



## 1.0 Purpose

- 1.1 This Policy establishes guidelines for the handling of applications for staged development strata schemes under the *Strata Titles Act 1998*.

## 2.0 Objective

- 2.1 The adoption of a policy on the handling of applications for staged strata schemes will give certainty and consistency to Council's consent conditions of permit and confidence in the issue of strata title for any staged unit developments.

## 3.0 Scope

- 3.1 This policy shall apply to all applications to Council for a staged development scheme under the *Strata Titles Act 1998*.

## 4.0 Policy

- 4.1 That authority to approve a Staged Development Scheme under Part 3 of the *Strata Titles Act 1998* is delegated to the Manager Development and Regulatory Services.
- 4.2 That Council not approve any application for a Scheme in Principle that seeks an exemption from the requirements for Certificates of Approval under Part 2 of the *Strata Titles Act 1998*.
- 4.3 That prior to any stage being certified by Council the development complies with the conditions of the planning permit issued and the requirements of the *Building Act 2016*.
- 4.4 That, for staged multi-unit developments at ground level, the following requirements are to be met in accordance with the planning permit issued:
- (a) Prior to the certification of the first stage (Stage One) of the development, all common areas are to be fully constructed, including driveways, car parking areas and landscaping of the site, including the construction of retaining walls on constricted sites.
  - (b) Prior to the certification of the first stage (Stage One) of the development, all excavation works for all latter units are to be undertaken and, where required, footings poured on constricted sites.
  - (c) Prior to the certification of the first stage (Stage One) of the development, at least the initial developer-nominated units of the development and preferably the first two units must be fully completed, with all relevant Certificates issued as required under the *Building Act 2016*.



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- (d) Prior to the certification of the first stage (Stage One) of the development, substantial fencing between Stage 1 and the bulk of the site is to be erected.
- (e) No further works within the land area of the first stage (Stage One) are to be undertaken in subsequent stages without the consent of Council.
- (f) Prior to the certification of any subsequent stages of the development all Lots are to have full reticulation of services.
- (g) Prior to the certification of any subsequent stages of the development, all units must be totally completed, with all relevant Certificates issued as required under the *Building Act 2016*.

4.5 That, for staged multi storey developments, the following requirements are to be met in accordance with the planning permit issued:

- (a) Prior to the certification of the strata plan for each and every subsequent stage of the development, each floor level must be fully completed, with all relevant Certificates issued under the *Building Act 2016* and all of the common areas finished for that level of the development.
- (b) The whole of the road frontage common areas to the relevant development stage are to be completed.
- (c) All car-parking areas associated with the relevant development stage of the development, internal and/or external, are to be fully developed.

## 5.0 Legislation

*Strata Titles Act 1998*  
*Building Act 2016*  
*Land Use Planning & Approvals Act 1993*

## 6.0 Responsibility

6.1 Council is the responsible body for ensuring decisions made at Council meetings are consistent with policy. The operational implementation of this policy is the responsibility of the Manager Development and Regulatory Services.

## 7.0 Minute Reference

Minute No. 12.2

## 8.0 Council Meeting Date

15 November 2010

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