

Functional Layout Plan Submission Form

Subdivision Estate Name & Stage No.:	
Permit Reference No. (WYP):	
Consultant Group:	Contact Email:
Contact Name:	Contact Phone:

The following completed package must be submitted to Council to enable commencement of the Functional Layout Plan checking and approval process. Failure to submit **all** documentation will result in the submission being **rejected**.

	ENCLOSED
<p>1. One (1) Set of Functional Layout Plan Drawings (PDF file format)</p> <ul style="list-style-type: none"> • The FLP must be consistent with the relevant PSP and must include: <ul style="list-style-type: none"> ○ The subdivision layout, including preliminary street names, lot areas, lot numbers & road reserve width; ○ Topography and existing features, including contours for the subject land; ○ Typical cross sections for each road, demonstrating service offsets and street trees; ○ Location and alignment of kerbs, indented parking bays, footpaths, shared paths, bus stops and traffic control devices (signals, roundabouts, splitter islands, etc.) including swept path diagrams and turning templates; ○ The proposed minor drainage network; ○ The proposed major drainage system including outfall drains, wetlands and/or waterways; ○ Overland flow paths (100 year ARI) to indicate how excess runoff will be safely conveyed to its destination; ○ The drainage outfall system indicating a legal point of discharge for all allotments; ○ Preliminary location of reserves for electrical kiosks; ○ Works external to the subdivision, including both interim and ultimate access arrangements; and ○ Provision of notional on-street parking for all lots at a rate of one car space per dwelling. 	
<p>2. Copy of endorsed permit plan (PDF file format)</p>	

Please note that electronic submissions must be clearly identified and attachments labelled as per the relevant check sheet item listed above. Submissions can be made via **Objective Connect** (please contact subdiveng@wyndham.vic.gov.au to create an Objective Connect account)

Privacy Collection Statement

Council is collecting the information on this form so that it may consider your application and respond accordingly. The information will be used for administration purposes and will not be disclosed to any other party except as permitted and required by law.