

**Application for Planning Certificate**  
**Pursuant to Section 10.7 of Environmental Planning & Assessment Act 1979**

- Section 10.7 (2) Certificate - \$62                       Section 10.7(2) & (5) Certificate - \$156
- Urgent Requests (Processed within 24 hours) - Additional \$153.00 (Excludes certificate fee)

**This form must only be returned to council@strathfield.nsw.gov.au**

**Applicant Name:**

**Contact Phone Number:**

**Mailing Address:**

**Email Address:**   
(Only for Electronic Delivery):

**Your Reference:**

**PROPERTY INFORMATION - All mandatory fields below MUST be completed**

**Lot No: (mandatory)**       **SP/DP: (mandatory)**

**Property Address: (mandatory)**

**Current Owner: (mandatory)**

**Application Date:**       **Signature:**

Please complete ALL details above, or your application may be delayed.

**Certificate to be:**       Emailed                       Collected                       Mailed

**Office Use Only**

Receipt No:	Amount:	Date:
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**Please note: a Council Customer Service Advisor will contact you on the number you have provided to finalise payment for your application.**

**This application will not progress until payment has been received.**

## **SECTION 10.7 PLANNING CERTIFICATES**

Section 10.7 Planning Certificates are issued in accordance with the *Environmental Planning & Assessment Act 1979*. They contain information on how a property may be used and the restrictions on development. A person may request a s10.7 certificate to obtain information about his or her own property but generally a s10.7 certificate will be requested when a property is to be redeveloped or sold. When land is bought or sold, the *Conveyancing Act 1919* requires that a Section 10.7 Planning Certificate be attached to the contract for sale.

### **TYPES OF CERTIFICATES**

Strathfield Council's Planning Certificates are issued under Section 10.7 (2) and 10.7 (5) of the *Environmental Planning and Assessment Act (EP&A) 1979*. Information to be disclosed on a Section 10.7 (2) Planning Certificate is specified under the *EP&A Regulation 2000* (Schedule 4) and includes the following where relevant:

- |  |  |
|--|--|
| <input type="checkbox"/> Names of relevant planning controls<br>ie SEPP's, LEP's, REP's, DCP's | <input type="checkbox"/> Coastal Protection  |
| <input type="checkbox"/> Declared State Significant Developments                               | <input type="checkbox"/> Mine subsidence   |
| <input type="checkbox"/> Zoning and land uses under the planning control                       | <input type="checkbox"/> Road widening and road realignment                                      |
| <input type="checkbox"/> Critical habitat  | <input type="checkbox"/> Council and other public authority policies on hazard risk restrictions |
| <input type="checkbox"/> Heritage Information  | <input type="checkbox"/> Section 94 Contributions Plans  |
| <input type="checkbox"/> Land reserved for acquisition   | <input type="checkbox"/> Matters arising under the <i>Contaminated Land Management Act, 1997</i> |

The Section 10.7 (2) Planning Certificate contains the above information. The Section 10.7 (5) Planning Certificate provides additional advice.

### **PROCESSING TIMES**

Certificates will be processed within four (4) working days from date of receipt of the completed form and payment of fees. Certificates required urgently will be processed within 24 hours from date of receipt of the completed application and payment of fees, including urgency fee. If a certificate remains uncollected after four (4) working days, it will be posted on the fifth working day. Telephone advice when certificates are ready WILL NOT be given.

### **CERTIFICATES SENT BY EMAIL**

By selecting email as a method of receipt for your planning certificate(s) you are in agreement to the following terms and conditions:

- The certificate issued is based on the information provided by the applicant and will be sent via email in Adobe PDF format to the address you specify on this application form.
- Where an urgency fee is paid, certificates will be sent via email to the customer no later than close of business on the next business day.
- In choosing the email option, you accept that internet and network conditions may result in emails not being delivered promptly, or at all, and that certificates may be damaged in their passage across the Internet. Council does not verify if and when certificates are received by the applicant and can not be held liable for any inability of the applicant to access the Internet.
- If you have not received a certificate you have applied for allowing for processing times or believe that the file received is damaged, please contact Council's Customer Service team on 02 9748 9999 between the hours of 8.30am-5.00pm Monday - Friday.

## **PRIVACY STATEMENT**

Strathfield Council is collecting personal information from you in order to process your request as outlined on this form. Information may be subject to access requests from third parties under relevant legislation. Further information on how Council manages privacy is contained in Council's Privacy Management Plan available from Council or website: [www.strathfield.nsw.gov.au](http://www.strathfield.nsw.gov.au)