

CERTIFICATE OF COMPLIANCE FOR SUBDIVISION

After a subdivision application has been approved by the Municipal Corporation, the applicant must then apply for a certificate of compliance from the said Municipal Corporation.

Please be advised that the following is required in order to obtain a certificate of compliance from the St. James Municipal Corporation in order to obtain titles for a subdivision from the Titles Office:

1. Copy of Prechecked Plan/Diagram
 2. Surveyor's Declaration
 3. Cover Letter requesting Certificate
 4. Application Fee
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- Please note that before submission of an application for certificate of compliance, all infrastructure works for the subdivision must be completed if stated in the conditions of approval obtained from the Corporation.
 - Once application has been submitted, the Superintendent of Roads and Works, St. James Municipal Corporation will do a site visit to confirm that the conditions as set out in the approval have been complied with.
 - Once the Superintendent is satisfied with the conditions being met, the application will be presented before a committee of the Corporation for approval.