

VicSmart Checklist 6

Construct a building or works in an overlay



Pre-application discussion: Was there a pre-application meeting? Who with and when? No

Yes – Planning Officer: Date:

Yes – Building Surveyor: Date:

Under building regulations, fences on corner allotments need to respond to safety in relation to vehicle sight lines and pedestrians.

Information Requirements

For all planning permit applications the following **MUST** be provided:

- A fully completed application form
 - Ensure you have entered the correct address of the land, an accurate description of your proposal, a current email address and phone number, that the Applicant address is the correct postal address, and that the form is signed and dated.
- The application fee
- A full and current copy of the Certificate of Title (dated within 3 months of your application), including the title plan/diagram showing any relevant covenants and restrictions. Provide confirmation that the present boundaries are the same as the title boundaries.

Office Use

Yes

Accompanying Information

Note: Council may reduce the information that you need to provide but cannot ask for more information than listed. Please check the information requirements with us. The following information must be provided as appropriate.

- Drawings (plans) that are A3 size, fully dimensioned, have a north arrow, are to scale (i.e. 1:100 @ A3), and include a scale bar, showing:
 - The location, shape and size of the site.
 - The location, length, height and design of the proposed fence including details of materials.
 - The location of any existing buildings, including fences and trees.
 - For land in a Neighbourhood Character Overlay, any buildings proposed to be demolished.
- For land in a Neighbourhood Character Overlay, a written description of the proposal including:
 - The built form and character of adjoining and nearby buildings.
 - How the proposal responds to the key features and objectives specified in the schedule to the overlay.
 - If demolition is proposed, the reason for the demolition.
 - How the proposal meets the requirements of Clause 54.02-1, 54.02-2, 54.03-1, 54.03-2, 54.03-3, 54.03-4, 54.04-1, 54.04-2, 54.04-3, 54.04-4, 54.06-1, 54.06-2, including any Clause 54 modification specified in the schedule to the overlay.
- For land in a Design and Development Overlay, a written description of the proposal including:
 - How the proposal responds to the design objectives specified in a schedule to the overlay.
 - How the proposal meets the requirements specified in a schedule to the overlay.
 - The built form and character of adjoining and nearby buildings.
- The built form and character of adjoining and nearby buildings.

Office Use Only

Checked by: _____

Signature: _____

Date: _____

VicSmart Checklist 6

Construct a building or works in an overlay



Note:

- ① If the land is in a Residential Zone also complete **Checklist 4 Front Fence in a Residential Zone**.
- ① If the land is in a Heritage Overlay also complete **Checklist 8 Heritage Overlay**.
- ① If the land is in a Special Building Overlay also complete **Checklist 9 Special Building Overlay**.
- ① Please ensure your development complies with the Electrical Safety (Installations) Regulations 2009 relating to minimum distance of structures from power cables. This aspect is not reviewed during assessment of planning or building applications, and non-compliance may affect construction. For further information contact Energy Safe Victoria - <http://www.esv.vic.gov.au/>

Office Use Only

Checked by: _____

Signature: _____

Date: _____