

This fact sheet is designed to help with lodging a planning permit application for a single dwelling or extension on a lot under 500sqm. It includes advice on:

- Items to be aware of in the planning scheme that may affect your application;
- The assessment criteria for the proposed development; and
- Information that needs to be provided with the application.

Proposals for single dwellings or extensions on lots under 500sqm requires a planning permit.

The standards in Clause 54 of the Bayside Planning Scheme will apply. The schedule to the residential zones or a Neighbourhood Character Overlay may specify local variations to these standards.

An application for a planning permit must include a neighbourhood and site description and a design response. Before the application proceeds, Council Officers must indicate whether the neighbourhood and site description is satisfactory.

## Planning scheme provisions

Your application must address all parts of the planning scheme. This includes:

- Any relevant state policies contained in the State Planning Policy Framework (SPPF), in particular Clause 14.02, Clause 16 and Clause 19.03;
- The local policy context contained in the Local Planning Policy Framework (LPPF), which is made up of a Municipal Strategic Statement and local planning policies;
- The purpose and requirements of the zone applying to the land;
- The purpose and requirements of any overlay applying to the land; and

- The residential development provisions in the Bayside Planning Scheme in particular Clause 54 and Amendment C2.

Council's decision-making on permit applications is influenced by many parts of the planning scheme, not just Clause 54. Therefore, before starting to prepare your application, it is essential that all aspects of the policies and provisions applying to the land are considered.

## Assessment criteria

Part of the assessment used by Council is the Bayside Planning Scheme. A summary of the assessment criteria is on the reverse side of this fact sheet.

## Information to be provided

It is recommended that a pre-application meeting with a Council Planner be made to establish the extent of information required for the planning application. For further information refer to the Bayside City Council 'Lodging a Planning Application' brochure.

## Where can you get more information?

More information about the assessment of planning applications is available in Using Victoria's Planning System from the Department of Sustainability and Environment.

General practice notes are also available about:
















- *Understanding neighbourhood character; and*
- *Making a planning application for a dwelling in a residential zone.*

Other helpful sites for information include:

[www.bayside.vic.gov.au](http://www.bayside.vic.gov.au)

[www.dse.vic.gov.au](http://www.dse.vic.gov.au)

# Assessment criteria – Single dwellings or extensions on lots under 500sqm

Standard	Some design issues to be addressed
<p><i>Neighbourhood character</i></p> 	<p>Does the development respond appropriately to the existing neighbourhood character in terms of height, bulk, setback, building detailing or garden character?            What design elements of the buildings in the neighbourhood should be responded to in your design?            Does the development respect the existing or preferred neighbourhood character and respond to the features of the site?</p>
<p><i>Integration with the street</i></p> 	<p>Is the development designed to relate to the streetscape through low and permeable front fencing?            Is there passive surveillance of the streetscape and any abutting open space from the dwelling?            Is the development orientated to front existing streets?</p>
<p><i>Street setback</i></p> 	<p>Does the development meet the requirements of Rescode in regards to setbacks?            Does the development allow for transition in the streetscape setbacks?            What is the prevailing setbacks for the neighbourhood?</p>
<p><i>Building height</i></p> 	<p>Is the development less than two storeys or less than 9m in height for a flat site?            Does the height of the development respond to the neighbourhood character in terms of scale and bulk?</p>
<p><i>Site coverage</i></p> 	<p>Does the site coverage including garages, outbuildings and any other roofed areas cover less than 50 per cent of the site as required by Amendment C2?</p>
<p><i>Energy efficiency</i></p> 	<p>Is the development orientated to maximise use of solar energy?            Will the development be sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced?</p>
<p><i>Permeability</i></p> 	<p>To lessen the impact on the existing infrastructure, is at least 20 per cent of the site not covered by impervious surfaces?</p>
<p><i>Significant trees</i></p> 	<p>Does the development allow for retention or planting of trees?            Has the development provided for the replacement of any significant trees that have been removed in the 12 months prior to the application being made?</p>
<p><i>Parking</i></p> 	<p>Have two car spaces been provided per dwelling at the correct size?</p>
<p><i>Side and rear setbacks</i></p> 	<p>Is the new building set back appropriately from the side and rear boundaries to avoid issues of overshadowing or overlooking?            Is adequate area allowed for landscaping?</p>
<p><i>Walls on boundaries</i></p> 	<p>Does the development minimise the impact of bulk should walls be located on the boundary?</p>
<p><i>Daylight to existing windows</i></p> <p><i>North-facing windows</i></p> 	<p>What implications does the location of your neighbour's private open spaces and habitable room windows have for your design?            How and where might buildings be sited to allow sunlight into living areas and private open space?</p>
<p><i>Overshadowing open space</i></p> 	<p>Will the development minimise the impact of overshadowing on the open space provided?</p>
<p><i>Private open space</i></p> 	<p>Does the development have an open space area of 80sqm or 20% of the area of the lot, whichever is the lesser, but not less than 40 square metres?            Is the secluded open space area adequate?</p>
<p><i>Front fences</i></p> 	<p>Does the proposed front fencing complement the design of the dwelling and any front fences on adjoining properties?            Is the fence no higher than 1.2 metres (unless transparent)?</p>