

# Planning Application Requirements - Multi Dwelling Residential Developments

## For All Applications:

- A completed Application for a Planning Permit form.
- A full and current copy of title, dated within 90 days of the date of application. This must include the Register Search Statement, Plan of Subdivision and complete copies of any covenants or restrictions registered on title.
- The prescribed application fee (if you wish to pay by credit card, please submit your application and you will be sent an invoice which can be paid via Council's secure payment portal; <https://mygreaterdandenong.com/>).
- If the estimated cost of works for the development is greater than the metropolitan planning levy threshold, a current Metropolitan Planning Levy (MPL) certificate is required; <https://www.sro.vic.gov.au/metropolitan-planning-levy>.
- If the site is within an area of Aboriginal Cultural Heritage Sensitivity, a Cultural Heritage Management Plan (CHMP) completed by a suitably qualified person is required. It must contain a certificate of approval from the Office of Aboriginal Affairs Victoria (AAV) OR a certified Preliminary Aboriginal Heritage Test (PAHT) in accordance with Section 49B of the Aboriginal Heritage Act 2006 (Amended 2016).
- A complete set of development plans (site plans, floor plans, elevations), drawn to a professional standard with dimensions. The plans must include:
  - an existing conditions site plan (with surrounding context);
  - a proposed site plan (must show all site services, setbacks, security lights, and fence materials and heights);
  - all external elevations of the proposed development;
  - a schedule listing details such as site area, floor area of buildings, site coverage, open space, car parking ratios, garden area, etc.
- A survey plan prepared by a licensed surveyor detailing the contours of the land, surrounding properties, vegetation and any other relevant feature.
- For sites within a General Residential Zone or Neighbourhood Residential Zone, a Garden Area calculation with plan showing which areas have been included in the Garden Area calculation. Please refer to Clause 72 of the Greater Dandenong Planning Scheme for the Garden Area definition. Please note that all proposals must meet the Garden Area requirements for the zone.
- A schedule of all building materials and finishes, including colours.

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- Shadow diagrams showing the location of shadows at 9am, 12pm and 3pm on 22 September.
- A streetscape elevation showing the proposed development in context of adjacent buildings.
- A neighbourhood and site description and design response to meet the requirements of Clause 55.01 (this does not apply to a development of five or more storeys, excluding basement).
- A written assessment of the proposal against Clause 55 (this does not apply to a development of five or more storeys, excluding basement). The Schedule to the zone should be checked for variations to the standard.
- For sites within a Residential Growth Zone, General Residential Zone or Neighbourhood Residential Zone, a written assessment of the proposal against Clause 22.09 – Residential Development and Neighbourhood Character Policy.
- A written assessment of the proposal against Clause 52.06-9 – Car Parking (please complete a car parking reduction checklist if a reduction is sought under Clause 52.06-5).
- For developments of 3 or more new dwellings, a Sustainable Design Assessment (SDA) or Sustainable Management Plan (SMP) including a Built Environment Sustainability Scorecard (BESS) assessment, which identifies how the proposal incorporates environmentally sustainable development measures into the building design and complies with the objectives of Clause 22.06 – Environmentally Sustainable Development. For further information and resources, refer to the [Sustainable Development Requirements for Planning Applications](#) section of Council's website.

#### If required:

- A swept path analysis prepared by a suitably qualified traffic engineer, demonstrating that vehicles associated with all car parking spaces can enter and exit the site in a forward direction, preferably in one manoeuvre. The swept path analysis must:
  - be shown for each potential worst case scenario (this may include access and egress in either a forward or reverse direction)
  - show that all parking bays can operate independently (for tandem spaces, egress must be possible for either vehicle without the other vehicle leaving the site for multi unit developments)
  - show that chassis and body envelopes can undertake each movement within the roadway
  - show that clearance envelopes can undertake each movement without hitting walls or fixed objects
  - consider design speeds and lock to lock time as appropriate
  - be undertaken using the correct vehicles as specified in AS/NZS 2890.1 and 2890.2.

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- A Landscape Plan showing, but not limited to:
  - vegetation to be retained, both on-site and adjacent to the site
  - location of new planting and proposed species
  - details of landscape maintenance and management, including water sensitive design principles
  - all surface materials
  - any landscaping opportunities to reduce heat absorption such as green walls, green roofs and roof top gardens and improve on-site storm water infiltration.
- A Waste Management Plan prepared by a suitably qualified person, to demonstrate how waste will be stored, managed and collected.
- A Traffic and Parking Impact Assessment report completed by a suitably qualified practitioner, that demonstrates the functionality of the access points, access ways and parking areas, and provides evidence that the level of on-site parking complies with the requirements of the Planning Scheme, or that any proposed reduction still ensures adequate supply of on-site car parking.
- An Arborist report completed by a suitably qualified practitioner, that details any vegetation on the lot that is to be removed or that may be impacted on due to the proposed development. The report must detail any measures to ensure the protection of vegetation to be retained and the plans amended to show the canopy spread and the dimensioned tree protection zones in accordance with the arborist report recommendations.

## Additional Application Requirements for Apartment Developments

- For apartment developments of five or more storeys, excluding basement;
  - a written assessment of the proposal against Clause 58
  - an urban context report and design response to meet the requirements of Clause 55.01.

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- Diagrams, notations and measurements to show how the proposal complies with the requirements of Clause 55.07 (for apartment developments of 4 or less storeys, excluding basement) or Clause 58 (for apartment developments of 5 or more storeys, excluding basement) including, but not limited to;
  - the Maximum NatHERS annual cooling load for the proposed development.
  - a plan identifying which dwellings meet the standards for accessibility. Each of the identified dwellings must include dimensions to show how the proposal complies with the standards.
  - the location of cooling or heating units.
  - dimensions to show the total storage areas (including kitchen, bathroom, bedroom and any other storage) provided for each dwelling.
  - dimensions to show the width and depth of all bedrooms.
  - dimensions to show the width and total area of all living areas (Note: living areas exclude dining and kitchen areas).
  - dimensions to show the ceiling height of each dwelling.
  - a plan identifying which dwellings meet standard for natural ventilation. Each of the identified dwellings must include dimensions and notations to show how the proposal complies with the minimum and maximum breeze paths required by the standard.
  - a plan to demonstrate deep soil areas and minimum tree provision provided and/or information to demonstrate alternative canopy cover through vegetated planters, green roofs, green facades, canopy trees or climbers over pergolas with appropriate planter pits.

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