Nov 2024

**Wyndham City Council Pre-Commencement Inspection Checklist**

This Checklist is to be completed and submitted to Council when requesting a Pre-Commencement Inspection, along with all relevant plans, permits and documentation in one email per estate stage.

Please request an inspection by contacting Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

Once a completed Checklist and all relevant documentation has been submitted to Council, an inspection will be scheduled with a Council Representative.

If all documentation is not deemed acceptable, the Pre-Commencement inspection will not proceed.

For any enquiries regarding Council Pre-Commencement Inspections, please contact Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

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| --- |
| **Developer**: Click or tap here to enter text. **Name of Estate Development**: Click or tap here to enter text. **Estate Stage**: Click or tap here to enter text. **LS number**: Click or tap here to enter text. |
| **Date**: Click or tap here to enter text. | **Nominated Site Representative**: Click or tap here to enter text.**Contact No / Mobile** Click or tap here to enter text. |

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| **Information to be provided to council prior to Pre-Commencement**. |
|  | Yes | No | N/A |
| Confirm all bonds for this stage have been submitted/paid to Council. |[ ] [ ] [ ]
| Landscape plans have been approved by Councils Landscape Urban design Subdivisions Department subdivlud@wyndham.vic.gov.au  |[ ] [ ] [ ]
| Site Environmental Management Plan (SEMP) for landscaping works has been approved via enviroplanning@wyndham.vic.gov.au if applicable. |[ ] [ ] [ ]
| Reserve name process has commended via Wyndham Geographic Naming GeographicNaming@wyndham.vic.gov.au if applicable. |[ ] [ ] [ ]
| Tree Management Plan (TMP) has been approved via Treeplanning@wyndham.vic.gov.au if applicable. |[ ] [ ] [ ]
| Building Permit/Water Connection applications approved/signed by the current landowner.If WCC is the landowner, please contact Landscape Subdivisions Admin subdivlud@wyndham.vic.gov.au. |[ ] [ ] [ ]
| All hold points required to be actioned prior to pre-commencement meeting have been complete.  |[ ] [ ] [ ]

I confirm that all requirements have been met prior to Pre-Commencement.

**Site Representative**

Name: Click or tap here to enter text.

Signature: Click or tap here to enter text.

Date: Click or tap here to enter text.

**Comments:** Click or tap here to enter text.