

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 signing 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 in submitting an application to the Western Australian Planning Commission (WAPC)

- The information on this form is required for endorsement of approval upon a diagram or plan of survey (deposited plan), survey-strata plan, leasehold (survey-strata) plan or community titles (land) scheme plan by the WAPC in accordance with the provisions of the *Planning and Development Act 2005*, *Strata Titles Act 1985* and *Community Titles Act 2018*.
- A request for endorsement of approval upon a diagram or plan of survey (deposited plan), survey-strata plan, leasehold (survey-strata) or community titles (land) scheme plan in accordance with the provisions of the *Planning and Development Act 2005*, *Strata Titles Act 1985* and *Community Titles Act 2018* is to comprise of the following components:
 - The diagram or plan of survey of subdivision (deposited plan), survey-strata plan, leasehold (survey-strata) plan or community titles (land) scheme plan. This is to be 'examined' by the Western Australian Land Information Authority (Landgate) and is to be submitted to the WAPC by Landgate.
 - This completed form 1C (Please note one form 1C is required for each plan or stage of subdivision).
 - The correct endorsement fee determined in accordance with the current schedule of fees.
 - Written advice or evidence from the relevant agency/ies that condition/s of the subdivision approval have been complied with, including supporting documents such as copies of covenants and notifications. If such advice or evidence cannot be provided, a statement of reasons and supporting documentation is to be submitted as to why the WAPC should be satisfied that the condition/s have been or will be complied with at the time a certificate of title is created or registered.

* (Please note each of these components must be received by the WAPC within the prescribed period under the *Planning and Development Act 2005*. Following receipt of these components, the WAPC is to try to deal with the request within 30 days.)

WAPC reference no/s:

WAPC decision date/s:

1. Required application details

The following application details are required. Please print clearly and tick the appropriate box where required.

- This application is for:
Deposited plan ☐ or survey-strata plan ☐ or leasehold (survey-strata) plan ☐ or community titles (land) scheme plan ☐
Please provide plan number
- Please specify in the boxes below the number of lot/s on the diagram/plan and the number of lots that are exempt from fees (refer to application fees schedule on www.wa.gov.au/dplh website for the determination of exempt lot/s).
 - Number of lot/s on this plan Number of exempt lot/s
 - Tier to which the plan relates (tick box): Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ N/A ☐
- Fees attached? Yes \$ N/A ☐
- WAPC unconditional approval ☐ (go to question 7) or WAPC conditional approval ☐
- If you ticked the WAPC conditional approval box in question 4, have all condition/s been complied with and written advice or evidence obtained from the relevant agency/ies to confirm this? Yes ☐ No ☐
If your answer is 'yes', please attach the written advice or evidence to this form.
- If question 5 is answered 'no', please attach to this form a statement of reasons and supporting documentation as to why the WAPC should be satisfied that the condition/s have been or will be complied with at the time a certificate of title is created or registered. Yes ☐ No ☐
- Is endorsement being sought for a limited stage of an approved plan or subdivision? Yes ☐ No ☐
- Are there any variation(s) to the approved plan or subdivision? Yes ☐ No ☐
If answer to question 8 is 'yes', please attach to this form written justification for the variation(s) to the approved plan of subdivision.
- Has the Strata Company/tier 1 corporation supported the full termination proposal? Yes ☐ No ☐
If answer is 'yes' please attach a copy of the confirmation that the Strata Company/tier 1 corporation has resolved to approve the plan of subdivision.
If answer is 'no' please provide either a copy of the State Administrative Tribunal Order confirming the termination resolution OR a certificate of title demonstrating the lot is in single ownership.

Version: 10.2 (July 2026)

2. Applicant details

The applicant is the person with whom the WAPC will correspond and, if the application is approved, the person to whom the approval notice will be sent.

Name/company			
Contact person			
Postal address			
Town/suburb		Postcode	
Phone number/s			
Fax		Email	

Current email address required for communicating decisions or other relevant matters

Applicant signature

The form 1C has been completed
in full and all relevant information
is attached

Print name and position

Date

(if signing on behalf of a company, agency or tier 1 corporation)

Landowner/s and/or tier 1 corporation details as stated on the WAPC decision letter for the approval of the subdivision.
(Please note this may not necessarily be the current landowner and is requested to assist with the processing of this application)

COLLECTION NOTICE

By submitting this form, you acknowledge that you have read and understood our [Collection Notice](#), which outlines how we handle your personal information.

Submission of application to WAPC through Department of Planning, Lands and Heritage offices

Only required if you cannot complete and lodge your application online

Perth

(Postal applications):
Locked Bag 2506
Perth WA 6001

Perth

(Lodgements in person):
Level 2
140 William Street
Perth WA 6000
telephone: 6551 8002
facsimile: 6552 4417
NRS: 13 36 77

Albany

178 Stirling Terrace
PO Box 1108
Albany WA 6331
telephone: 9892 7333

Mandurah

Level 1 - Suite 94
16 Dolphin Drive
Mandurah WA 6210
telephone: 9586 4680

Bunbury

6th Floor
Bunbury Tower
61 Victoria Street
Bunbury WA 6230
telephone: 9791 0577

Hours that walk-in (hand delivered) applications will be accepted may change. Please check our website for updates.

| eLodgement

Our preferred method of lodgement is online at
[Planning Online \(https://planningonline.dplh.wa.gov.au\)](https://planningonline.dplh.wa.gov.au)

Online applications can be paid by credit card, debit card or cheque.

Only complete this form if you cannot lodge your application online