

SUBDIVISION - PLANNING PERMIT APPLICATION CHECKLIST

A planning permit may be required to subdivide land. Ask a Council planner if a planning permit is required. These planning permit applications should be accompanied by the following information.

FORMS, FEES AND LEGAL DOCUMENTS

- ☐ Planning Permit Application form
- ☐ Relevant fee
- ☐ Copy of title less than 60 days old including:
 - ☐ Plan of Subdivision or Title Plan
 - ☐ Restrictive Covenants (if any)
 - ☐ Section 173 Agreements (if any)

The relevant forms and fees can be accessed at <http://www.wellington.vic.gov.au/Developing-Wellington/Planning-Permits/Applying-for-a-Planning-Permit>

PLANS

- ☐ Proposed Plan of Subdivision prepared by a qualified Land Surveyor
- ☐ Site Plan (three hard copies) including:
 - ☐ Drawn to scale
 - ☐ North point
 - ☐ Boundaries and dimensions of the site
 - ☐ Existing or proposed easements and common property
 - ☐ All proposed infrastructure and works
 - ☐ All proposed fences including location, height and materials (if any)
 - ☐ Garden area* including dimensions
 - ☐ Existing and proposed landscape areas (if any)
 - ☐ Proposed sequencing of development (if required)

REPORTS

- ☐ Written response to the zone, overlays and other relevant provisions of the planning scheme including Clause 56 for residential subdivision (ResCode)* if required. The provisions are available at <http://planningschemes.dtpli.vic.gov.au/schemes/wellington>

OTHER REQUIREMENTS

- ☐ Ask a Council planner if any other requirements are required

Sale Service Centre

18 Desailly Street (PO Box 506), Sale Victoria 3850
Telephone 1300 366 244

Yarram Service Centre

156 Grant Street, Yarram Victoria 3971
Telephone 03 5182 5100

Contact Us Online

Web www.wellington.vic.gov.au
Email enquiries@wellington.vic.gov.au



TERMS EXPLAINED

Clause 56 assessment (ResCode)

In Victoria the residential subdivision of land must be assessed in accordance with Clause 56 of the Planning Scheme, or commonly known as ResCode, and includes:

- objectives that must be met
- standards that should be met
- decision guidelines

A ResCode report is only required in urban areas and does not apply to rural land. More information is available at

<https://www.planning.vic.gov.au/planning-permit-applications/specific-permit-topics/residential-development>

Garden area

The garden area is an uncovered outdoor area of a dwelling or residential building normally associated with a garden. It includes open entertaining areas, decks, lawns, garden beds, swimming pools, tennis courts and the like. It does not include a driveway, any area set aside for car parking, any building or roofed area and any area that has a dimension less than 1 metre. A lot must provide the minimum garden area at ground level as set out in the following table:

Lot size	Minimum percentage of a lot set aside as garden area
400 - 500 square metres	25%
501 - 650 square metres	30%
Above 650 square metres	35%

Public Open Space

An area of land to provide a network of quality, well-distributed, multi-functional and cost-effective open space to the public that includes local parks, active open space, linear parks and trails and links to regional open space.

LODGEMENT

Planning permit applications can be lodged via email planning@wellington.vic.gov.au, by post or in person at:

Wellington Shire

Statutory Planning
Wellington Shire Council
PO BOX 506
SALE VIC 3850
Ph: 1300 366 244

Site address: 18 Desailly St, Sale

PLEASE NOTE

These checklists are for preapplication assessment only. An initial assessment will be undertaken upon the receipt of the planning permit application and additional information may be required once this has occurred.