



Minor Residential Development Guide



Coolamon Shire Council

August 2016

(Version 1.1)

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1.1 Development Application Forms and Fees

A fee determined by Council must accompany the application. In the case of a building or work the fee is based upon the estimated cost of that building or work.

You must obtain the consent of the landowner. **If there is more than one landowner, every owner must sign.** If the application form is not signed by the landowner(s), Council will not accept your application.

(Please refer to the full “Development Application Preparation and Lodgement Guide” for complete details on land owner consent requirements, including specific requirements for company ownership.)

Note: If the proposed works affect a joint wall or fence, consent of both property owners is required.

On the Development Application form you must indicate if you are seeking approval under Section 68 of the *Local Government Act 1993* (e.g. for sewer or stormwater works), or approval from another government agency (e.g. integrated development).

For more information please refer to pages 11, 12, and 17 and Appendix 2 in Council’s Development Application Preparation and Lodgement Guide.

1.2 Developer Contributions

Section 94 of the *Local Government Act 1993* enables Council to levy contributions, where anticipated development will or is likely to increase the demand for public facilities. You can view Council’s Section 94 Contribution Plan on our website www.coolamon.nsw.gov.au

For more information please refer to page 17 in Council’s Development Application Preparation and Lodgement Guide.

1.3 Statement of Environmental Effects (SEE)

A SEE is a written report outlining the likely environmental impacts of the proposal. It also describes how the environmental impacts have been identified and the steps to be taken to protect the environment or to lessen the expected impacts. The SEE should include the following information as a minimum:

- Description of the development and site
- Compliance with relevant planning controls and standards
- Site suitability and present and previous uses
- Environmental impacts (e.g. privacy, views, overshadowing, acoustic privacy, air pollution, and noise pollution)
- Social and economic impacts
- Pedestrian and vehicle movements
- Stormwater management, wastewater management, and soil erosion control

Council’s Statement of Environmental Effects – Attachment C document may be used for single residential dwellings (single storey in a residential zone only, excluding the Heritage Conservation Area), single storey residential alterations and additions, and other domestic buildings and structures (e.g. sheds and swimming pools).

For more information please refer to Appendix 3 in Council's Development Application Preparation and Lodgement Guide.

1.4 Plans, Elevations and Sections

The site plan, floor plan, elevations and sections will clearly document the proposed buildings or works. If the proposal is for alterations and/or additions to an existing building, the new work is to be coloured. Please refer to Appendix 2 in Council's Development Application Preparation and Lodgement Guide.

1.5 Shadow Diagrams

A shadow diagram will be required where the new buildings or additions are more than one storey in height, and/or where the lot size, orientation, slope of the land or adjoining buildings create the potential for overshadowing. The shadow diagram is typically prepared by an architect and illustrates the extent of shadows cast by existing and proposed buildings, including buildings on adjoining land and trees where relevant. The shadow diagram must be drawn to true solar north and needs to show the details specified in Appendix 2 in Council's Development Application Preparation and Lodgement Guide.

1.6 Flood Impact Statement

A Flood Impact Assessment will be required for all applications that are located on the floodplain. Clause 15.11 of Coolamon Shire Development Control Plan 2015 provides guidelines for developments located on flood prone land. Flood levels can be contained from Council. For more information regarding the preparation of a Flood Impact Assessment please refer to Appendix 2 in Council's Development Application Preparation and Lodgement Guide.

1.7 Statement of Heritage Impact

A statement of heritage impact is required where a development will result in an impact on a heritage item, item or property located within the heritage conservation area, or on land located within the vicinity of a heritage item and/or heritage conservation area. A statement of heritage impact may form part of a statement of environmental effects, and needs to include the following information:

- Description of the significance of an item, area or site
- Identification of the impact of a development proposal on that significance
- Description of how the proposal will minimise negative impacts
- Description of alternative development options that were considered before the preferred option was chosen and why those alternatives were discounted.

For more information please refer to Appendix 2 in Council's Development Application Preparation and Lodgement Guide.

NOTE: For development of land in the vicinity of a heritage item or a heritage conservation area, Council may require the preparation of a statement of environmental heritage depending on the nature of the development proposed and its potential impact on the heritage item or a heritage conservation area.

Generally, land within the vicinity of a heritage item and a heritage conservation area is land that abuts or is opposite the item or area. However, the Council may require a statement of heritage impact for land that is located beyond a common boundary with an item or area.

If your development will be located on land within the vicinity of a heritage item and a heritage conservation area, please consult with Council's Development Services Section to determine whether a statement of heritage impact is required.

In addition to a statement of heritage impact, the Council may require a conservation management plan to be submitted with an application involving a heritage item or a building, work, relic or place within a heritage conservation area.

1.8 BASIX Certificate

A BASIX assessment is mandatory for the following residential developments:

- new buildings that contain one or more dwellings,
- conversion of an existing building to a building that contains one or more dwellings,
- alterations and additions to buildings that contain one or more dwellings with a total estimated cost of works of \$50,000 or more,
- Swimming Pools with a capacity of 40,000 litres or more.

Applicants are required to carry out a self-assessment through the interactive website programme accessed at www.basix.nsw.gov.au. A valid BASIX certificate must be lodged with the development application to Council. If the proposal is for more than one of the specified building types, a separate certificate is required for each building.

The development application submitted to Council must be consistent with the proposal used in the BASIX assessment. Plans accompanying the application must be annotated with the agreed BASIX commitments set out in the certificate.

1.9 Disclosure Statement of Political Donations or Gifts

Political donations and gifts must be disclosed under section 147(4) and (5) of the Environmental Planning Assessment Act 1979 for applications or public submissions to a Council. Please refer to information contained in Appendix 8 of Council's Development Application Preparation and Lodgement Guide before filling out the Disclosure Statement.

2.0 Bushfire Assessment

When applying for development on land that is zoned as bush fire prone it will be necessary to demonstrate that the proposal is in accordance with the requirements of the NSW Rural Fire Service document 'Planning for Bushfire Protection 2006.' This document can be viewed via the RFS website www.rfs.nsw.gov.au

The information to be included in an assessment is included in Appendix 4 of the Planning for Bushfire Protection document, and is also summarised in Appendix 2 of Council's Development Application Preparation and Lodgement Guide.

Applications that are classed as integrated development will be forwarded to the NSW Rural Fire Service for assessment. All other developments on bush fire prone land will be assessed within Council.



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