

# How to register

## Summary

All applicants must be **registered with** Planning Online in order to lodge applications.

People wishing to **register** need to use one of the following identity providers:

- Facebook
- Google
- MyGovID Identity

For a list of applications, please see the [What can you lodge in Planning Online?](#) page.

# How to register

## Applicant Portal

### Registration

01

To sign in, go to the Planning Online home page and select the label “**sign in or register**”.



#### Welcome to Planning Online

Sign in or register to access the Planning Online Portal where you will be able to:

- Lodge Applications for Land Use Planning
- View the progress of your applications
- Update your contact details

Have questions or need advice? Contact our Planning Online team by calling (08) 6551 8002 or email support at [posupport@dplh.wa.gov.au](mailto:posupport@dplh.wa.gov.au)



02

Choose your method of signing in. If you are not yet a registered user on the Planning Online home page..



#### Sign in with...

You can sign in to Planning Online using one of the services below.

##### Facebook

If you have a Facebook account, you can sign into Planning Online with this account. If you would like to create an account or learn more about Facebook accounts, click this [link](#).

##### Google

If you have a Google account, you can sign into Planning Online with this account. If you would like to create an account or learn more about Google accounts, click this [link](#).

##### Digital Identity

This is provided by the Australian Government. If you have a Digital Identity account, you can sign into Planning Online with this account. If you would like to create an account or learn more about Digital Identity, click this [link](#).

**Sign into Planning Online >**

[Sign in as an internal staff member >](#)

# How to lodge your application

## Applicant Portal

### Lodgement

03

On the Dashboard page, you have been provided with four application tabs: **Subdivision, Endorsement, Development** and **Other Lodgement**.

The applications are grouped into the following views:

**Draft, Submitted, In progress, Determined, Cancelled lodgement** and **Cancelled applications**.

Click **+ New Application** to lodge *any* new application or other documents and select **Subdivision, Endorsement, Development** or **Other Lodgement**.



### Welcome, Lidiya Mathew

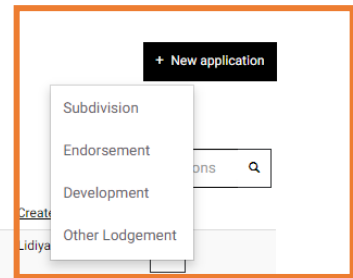
Authorised to represent Western Power

#### Applications

Subdivision   Endorsement   Development   Other Lodgement

#### Draft applications

Your reference	Lodgement ID	Status	Location	Date created ↓	Created by
<a href="#">LM-001-2628</a>	2024-00332	Draft	Perth	16/02/2024 10:40 AM	Lidiya Mathew
<a href="#">LM-001-2628</a>	2024-00291	Draft	Perth	09/02/2024 11:06 AM	Lidiya Mathew



# How to lodge your application

## Applicant Portal

### Lodgement

04

To view an existing application/lodgement, click **view** on the dropdown box to the right of the application/lodgment.

#### Submitted applications

Search applications 

<u>Your reference</u>	<u>Lodgement ID</u>	<u>Status</u>	<u>Location</u>	<u>Date submitted</u> ↓	<u>Created by</u>
<a href="#">Strata scheme amendment</a>	2024-00152	Paid	Multiple types of amendment	22/01/2024	Kate Uusimaki



View

#### In progress applications

Search applications 

<u>Your reference</u>	<u>WAPC Reference</u>	<u>Status</u>	<u>Address</u>	<u>Due date</u>	<u>Date created</u> ↓	<u>Created by</u>
<a href="#">JD - 13023 Freehold subdivision</a>	001106	Awaiting referral response	15 Mekong Way, Greenfields	13/05/2024 12:30 PM	13/02/2024 12:30 PM	Tester 1 PO & Western Power
<a href="#">JD - 13022 Freehold subdivision</a>	001105	Awaiting referral	26 ARALUEN ST, MORLEY	24/06/2024 8:00 AM	13/02/2024 12:14 PM	Tester 1 PO & Western Power



View

# How to lodge your application

## Applicant Portal

### Lodgement

05

Enter your own **reference for this application** as well as your **location of subject property**. Familiarise yourself with the **Consent to disclosure of information** page and **Agree** when you are ready. Then complete the remainder of the application, which will have **Help** information on the right-hand side of each page.

**Note:** The form title and **Consent to disclosure** will vary depending on the application type: Subdivision, Endorsement, Development or Other Lodgement.

#### Application for Subdivision Approval

##### Before you begin

Enter your reference for this application

LM -001- 2628

Location of subject property

Perth

##### Notice to applicants - Consent to the disclosure of information

In the interests of transparency, the agenda and minutes of meetings of the Western Australian Planning Commission may appear on the Department of Planning, Lands and Heritage website, which is a website that is available to the public. Accordingly, in submitting this form, you acknowledge that except for information about your business, professional, personal or commercial and financial affairs, the information you have provided in support of your application may be placed on the website.

##### Important information for applicants

1. Please read all of this form carefully and consult the application guide and schedule of fees for further information ([Application Guide - Subdivision Applications and Fees Application for Approval of Freehold, Survey-Strata \(www.wa.gov.au\)](#)). The application fee must accord with the current schedule of fees. The application will not be accepted if these requirements are incorrect or incomplete.
2. The WAPC is responsible for determining applications for freehold, survey-strata, leasehold (survey-strata), strata, leasehold (strata) subdivision and community titles (land) scheme subdivision under the *Planning and Development Act 2005, Strata Titles Act 1985 and Community Titles Act 2018*. The information required for an application is authorised by regulation 20 of the Planning and Development Regulations 2009. There are penalties for providing false information.
3. Applications for a freehold, survey-strata, leasehold (survey-strata), strata and leasehold (strata) require a fully completed subdivision application with any additional information attached, one copy of a subdivision plan and any supporting documentation.
4. Subdivision plans must be based on an accurate and up-to-date feature survey (survey of existing physical features and improvements such as driveways, buildings).
5. All landowners, agent with written authority or tier 1 corporation must complete the 'Landowners and Consent to Apply' section. Agents must provide written authority from the landowner or tier 1 corporation.
6. Applicants must check that there are no restrictive covenants applying to the land or if there are, attend to the resulting liabilities and obligations. The WAPC is only bound by the terms of restrictive covenants created under statute in favour of a public authority.
7. A separate lodgement is required for each application type (e.g. subdivision, termination or amalgamation).

Cancel

Agree