



This information sheet has been prepared to assist people with the Colac Otway Planning Scheme as it relates to residential development within the General Residential Zone, the Neighbourhood Residential Zone and the Township Zone.

This information sheet should be read in conjunction with the **General Planning Application Checklist**, available to download from the Colac Otway Shire website or by contacting the Planning Team (details below).

COLAC OTWAY PLANNING SCHEME

The planning scheme includes provisions relating to residential development. Some of the key considerations for applications are identified below.

State Planning Policy Framework

The two key areas for residential policies within the State section of the planning scheme are:

- Built Environment and Heritage (Clause 15), which specifically relates to matters of residential design.
- Housing (Clause 16), which relates more to housing diversity and associated infrastructure.

Local Planning Policy Framework

The 'Settlement' (Clause 21.03) section of the planning scheme includes shire wide objectives and strategies, and more specific objectives and strategies for the main townships. Policies for Cultural Heritage are included at Clauses 21.04-9 and 22.01.

Land without reticulated sewerage

If reticulated sewerage is not available to the site, the first step is to undertake a Land Capability Assessment to identify if the land is capable of treating and retaining all wastewater in accordance with the State Environment Protection Policy (Waters of Victoria) under the *Environment Protection Act 1970*.

One dwelling on a lot

An application to construct or extend a single dwelling on a lot less than 300sqm within the General Residential Zone (Clause 32.08-3), Neighbourhood Residential Zone (32.09-4), Township Zone (Clause 32.05-5) and/or the Neighbourhood Character Overlay (Clause 43.05) must meet the requirements of Clause 54.

Two or more dwellings on a lot

An application associated with two or more dwellings on a lot within the General Residential Zone (Clause 32.08-4), Neighbourhood Residential Zone (Clause 32.09-5) or Township Zone (Clause 32.05-6) must meet the requirements of Clause 55.

Overlays

Some overlays include design and character provisions that will be key considerations in the design process if applicable to the subject site. They include the Heritage Overlay, Neighbourhood Character Overlay, and Design and Development Overlay.

What needs a planning permit?

In general, the following development requires a planning permit within the General Residential Zone, the Neighbourhood Residential Zone and the Township Zone:

- To construct or extend a single dwelling on a lot less than 300sqm.
- To construct two or more dwellings on a lot.
- To construct a dwelling if there is at least one dwelling existing on the lot.
- To extend a dwelling if there are two or more dwellings on the lot.
- To construct or extend a residential building (such as a boarding house, residential hotel, hostel or nursing home).
- To construct or extend a dwelling on common property.
- To construct a fence within 3m of the front boundary if:
 - o the lot is less than 300sqm;
 - o there are more than two dwellings on the lot; or
 - o the height of the fence is greater than 2m where the land abuts a Road Zone, Category 1; or
 - o the height of the fence is greater than 1.5m for all other land.

NOTE: The number of dwellings on a lot in the Neighbourhood Residential Zone must not exceed two

It is noted that some exemptions apply to development as identified in Clause 62 of the Colac Otway Planning Scheme.

A permit may also be required for development if the land is affected by an overlay.



CONTACT

(03) 5232 9400

101-105 Gellibrand Street, Colac

PO Box 283, Colac

inq@colacotway.vic.gov.au

www.colacotway.vic.gov.au



What is a Neighbourhood and Site Description?

All applications for residential development must include a neighbourhood and site description as detailed in Clause 54.01-1 or 55.01-1 (whichever is relevant to the proposal).

A neighbourhood and site description must accurately describe the existing characteristics (features and constraints) of the neighbourhood and the site. It may use a plan, photographs and other techniques.

The neighbourhood and site description plan should include a minimum of two properties on either side of the subject site, those properties at the rear and those on the opposite side of the street. A greater extent of the neighbourhood may need to be shown depending on the scale of the proposal. This should be clarified with a Planning Officer at your pre-application meeting.

Site analysis is more than just collecting information about the site. The site analysis should identify issues that will influence the design of a development in order to make a considered response to both site opportunities and constraints, to provide a good quality living environment, and respect, acknowledge and improve the character of the area.

The DTPLI Planning Practice Note (No. 16), *Making a Planning Application for One or More Dwellings in a Residential Zone* (Nov. 2013) provides guidance on how to prepare a Neighbourhood and Site Description. The table on pages 4 and 5, in particular, is a very useful tool. See below for details of how to access the DTPLI practice notes.

What is Neighbourhood Character?

Neighbourhood character has been widely defined as the qualitative interplay of built form, vegetation and topographic characteristics, in both the private and public domains, that make one place different from another.

Respecting neighbourhood character does not mean preventing change, mimicry or pattern book design, or limiting the scope of design interpretation and innovation. Instead, it means designing the development in response to the features and characteristics identified in the neighbourhood.

The DPCD Planning Practice Note *Understanding Neighbourhood Character* (Dec. 2001) provides detailed information about how to identify key neighbourhood character features.

What do I need to submit with my application for residential development?

In addition to all the information identified on the **General Planning Application Checklist**, you must provide:

- A Neighbourhood and Site Description as required by Clause 54.01-1 or 55.01-1 (whichever is relevant to the proposal).
- A Design Response as required by Clause 54.01-2 or 55.01-2 (whichever is relevant to the proposal). The design response is generally presented as a plan with notations and supported by a written submission. The design response must include correctly proportioned street elevations or photographs showing the development in the context of adjacent buildings.
- Land Capability Assessment (if no reticulated sewerage).

Please note, additional information may be required depending on the nature of the application and if overlays apply.

What is a Design Response?

A design response is required for all applications for residential development under Clause 54.01-2 or 55.01-2 (whichever is applicable to the application).

Your neighbourhood and site description should be used as the basis for designing the proposed development. Your design response should explain how the development will relate to the characteristics (features and constraints) of the site and the neighbourhood.

The design response must include correctly proportioned street elevations and/or photographs showing the development in the context of adjacent buildings.

Planning Practice Notes

The Planning Practice Notes referred to above are available from the website www.dtpli.vic.gov.au/planning. Links are also provided on Council's website.

IT IS ALWAYS BEST TO DISCUSS YOUR PROPOSAL WITH A PLANNING OFFICER BEFORE LODGING THE APPLICATION. PLEASE CONTACT THE PLANNING TEAM TO MAKE AN APPOINTMENT.

CONTACT

(03) 5232 9400

101-105 Gellibrand Street, Colac

PO Box 283, Colac

inq@colacotway.vic.gov.au

www.colacotway.vic.gov.au