



When and why do I need a planning permit for a fence?

A planning permit is required for any fence if a building is under a Heritage Overlay. In some instances planning approval is also required under a Special Building Overlay or in a Residential 1 Zone.

The historic streetscapes prevalent throughout the City of Port Phillip are unique and highly valued by the City's residents. Their retention forms a central aspect of our ability to achieve social and cultural sustainability as the use of appropriate colours helps to restore and maintain the character of original period buildings into the future.

Fences form an integral, yet remarkably fragile element of the environment. When planning changes to a fence, whether a reconstruction of appropriate infill fencing, or repair and restoration of an old fence, certain principles need to be respected to retain the heritage significance of the building and the streetscape. The use of an appropriate fence style can greatly improve the appearance of a building and add integrity to the overall presentation of the property.

Front fences should maintain the approach used in traditional fencing. Fencing that allows some visual transparency should be used in preference to solid fencing. Generally, fence heights should not exceed 1.2 metres and fencing should be of a design that compliments that of the building. Exact historical replication of fences is not usually necessary unless it is the main objective. If you wish to achieve exact replication it is best to obtain expert advice.

Council provides a free advisory service to owners of all residential historic buildings in the municipality. **It is strongly recommended that you discuss your proposal with us prior to lodging an application.**

To ensure that we can process your application as quickly as possible, please read the following checklist carefully and ensure that you have provided all the necessary documentation. If you are unclear on any aspect of your application, we encourage you to arrange an appointment with our Fast Track planner to discuss your proposal.

Your application must include the following items, otherwise your application will not be lodged:

- A fully completed **Application for Planning Permit 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.
- 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.
- Drawings (plans)** including but not limited to a fully dimensioned site plan and elevation(s) showing the following:
 - The location of the fence on the site, including the distance from the property boundaries/ setbacks and the location, size and proposed changes (if any) of any existing fence(s).
 - The height, length and design of the new fence, including details of any proposed gates and details of proposed materials and finishes.
 - Drawings must be **A3 size**, include a north arrow (not required on elevations), be to scale (i.e. 1:100 @ A3), and include a scale bar.
- At least two **colour samples** (generic colour samples are available at the Planning & Building counter).
- Photos** of the subject site and the street (optional but highly desirable especially for retrospective approval).

Please note that this checklist is prescriptive only and that additional information may be required depending on the particulars of the application.

Apply online for your planning permit – visit www.portphillip.vic.gov.au/apply-for-planning-permit.htm