

To build a new home or extend your existing residence, you must get Development Approval from Council. This includes two types of consent known as Development Plan Consent (Planning) and Building Rules Consent (Building). You can make the application for both of these together or separately.

## Planning Consent

An application for Planning Consent is assessed against the Development Plan, which is designed to guide the growth of the City of Port Lincoln in an orderly and economic manner. The Council will take into consideration the home's position and its impact on the streetscape and adjoining homes.

## Building Consent

To ensure the structural safety, health and fire protection of the home, an application for building consent is assessed against the technical standards of the Building Code of Australia or National Construction Code and other relevant standards.

The information provided in this guide aims to explain Council's requirements for new houses, and additions to existing houses on existing allotments of land.

Council's requirements for residential developments vary, depending on the zoning of the property. To find out which zone and precinct area a property is located in you may:

- Refer to the Mapping Section contained in the City of Port Lincoln's Development Plan
- Contact the City of Port Lincoln on 8621 2300

For more information regarding the objectives, desired character and principles of development control regarding a specific precinct area, please refer to the Port Lincoln City Council Development Plan.

## Design Requirements

In general dwellings should be designed within the following parameters, with some precincts varying slightly (See City of Port Lincoln Development Plan for Precinct specific information):

Parameter	Value
Minimum setback from primary road frontage	6 metres
Minimum setback from secondary road frontage	3 metres
Minimum setback from side boundaries where the side walls do not exceed 3 metres	1 metre
Minimum setback from side boundaries where the side walls do not exceed 6 metres	1.5 metres
Minimum setback from side boundaries where the side walls exceed 6 metres	1.5 metres plus the value of the wall height that exceeds 6 metres.
Minimum setback from rear boundary	3 metres
Maximum site coverage	50 per cent
Maximum building height (from natural ground level)	8.5 metres
Minimum number of on site car parking spaces other than for affordable housing (one of which should be covered)	2 spaces



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- Where a dwelling has direct frontage to a street the dwelling should be designed to provide surveillance and address the street.
- Entries to dwellings should be clearly visible from the streets that they front to enable visitors to identify a specific dwelling easily.
- The design of residential flat buildings should:
  - (a) define individual dwellings in the external appearance of the building
  - (b) provide transitional space around the entry
  - (c) ensure building entrances provide shelter, are visible and easily identifiable from the street.

## Overshadowing

The design and location of buildings should ensure that direct winter sunlight is available to adjacent dwellings, with particular consideration given to:

- (a) windows of habitable rooms, particularly living areas
- (b) ground-level private open space
- (c) upper-level private balconies that provide the primary open space area for any dwelling
- (d) access to solar energy.

Development should ensure that north-facing windows to habitable rooms of existing dwelling(s) on the same allotment, and on adjacent allotments, receive at least 3 hours of direct sunlight over a portion of their surface between 9am and 5pm on the 21 June.

Development should ensure that ground-level open space of existing buildings receives direct sunlight for a minimum of two hours between 9.00am and 3.00pm on 21 June to at least the smaller of the following:

- (a) half of this space
- (b) 35 square metres of this space (with at least one of the area's dimensions measuring 2.5 metres).

Development should not increase the overshadowed area by more than 20 per cent in cases where overshadowing already exceeds these requirements.

## Street and Boundary setbacks

Dwellings should be setback from allotment or site boundaries to:

- (a) contribute to the desired character of the area
- (b) provide adequate visual privacy by separating habitable rooms from pedestrian and vehicle movement.

Dwelling setbacks from side and rear boundaries should be progressively increased as the height of the building increases to:

- (a) minimise the visual impact of buildings from adjoining properties
- (b) minimise the overshadowing of adjoining properties.

Side boundary walls in residential areas should be limited in length and height to:

- (a) minimise their visual impact on adjoining properties



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(b) minimise the overshadowing of adjoining properties.

