

Checklist 18 – Rural Dwellings

For all planning applications the following MUST be provided:	
<input type="checkbox"/>	3 copies of the Application form completed and signed
<input type="checkbox"/>	3 full current copies of Title for the land, including the map showing current ownership details, title plan and a full copy of any registered covenants, restrictions or Section 173 Agreements that apply to the land. (The Copy of Title must be clearly legible and no older than 30 days.)
<input type="checkbox"/>	The prescribed application fee

In addition to the information required above for all planning applications, 3 copies of the following must be provided:

Use of land	
<input type="checkbox"/>	A written submission detailing the following (also known as an Integrated Land Management Plan):
<input type="checkbox"/>	That the dwelling is necessary to support the ongoing or planned farming activity being undertaken on the land and any adjacent land (see the ' <i>Living in Our Rural Areas</i> ' brochure for assistance).
<input type="checkbox"/>	That the dwelling is necessary to support the ongoing or planned farming activity being undertaken on the land and any adjacent land.
<input type="checkbox"/>	Why there is a need to live on site and how it would assist in agricultural production.
<input type="checkbox"/>	Other properties in the same and/or related ownership in the immediate area (this information is required for Council to assess the farming operation).
<input type="checkbox"/>	Explanation as to how the application complies with Clause 22.13 and the decision guidelines for dwellings in the Farming Zone.
<input type="checkbox"/>	3 copies of fully dimensioned plans drawn at a scale of 1:100 or 1:200 A3 size detailing:
<input type="checkbox"/>	The location of the proposed dwelling, including floor plans, elevations and proposed building materials and colours.
<input type="checkbox"/>	Layout of the agricultural uses on the property which must demonstrate that the majority of the property is to be used for farming.
<input type="checkbox"/>	Land Capability Assessment, detailing that the land can sustain all wastewater on site.

Pre-application Meetings:

Pre-application meetings are recommended as a part of the application process. Council officers can provide specific advice to applicants on whether the proposal is generally consistent with the Ballarat Planning Scheme.

Council officers will also aim to assist applicants to become fully aware of the expected standard and extent of documentation they are required to provide with their application to reduce or avoid the need for Council to request further information.

To arrange an appointment for a pre-application meeting with a Planning Officer please contact the Statutory Planning Unit directly on (03) 5320 5640.

Electronic Lodgement Service:

eServices is Council's electronic lodgement service. This service allows customers to lodge planning permit applications via the internet. To access this service please go to the Payments section at www.ballarat.vic.gov.au and follow the links.

Disclaimer:

Please note that this checklist is only for the standard information required for lodgement of an application. Additional information may be required by the assessing planning officer after registration.

Please check the planning scheme requirements by visiting the City of Ballarat website at www.ballarat.vic.gov.au or www.dpzd.vic.gov.au.

General Enquiries:

If you have any further enquiries please contact Council's Customer Service Department on ph: (03) 5320 5500 or visit the Phoenix Building, 25 Armstrong Street South, Ballarat between 8:30am to 5:00pm, Monday to Friday.