

Fact Sheet

Multi Units / Residential Dwellings



This fact sheet will help you lodge a Development Application (DA) for multiple dwellings located in the RU5 Village zone, or in the R5 Large Lot Residential zone.

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

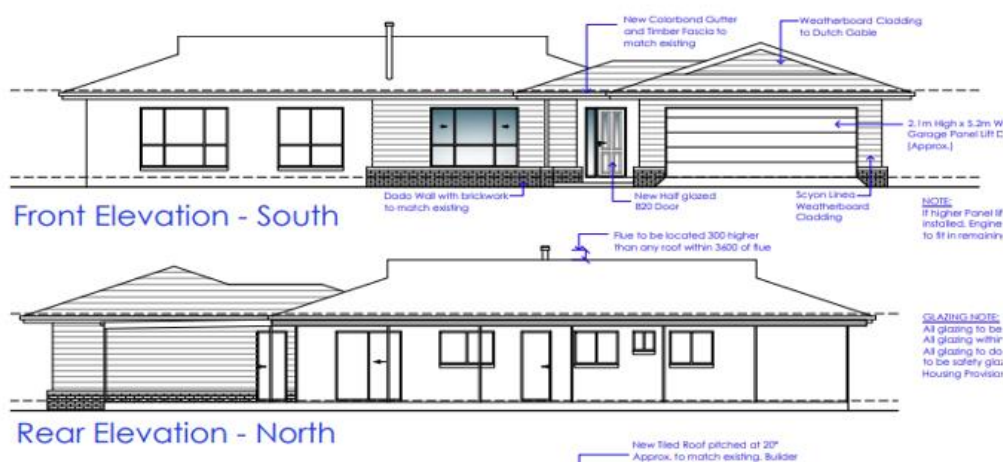
Council assess a development application by looking at the design of the dwellings using the design controls in the Berrigan Shire Council [Development Control Plan \(DCP\)](#).

Council also assess the development application using the zone requirements in the Berrigan Local Environment Plan (<https://legislation.nsw.gov.au/view/whole/html/2016-04-29/epi-2013-0587#sec.2.2>), and neighbourhood character.

In assessing any development application, Council needs to ensure well-designed residential environments for current and future residents of the Shire.

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 the dwelling designs 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 neighbours and how they can lodge information to show they support your application; and
- whether your dwellings meet the provisions of a *Complying Development* (which is a combined planning and construction approval) and if you should seek assistance from a private certifier.



Berrigan Shire Council

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Application Requirements

The NSW Planning Portal will prompt you to upload the following information as part of your development application:	Done?
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 land owner.	<input type="checkbox"/>
A 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"/>
A Site Plan – This is an aerial view showing your property and where the dwellings / units will be. On this plan you must show the location of existing structures, the location of proposed structures, the setback of structures from each property boundary (in metres), stormwater connection (if applicable), vehicle crossing and driveway clothesline. It is also useful if you show the properties immediately next to you (and if they have provide open space or windows facing your property).	<input type="checkbox"/>
A Landscape Plan – This plan should show details of any ground preparations, the layout of plantings (their species and height etc), location and type of trees to be removed, erosion and sediment control measurements etc.	<input type="checkbox"/>
Floor Plans – These plans will have a north point, and will show the full layout of the new dwellings with dimensions and layout of proposed rooms. It may also show slab and/or footing details.	<input type="checkbox"/>
Elevations – These plans will show what the dwellings will look like on all sides and should be labelled North, East, South and West. The plans need to show the overall wall height and maximum building height (to the roof ridge) with dimensions in metres measured from natural ground level (NGL) and finished floor level (FFL).	<input type="checkbox"/>
Sections & Specifications – These plans will show a cross-section(s) through the dwellings, and, details of the materials, structural information and connections.	<input type="checkbox"/>
Statement of Environmental Effects – This is a written statement explaining the likely impacts of the proposal and explain how environmental impacts will be minimised.	<input type="checkbox"/>
BASIX report – This is required for works >\$50,000. It must be dated within 3 months of lodgement to the Portal.	<input type="checkbox"/>
Covering Letter / Report - This should provide written justification for the proposal and respond to all relevant policy in the Berrigan Local Environmental Plan (LEP) and the Berrigan Shire Development Control Plan (DCP).	<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"/>