Carports and garages should be setback from road and building frontages so as to:

- (a) contribute to the desired character of the area
- (b) not adversely impact on the safety of road users
- (c) provide safe entry and exit
- (d) not dominate the appearance of dwellings from the street.

A habitable room window, balcony, roof garden, terrace or deck associated with a residential apartment building, should be setback at least 3 metres from allotment or site boundaries.

## Site Coverage

Site coverage should be limited to ensure sufficient space is provided for:

- (a) pedestrian and vehicle access and vehicle parking
- (b) domestic storage
- (c) outdoor clothes drying
- (d) a rainwater tank
- (e) private open space and landscaping
- (f) front, side and rear boundary setbacks that contribute to the desired character of the area
- (g) convenient storage of household waste and recycling receptacles.

## Private Open Space

Private open space (land available for exclusive use by residents of each dwelling) should be provided for each dwelling and should be sited and designed:

- (a) to be accessed directly from the internal living areas of the dwelling
- (b) generally at ground level to the side or rear of a dwelling and screened for privacy
- (c) to take advantage of but not adversely affect natural features of the site
- (d) to minimise overlooking from adjacent buildings
- (e) to achieve separation from bedroom windows on adjoining sites
- (f) to have a northerly aspect to provide for comfortable year-round use
- (g) to not be significantly shaded during winter by the associated dwelling or adjacent development
- (h) to be shaded in summer.

Dwellings should have associated private open space of sufficient area and shape to be functional, taking into consideration the location of the dwelling, and the dimension and gradient of the site.

Dwellings, particularly those with ground-level habitable rooms should include private open space that conforms to the requirements identified in the following table:



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Site area of dwelling	Minimum area of private open space	Provisions
250 square metres or greater	20 per cent of site area	Balconies, roof patios, decks and the like, can comprise part of this area provided the area of each is 10 square metres or greater.  One part of the space should be directly accessible from a living room and have an area equal to or greater than 10 per cent of the site area with a minimum dimension of 5 metres and a maximum gradient of 1-in-10.
Less than 250 square metres	35 square metres	Balconies, roof patios and the like can comprise part of this area provided the area of each is 8 square metres or greater.  One part of the space is directly accessible from a living room and has an area of 16 square metres with a minimum dimension of 4 metres and a maximum gradient of 1-in-10.

Dwellings with no ground level habitable rooms should provide private open space directly accessible from a habitable room, which conforms to the requirements identified in the following table:

No of Dwelling/Apartment Bedrooms	Minimum area of private open space (square metres)	Minimum Dimension (metres)
1 bedroom dwelling/apartment	8	2
2 bedroom dwelling/apartment	11	2
3+ bedroom dwelling/apartment	15	2

Private open space should not include driveways, effluent drainage areas, rubbish bin storage, sites for rainwater tanks and other utility areas, and common areas such as parking areas and communal open space in residential flat buildings and group dwellings, and should have a minimum dimension of:

- (a) 2.5 metres for ground level or roof-top private open space
- (b) 2 metres for upper level balconies or terraces.

Balconies should make a positive contribution to the internal and external amenity of residential buildings and should be sited adjacent to the main living areas, such as the living room, dining room or kitchen, to extend the dwelling's living space.

Rooftop gardens should be incorporated into residential flat buildings.

## Visual Privacy

Development should be designed to take advantage of coastal views while minimising direct overlooking into habitable room windows and onto the useable private open spaces of other dwellings from windows, especially from upper-level habitable rooms and external balconies, terraces and decks, through the adoption of one or more of the following:

- (a) building layout
- (b) location and design of windows and balconies
- (c) screening devices
- (d) landscaping
- (e) adequate separation.

29 Permanently fixed external screening devices should be designed and coloured to blend with the associated building's external material and finishes.



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## Car Parking and Access

Driveway crossovers should be single width and appropriately separated, and the number should be minimised to optimise the provision of on-street visitor parking.

