

# Checklist

## Two or More Dwellings on a Lot



**Pyrenees**  
Shire Council

An application for the construction of more than one dwelling on a lot should be accompanied by the following information

Item	Completed
A completed application for planning permit form	
Pay the prescribed application fee	
A copy of the Certificate of Title and Title Plan/Plan of Subdivision including any covenants or agreements (produced within the last 3 months) - purchase a copy from <a href="https://www.landata.vic.gov.au/">https://www.landata.vic.gov.au/</a>	
<p>A plan of existing conditions which should include:</p> <p>Contours;</p> <ul style="list-style-type: none"> <li>• Location of any existing buildings;</li> <li>• Location of vegetation on the site;</li> <li>• Location of vegetation in the road reserve;</li> <li>• Location of any infrastructure in the road reserve;</li> <li>• Details of fencing</li> </ul>	
<p>Plans of the development drawn to a scale of 1:100 or 1:200 including:</p> <ul style="list-style-type: none"> <li>• The location of any existing buildings to be retained and proposed buildings. The plans must include the setback of all structures from side boundaries, and the length of any structures to be constructed on the boundary.</li> <li>• Location of car parking facilities, including access ways and turning areas. Dimensions of all car spaces, including internal dimensions of garaging, must be provided, along with dimensioned access way widths.</li> <li>• Location of all hard surfaced areas.</li> <li>• Internal layout of the dwelling.</li> <li>• The private open space for each dwelling.</li> <li>• The location of all external storage space.</li> <li>• A roof plan.</li> <li>• Elevations of every building, including existing buildings to be retained, correctly labelled showing finished floor levels and ceiling levels as well as the sill height of every window. It is recommended that levels are provided. All elevation drawings must clearly show natural ground level and specify building heights and wall heights from natural ground level.</li> <li>• Details of any fencing.</li> <li>• A schedule of materials and finishes for all buildings.</li> <li>• Overlooking plans.</li> <li>• Shadow diagrams prepared for the September equinox showing the overshadowing impact of the development on adjacent secluded private open spaces and habitable room windows.</li> <li>• Location of buildings on adjoining properties, including location of habitable room windows, private open space, vegetation;</li> </ul>	

For more information, please contact the Planning Department on (03) 5349 1100 or you can email [pyrenees@pyrenees.vic.gov.au](mailto:pyrenees@pyrenees.vic.gov.au) Attn: Planning



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<ul style="list-style-type: none"><li>• Contour information, such as levels to AHD or Reduced Levels</li></ul>	
Neighbourhood and Site Description and Design Response The requirements for this plan can be found here - <a href="https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/55.01">https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/55.01</a>	
A written submission which assesses the application against Clause 55 (if required) and any overlay which applies to the land. It is important to provide an assessment against each of the Clause 55 standards, explaining how the standard is met. Where the standard is not met, a response to the objective and decision guidelines should be provided in support of the application.	
A response to the car parking requirements of the Planning Scheme which can be found here - <a href="https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.06">https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.06</a> Car parking dimensions and access way requirements are specified at Clause 52.06-9.	

Please note that this is a standard checklist which provides documentation required for lodging an application for multiple dwellings on a lot. However, additional information may be required depending on other planning controls affecting the land, the nature and complexity of the proposal and in some cases vegetation removal requirements.