

Fact Sheet

Residential Dwelling



This fact sheet will help you lodge a Development Application (DA) for a residential dwelling 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.

If you want to construct a residential dwelling, in most cases, you will need to get *development consent* from Council. To do this, you need to lodge a *development application* for a residential dwelling.

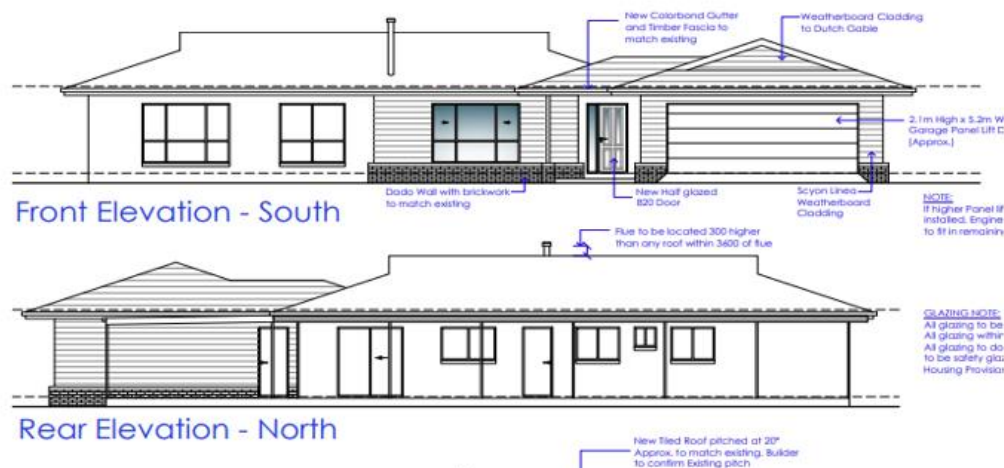
Council assess a development application by looking at the design of the dwelling and where it is located on the site, using the **design controls** in the Berrigan Shire Council [Development Control Plan \(DCP\)](#).

Council also assess a development application using the zone requirements in the Berrigan Local Environment Plan (<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 need 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 your dwelling 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 neighbours and how they can lodge 'neighbour consent' to show their support; and
- whether your dwelling meets 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

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 (DA):	Done?
Owners Consent - This is essentially a <i>signed statement</i> giving the applicant permission to apply for development consent on behalf of the property owner. It is required if the applicant is not the owner.	<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 (note: there is a fee applicable).	<input type="checkbox"/>
Site Plan (Aerial) - This is a plan showing your property and where the dwelling will be. On this plan you must show the north point, and the location on the site of relevant existing structures, the location of proposed structures and the new dwelling, the setback of them from each property boundary (in metres), stormwater connection (if applicable), any vehicle crossing and driveway, clothesline and rainwater tanks. It is also useful if you show the properties on either side who might be affected by your dwelling because they have private open space or windows facing your property etc.	<input type="checkbox"/>
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 Plan - This plan will detail the full layout, room names and dimensions of the dwelling (width, length, height) in metres. It may also show slab and/or footing details.	<input type="checkbox"/>
Elevations - These plans will show what the dwelling will look like from all sides, and should be labelled North, East, South and West. These plans need to show the wall height and maximum building height (to the top of the roof) with dimensions in metres measured from above natural ground level (NGL) and finished floor level (FFL). A colour schedule confirming the materials, colour and whether they are non-reflective is also useful.	<input type="checkbox"/>
Specifications - This plan will show details of the materials, structural information and connections to water, stormwater, drains, electricity etc.	<input type="checkbox"/>
Statement of Environmental Effects - This can be a letter justifying why the dwelling is needed and addressing any environmental effects and mitigating measures.	<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 dwelling 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"/>

Application Requirements

You may also be prompted, on the NSW Planning Portal, to upload the following information as part of your development application in some circumstances:	Done?
A Demolition Work Plan - This plan details all buildings and structures to be removed / demolished. It will also outline how the materials, and waste materials, will be disposed of, and if there is any known asbestos material on the site that will be disturbed as a result of the demolition works.	<input type="checkbox"/>
A BAL Bushfire Assessment Report - If your property is located in bushfire prone land, a Bushfire Attack Level report must address the extent to which your proposal conforms with or deviates from the specifications set out in the PBP 2019	<input type="checkbox"/>
A Flood Risk Assessment	<input type="checkbox"/>
A Tree Biodiversity Report	<input type="checkbox"/>
A Heritage Report	<input type="checkbox"/>
A Geological Soil Report	

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