On-site parking should be provided having regard to:

- (a) the number, nature and size of proposed dwellings
- (b) proximity to centre facilities, public and community transport within walking distance of the dwellings
- (c) the anticipated mobility and transport requirements of the likely occupants, particularly groups such as aged persons
- (d) availability of on-street car parking
- (e) any loss of on-street parking arising from the development (eg an increase in number of driveway crossovers).

Parking areas servicing more than one dwelling should be of a size and location to:

- (a) serve users, including pedestrians, cyclists and motorists, efficiently, conveniently and safely
- (b) provide adequate space for vehicles to manoeuvre between the street and the parking area
- (c) reinforce or contribute to attractive streetscapes.

On-site visitor parking spaces for group and multiple dwellings and residential flat buildings should be sited and designed to:

- (a) serve users efficiently and safely
- (b) not dominate internal site layout
- (c) be clearly defined as visitor spaces not specifically associated with any particular dwelling
- (d) ensure they are not sited behind locked garages and are accessible to visitors at all times.

Driveways on arterial roads that serve more than one dwelling should be designed to cater for the simultaneous two-way movements of the largest vehicles expected to enter and exit the site.

On-site parking and manoeuvring areas servicing development abutting arterial roads should be designed to enable all vehicles to enter and exit the site in a forward direction.

## Undercroft Garaging of Vehicles

Undercroft garaging of vehicles should occur only where:

- (a) the overall height and bulk of the development does not adversely impact on streetscape character or the amenity of adjacent properties
- (b) vehicles can safely exit from the site without compromising pedestrian safety or causing conflict with other vehicles
- (c) driveway gradients provide for safe and functional entry and exit
- (d) driveways and adjacent walls, fencing and landscaping are designed to provide adequate sightlines from vehicles to pedestrians using the adjacent footpath
- (e) openings into undercroft garage areas are designed to integrate with the main building so as to



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minimise visual impact

(f) landscaping, mounding and/or fencing is incorporated to improve its presentation to the street and to adjacent properties

(g) the overall streetscape character of the locality is not adversely impaired (eg visual impact, building bulk, front setbacks relative to adjacent development).

Buildings with four storeys or more above natural surface level should include provision for undercroft parking.

Semi-basement or undercroft car parking should be suitably integrated with building form.

In the case of semi-basement car parks where cars are visible, adequate screening and landscaping should be provided.

## **Siting and Visibility**

Development should be sited and designed to minimise its visual impact on:

- (a) the natural, rural or heritage character of the area
- (b) areas of high visual or scenic value, particularly rural and coastal areas
- (c) views from the coast, near-shore waters, public reserves, tourist routes and walking trails
- (d) the amenity of public beaches.

Buildings should be sited in unobtrusive locations and, in particular, should:

- (a) be grouped together
- (b) where possible be located in such a way as to be screened by existing vegetation when viewed from public roads.

Buildings outside of urban areas and in undulating landscapes should be sited in unobtrusive locations and in particular should be:

- (a) sited below the ridgeline
- (b) sited within valleys or behind spurs
- (c) sited in such a way as to not be visible against the skyline when viewed from public roads
- (d) set well back from public roads, particularly when the allotment is on the high side of the road.

Buildings and structures should be designed to minimise their visual impact in the landscape, in particular:

- (a) the profile of buildings should be low and the roof lines should complement the natural form of the land
- (b) the mass of buildings should be minimised by variations in wall and roof lines and by floor plans which complement the contours of the land
- (c) large eaves, verandas and pergolas should be incorporated into designs so as to create shadowed areas that reduce the bulky appearance of buildings.

The nature of external surface materials of buildings should not detract from the visual character and amenity of the landscape.



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The number of buildings and structures on land outside of urban areas should be limited to that necessary for the efficient management of the land.

