

Fact Sheet

Commercial / Industrial shed (outbuilding)



This fact sheet will help you lodge a Development Application (DA) for a shed (outbuilding) in a commercial / industrial zone.

This fact sheet provides general information and is a guide only.

If your shed (outbuilding) is **not** an exempt development, you will need to get *development consent* from Council. To do this, you need to lodge a *development application*.

Council assess a development application by looking at the design and where the shed (outbuilding) is located on the site, using the design controls in the Berrigan Shire Council [Development Control Plan \(DCP\)](#).

Council also assess a development application using the zone requirements in the Berrigan Local Environment Plan and neighbourhood character.

Council must ensure well-designed industrial environments for the current and future Shire, including the overall design, whether adequate car parking and vehicle access and landscaping is provided. The use of the outbuilding must not unreasonably interfere with the amenity of the area or the enjoyment of adjoining land by reason of noise transmission, vibration, smell, wastewater, waste products or otherwise.

Before lodging a development application, we encourage you to have a pre-application meeting with us. This is a complementary service. Council officers will be able to advise you on:

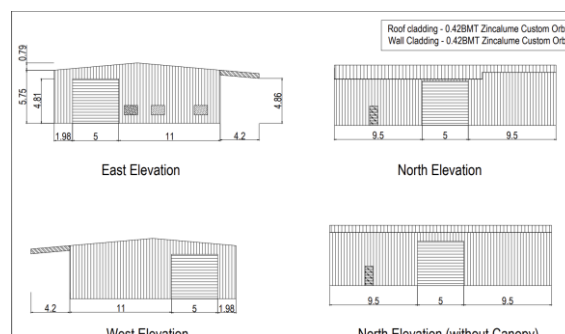
- whether your design is in line with the relevant zone and design controls;
- what documents and information is required, and, if what you have already prepared is sufficient;
- how to talk to any affected properties and lodging information to show their support.

We recommend that you seek advice from the following:

- a drafts person and / or architect
- a suitably qualified Structural Engineer (to confirm their requirements and fees)
- the relevant service authorities

We recommend that you obtain the following information:

- Land constraints affecting the land. This information is available in a Section 149 certificate which can be applied for from Council (fee applicable).
- Council held plans and documents from Council (fee applicable).



Berrigan Shire Council

56 Chanter Street, Berrigan NSW 2172

(03) 5888 5100 www.berriganshire.nsw.gov.au

Application Requirements



The NSW Planning Portal will prompt you to upload the following information as part of your development application:	
Owners Consent - This is required if the applicant is not the owner. This is essentially a <i>signed statement</i> giving the applicant permission to apply for development consent on behalf of the property	<input type="checkbox"/>
Certificate of Title - This is an official document issued to a land buyer by relevant authorities as proof of ownership of the property. It must be recent (3 months or less) and include all pages. Contact NSW Land Registry Services to obtain a copy (fee applicable).	<input type="checkbox"/>
Site Plan (Aerial) - This is an aerial view showing your property and where the outbuilding will be. On this plan you must show the north point, and the location of relevant existing structures, the location of proposed structures, the setback of structures from each property boundary (in metres), stormwater connection, vehicle crossing and driveway. It is also useful if you show the properties either side of your property who might be affected by your outbuilding.	<input type="checkbox"/>
Floor Plan - This plan will detail the dimensions and any slab and/or footing details and accessible facilities (note: If not shown on this plan, details of accessible car parking spaces and the size of accessible facilities, paths of travel and door opening size etc will need to be confirmed at the construction certificate stage). Outbuildings must be non-habitable and used for purposes normally associated with a commercial / industrial use. No use other than storage is permitted.	<input type="checkbox"/>
Elevations - These will show what the outbuilding will look like on all sides and should be labelled North, East, South and West. The plans need to show the wall height and maximum building height (to the roof ridge) with dimensions in metres measured from above natural ground level (NGL) and finished floor level (FFL). Details of signage should be included, if relevant.	<input type="checkbox"/>
Specifications - This plan will show details of the materials, structural information and connections. Outbuildings must be finished in muted tones and of non-reflective materials to ensure limited impact on the built environment.	<input type="checkbox"/>
Statement of Environmental Effects - This can be a letter justifying the outbuilding and addressing any environmental effects or mitigating measures.	<input type="checkbox"/>
Fees - There is a fee charged by the Portal for lodging the application. There is a fee charged by NSW Land Registry Services for a Search / Title. The application fee for your development application is invoiced to you, by Council and can be paid over the phone using a card, or, by bank transfer.	<input type="checkbox"/>

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