



## Property Information Enquiry 2023 - 2024

Rating Certificates		Certificate Fees (within 5 business days)	Urgency Fee (within 2 business days)
<i>Richmond Valley Council's Revenue Policy 2023-2024</i>		<i>additional to certificate fee &amp; inc GST</i>	
Section 10.7 Planning Certificate (part 2)	\$ 66.00	\$ 31.00	
Section 10.7 Planning Certificate (part 2 & 5)	\$ 166.00	\$ 78.00	
Complying SEPP Planning Certificate	\$ 66.00	\$ 31.00	
Outstanding Notices	\$ 79.00	\$ 59.00	
Dwelling opportunity (3 lots) + \$10.50 per additional lot	\$ 130.00	\$ 66.00	
Sewer Infrastructure Plan (external)	\$ 43.00	\$ 38.00	
Sewer Line Diagram (internal)	\$ 43.00	\$ 38.00	
Preferred Method of Delivery		Post	Email
Applicants Details <small>(primary point of contact)</small>			
Given Name		Surname	
Company / Organisation			
Postal Address		State	Postcode
Telephone (H)	Telephone (B)	Mobile	
Email		Applicant Reference	
Signature		Date	
Property Details			
House No.	Street / Road		
Locality (town/village/area)			
Land ID	Lot No	Section	Strata / Deposit Plan No.
Land ID	Lot No	Section	Strata / Deposit Plan No.
Land ID	Lot No	Section	Strata / Deposit Plan No.
Property ID	Purpose for which this information is required		Purchase Price
Nature of property vacant / farmland / house / factory		Is there a dwelling on the property?	Lot / DP where dwelling is located.
ALL legal descriptions associated with property must be listed on the application. (attach separate list for additional parcels)			
Office Use			
Date lodged	Receipt No.	Amount:	
App ID:	App ID:	App ID:	

## Registered Proprietor / Vendor

Vendors Full Name

Company / Trust

ABN/ACN

Vendors Service Address

State

Postcode

Telephone (H)

Telephone (B)

Mobile

Email

## Purchaser

Purchaser's Full Name

Purchasing Company / Trust

ABN/ACN

Purchaser's Service Address

State

Postcode

Telephone (H)

Telephone (B)

Mobile

Email

### **Information relating to property enquiry searches**

#### **Planning Certificates (formerly 149 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 of 2 parts being Section 10.7 (part 2 and Section 10.7 (5). (Part 5)

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

Planning Certificate Part 2 – This part contains compulsory information, as determined by Schedule 4 of the *Environmental Planning and Assessment Regulation 2000* and includes items such the applicable LEP, zoning, heritage, road widening etc. It also contains information as provided in Item A1 above, regarding the Complying Development SEPP.

Planning Certificate Parts 2 & 5 – As for Item A2 above, plus the second part of a Planning Certificate which contains additional information supplied by Council. The additional part is not compulsory and can only be supplied with the first part (item A2 part (*Item A2* described above). 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 section 149 certificate must be attached to a *Contract for the Sale of Land*. As such a Planning Certificate Part 2, described in *Item A2* above would comprise the minimum requirement. The Complying SEPP Certificate cannot be used for this purpose.

#### **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 (external) 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 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 = \$130.00 (for 1 to 3 allotments that are contiguous and in the same ownership) + \$10.50 per additional allotment (inc GST). Urgent fee of \$66.00 (inc GST) per application.