Development should be screened through the establishment of landscaping using locally indigenous plant species:

- (a) around buildings and earthworks to provide a visual a screen as well as shade in summer, and protection from prevailing winds
- (b) along allotment boundaries to provide permanent screening of buildings and structures when viewed from adjoining properties and public roads
- (c) along the verges of new roads and access tracks to provide screening and minimise erosion.

## Sloping Land

Development and associated driveways and access tracks should be sited and designed to integrate with the natural topography of the land and minimise the need for earthworks.

Development and associated driveways and access tracks, including related earthworks, should be sited, designed and undertaken in a manner that:

- (a) minimises their visual impact
- (b) reduces the bulk of the buildings and structures
- (c) minimises the extent of cut and/or fill
- (d) minimises the need for, and the height of, retaining walls
- (e) does not cause or contribute to instability of any embankment or cutting
- (f) avoids the silting of watercourses
- (g) protects development and its surrounds from erosion caused by water runoff.

Driveways and access tracks across sloping land should be accessible and have a safe, all-weather trafficable surface.

Development sites should not be at risk of landslip.

Development on steep land should include site drainage systems to minimise erosion and avoid adverse impacts on slope stability.

Steep sloping sites in unsewered areas should not be developed unless the physical characteristics of the allotments enable the proper siting and operation of an effluent drainage field suitable for the development intended.

## Want to know more?

The above information is advisory only. It is intended to provide a guide and a general understanding of the key points associated with the particular topic. It is not a substitute for reading the relevant legislation or the Development Plan. It is recommended that if you are intending to undertake development, you seek professional advice or contact the Council for any specific enquires or for further assistance.



# Checklist: New Homes and Extensions

- Development Application Form - COMPLETE IN DETAIL, SIGN AND DATE**
- Certificate of Title Register Search Plus**
  - A recent register search plus providing details of your Certificate of Title (**date of issue being no greater than 3months old**) **MUST BE SUBMITTED**. You can download your search from [www.sailis.sa.gov.au](http://www.sailis.sa.gov.au) or alternatively our staff will obtain one for you and send an invoice.
- Completed Electricity Act Declaration (MUST BE SUBMITTED WITH ALL APPLICATIONS)**

**PLEASE LODGE 2 COPIES OF THE FOLLOWING DOCUMENTS:**

**A. Site Plan Showing** (Provide A for Development Plan Consent only)

- To a scale of 1:100 or 1:200
- A North Point
- All boundaries of the site and their measurements
- Any easements on land
- Location of all existing buildings and structures
- Location of all proposed buildings and structures
- Dimensions identifying setbacks of any new structures to the property boundary
- Stormwater Disposal Plan
- Site levels and finished floor levels, including details of any cut and fill, batter slope or retaining walls that may be required
- Contour plan may also be required depending on the scale and nature of the development
- Landscaping plan (for all new developments, not including sheds, garages, outbuildings and minor additions)

**B. Building Floor Plan and Specifications** (Provide both A & B for Full Development Approval)

- To a scale of 1:100 or 1:50, floor plans, elevations and sections of any proposed building
- Footing layout plan
- Structural engineers plans where relevant
- Any other information necessary to show that the building work will comply with the Development Act and Regulations
- Structural details of any retaining wall if greater than 1 metre high
- Details of Proposed Materials and Finishes/Building Specification
- Energy Efficiency Certificate (if applicable)
- Manufacturers Details/ Truss details (if applicable)

**OTHER ITEMS REQUIRED**

- Indemnity Insurance Certificate**
  - Only applies to Dwelling / Extension to Dwelling
- Soil Classification and Site wind Calculations**
  - Only applies to Commercial Buildings
- Construction Industry Training Fund levy (CITF) Receipt**
  - Only applies when Development Cost is over \$40,000.00
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***Please note :Fees will be determined once the application has been reviewed. A Tax Invoice will be sent to the relevant person.***

**ASSESSMENT OF APPLICATIONS WILL NOT TAKE PLACE UNTIL ALL RELEVANT FEES ARE PAID .**



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