added to T1

£

## Information Relating to Property Enquiry Searches

### **Planning Certificate** (formerly section 149 Planning Certificate)

A Planning Certificate provides information on how a property (such as land, a house, a commercial building, etc.) may be used and the restrictions on its development. A Planning Certificate comprises 2 parts being Section 7.10(2) (part 2) and Section 7.10(5) (part 5)

**Complying Development SEPP Planning Certificate** - Section 7.10(2) This is a special certificate that can be sought which just relates to whether the land may have complying development under the *State Environmental Planning Policy (Exempt and Complying Development Code) 2008*, and if the answer is no, then the reasons.

**Planning Certificate Part 2** - This first part contains compulsory information, as determined by Schedule 4 of the *Environmental Planning and Assessment Regulation 2000*, and includes items such as the applicable LEP, zoning, heritage, road widening, etc.

**Planning Certificate Parts 2 & 5** – As per the Planning Certificate (Part 2) plus the second part (Part 5) of the Planning Certificate contains additional information. The additional part is not compulsory and can only be supplied with the first part. Additional information supplied by Council includes whether rural land can be subdivided, whether rural land has a dwelling opportunity, and the nature of any hazards known by Council applicable to the land.

Note: Clause 1 of Schedule 1 to the *Conveyancing (Sale of Land) Regulation 2017* prescribes that a Planning Certificate must be attached to a *Contract for the Sale of Land*. As such a Planning Certificate (Part 2), comprises the minimum requirement. The Complying SEPP Certificate cannot be used for this purpose.

### **Section 603 Certificate**

Under Section 603, of the *Local Government Act 1993*, a person may apply to Council for a 603 certificate as to the amount (if any) due or payable to the council, by way of rates, charges or otherwise, in respect of a parcel of land.

### **Sewer Infrastructure Plan (External)**

A Sewer Plan shows the approximate location of Council sewer mains in the vicinity of a property. Diagrams are only available for properties serviced by reticulated sewer. Applications for properties not serviced by reticulated sewer will be issued with a letter indicating that a diagram is unavailable.

Note: A Sewer Plan will not contain details of internal drainage or sewer lines (house to sewer connections). A Drainage Diagram request should be made.

Note: Clause 2 of Schedule 1 to the *Conveyancing (Sale of Land) Regulation 2017* prescribes that a sewer plan must be attached to a *Contract for the Sale of Land*.

### **Sewer Line Diagram (Internal)**

A drainage diagram showing internal drainage line or sewer lines on the land.

Note: A drainage diagram may include the location of sewerage infrastructure but changes to the infrastructure since the diagram was produced have not been confirmed and a separate Sewer Plan should be sought.

Note: Clause 2 of the *Conveyancing (Sale of Land) Regulation 2017* prescribes that a drainage diagram must be attached to a *Contract for Sale of Land*, but only if Council can readily access such records.

### **Section 735A Certificate**

Under section 735A, of the *Local Government Act 1993*, an applicant may apply for a certificate to ascertain as to whether there are any outstanding notices issued by the Council under this Act in respect of any land within the Council's area.

Note: **Notice** is defined in the Dictionary to that Act as including a notification, order, direction and demand.

### **Dwelling-house Opportunity Search**

A person may request Council to undertake a search of its records to determine if an allotment or parcel of land is permitted to have a dwelling-house erected upon. Such a search is generally associated with rural lands whereby not every allotment is entitled to a dwelling.

A Dwelling Opportunity search does not create an opportunity but merely searches Council's records against the Local Environmental Plan rural dwelling provisions to determine if it permits, only with consent, the erection of a dwelling on the land, or whether a dwelling is prohibited. Written advice is provided that explains whether the allotment(s) has an opportunity, and how that opportunity has been established, or why an opportunity does not exist. Where a single opportunity exists for a number of allotments an explanation will be given as to the conditions attached to that opportunity eg. that the lots must be consolidated, or that the first dwelling erected on any one of the subject allotments will consume that opportunity etc.

Fees: Dwelling-house Opportunity search fee = \$126 (for 1 to 3 allotments that are contiguous and in the same ownership) + \$10 per additional allotment (inc GST). Urgent fee of \$64 (inc GST) per application.

### **Special Water Meter Reading**

This is to request a special reading of a water meter that is not within the normal cycle of water meter.