

SUBDIVISION AND AMALGAMATION *Frequently Asked Questions (FAQ)*

This FAQ is intended to provide general information and guidance to common questions regarding subdivision and amalgamation.

What is a subdivision?

A subdivision is the process of dividing a large parcel of land into smaller lots or merging existing parcels through amalgamation or boundary realignments. It typically involves establishing new boundaries, roads, and other necessary infrastructure to support development and land use.

There are two basic types of subdivision:

- Freehold (Green-Title) subdivision; and
- Strata-Title subdivision.

Who is the decision-maker for subdivisions in Western Australia?

In Western Australia, the Western Australian Planning Commission (WAPC) is the decision-maker for subdivision applications.

What is the role of the local government in the subdivision process?

The local government (City of Busselton) acts as a referral agency in the subdivision process. All subdivision applications are submitted to the Western Australian Planning Commission (WAPC). Upon receipt, the WAPC refers the application to the relevant local government, public authorities, and utility service providers for comment for a period of 42 days.

During this referral period, the local government (City of Busselton) assesses the proposed subdivision in accordance with the applicable planning framework and provides a referral response and recommendation to the WAPC to approve, refuse, or defer the application. The referral response may advise recommended conditions to be imposed on the final decision letter.

Prior to making a decision, the WAPC considers all feedback received from relevant authorities. If the subdivision is supported, the WAPC will issue an 'Approval Subject to Conditions' letter, which will contain conditions that the applicant must meet before final approval can be granted.

What will the local government consider when assessing a proposed subdivision?

When considering a proposed subdivision, the local government (City of Busselton) will conduct an assessment against the relevant planning framework, including but not limited to the Local Planning Scheme, Structure Plan/s and Residential Design Codes. Additionally, factors such as vehicle access, drainage, provision of public open space (where applicable), effluent disposal, bushfire management requirements etc... and other relevant matters will be considered.

What is the minimum site area requirements for subdivision?

All Communications to:

T (08) 9781 0444
E city@busselton.wa.gov.au

Locked Bag 1 Busselton WA 6280
www.busselton.wa.gov.au

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The minimum site area for lots varies depending on the 'zoning' and 'density code' (where applicable) of the subject site. Guidance to the minimum site area requirements in the various zones is outlined below.

- Residential zoned land
On land zoned Residential, the minimum and average Site Area requirements are prescribed under Table D of [State Planning Policy 7.3 Residential Design Codes](#) (R-Codes).
- All other zoned land
For all other zones (eg Rural, Rural Residential etc...) the minimum Site Area requirements are provided in the [City of Busselton Local Planning Scheme No. 21](#).

How do I find the zoning or density code of my land?

Please refer to the City's [Online Property Maps](#) to search general property information.

If you need assistance navigating the Online Property Maps, please refer to the [How to Guide - Online Property Maps \(Search General Property Information\)](#).

Will I be liable for Developer Contributions?

Yes. The development or subdivision of land generates increased demands for new and/or upgraded infrastructure to support the growing needs of the community. Developer Contributions are payments allocated to help fund the additional infrastructure necessary to accommodate this growth.

In accordance with the *City of Busselton Local Planning Scheme No. 21* (Scheme) a Cost Contribution is to be applied at the first available stage of development or subdivision.

Cost Contributions are calculated on the number of new lots and/or dwellings proposed. Where subdivision is proposed, a Cost Contribution will be sought on a per lot basis at the subdivision approval stage. This means that for each additional lot created through subdivision beyond a Single House, a Cost Contribution will be required.

Development Contribution costs are available on the City's website [here](#)

Please refer to the Scheme for further information.

What else do I need to consider?

Development control and operational policies guide decision making in relation to subdivision and development applications.

Please refer to the WAPC website for further information via the following links:

<https://www.wa.gov.au/organisation/departments-of-planning-lands-and-heritage/development-control-and-operational-policies>

<https://www.wa.gov.au/government/publications/liveable-neighbourhoods>

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Where can I find information regarding the subdivision process?

Further information regarding the subdivision process, including application forms, guidelines, checklists and frequently asked questions is available at the WAPC website via the following link:

<https://www.planning.wa.gov.au/planning-applications/planning-forms--guidelines-and-fees/subdivision-application-forms--guidelines-and-checklists>

Further Assistance

Should you require further assistance regarding the subdivision process, or you are unsure if there is potential to subdivide your property, it is recommended that you engage with a suitably qualified consultant or licensed surveyor.

If you need further help, contact Planning at (08) 9781 1731 or lodge an enquiry request online:

<https://www.busselton.wa.gov.au/council/report-an-issue-or-request-assistance>

***** Disclaimer *****

This FAQ sheet is intended for general information purposes only and should not be relied upon as a comprehensive source of guidance. For accurate and official information, please consult the relevant planning framework, Local Laws and applicable legislation. The City of Busselton accepts no liability for any errors, omissions, or reliance on the information contained herein.

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