

# BA TOWN COUNCIL DEVELOPMENT CHECK LIST

## SUBDIVISION

|    | THINGS TO BE SUBMITTED                                                                                                    |  |
|----|---------------------------------------------------------------------------------------------------------------------------|--|
| 1. | 7 copies of subdivision application forms                                                                                 |  |
| 2. | Proof of ownership (Title or lease documents)<br>Consent from land owner (i.e. Crown Land and TLTB) to be also submitted) |  |
| 3. | 7 copies of Subdivision scheme Plan (survey to be done by a registered surveyor)                                          |  |
|    |                                                                                                                           |  |

**Note;**

1. Subdivision fees applied payable to Department of Town and Country Planning.
2. Subdivision Application to be only accepted upon meeting the above requirements
3. Processing timeline for the Subdivision applications is 10 working days plus processing time for Department of Town and Country Planning.

## REZONING

|    | THINGS TO BE SUBMITTED                                                                                                   |  |
|----|--------------------------------------------------------------------------------------------------------------------------|--|
| 1. | 3 copies of Development application forms                                                                                |  |
| 2. | Proof of ownership (Title or lease documents)<br>Consent from land owner (i.e. Crown Land and TLTB) to be also submitted |  |
| 3. | 3 copies of concept drawings/plans                                                                                       |  |
|    |                                                                                                                          |  |

**Note;**

1. Rezoning fees applied payable to Department of Town and Country Planning.
2. Rezoning Application to be only accepted upon meeting the above requirements
3. Processing timeline for the Rezoning applications is 15 working days plus processing time for Department of Town and Country Planning.