



## INFORMATION SHEET NO. 13

### Information to Submit with a Development Application for DEPENDENT ACCOMMODATION

Dependent accommodation is defined as accommodation located on the same allotment as the main dwelling and connected to the same services as the main dwelling. Dependent accommodation shall cater for a family member (i.e. the elderly) and is not an opportunity to building another dwelling for rental purposes.

Dependent accommodation should only be developed on the site of an existing detached dwelling and where:

- The allotment is greater than 600 square metres;
- The accommodation forms part of the same allotment as the associated detached dwelling and the allotment is not further divided to create a legally separate title for each dwelling;
- Private open space of at least 100 square metres is available to be shared by both residences;
- The additional accommodation does not exceed 65 square metres in floor area and the building is single storey;
- The additional accommodation has a maximum of two bedrooms;
- The additional accommodation maintains or enhances the general appearance and amenity of the original dwelling and the subject land as viewed from the street;
- The privacy of the indoor and outdoor spaces of the existing dwelling are maintained;
- It is physically associated with and in close proximity to the existing dwelling;
- An additional car parking space is provided on the site which can be used exclusively by the occupant(s) of the dependent accommodation;
- It uses the same vehicle access as the existing dwelling;
- It is not forward of the front building alignment of the existing dwelling;
- It is reliant on the existing dwelling for facilities such as a laundry or kitchen, bathroom etc. (i.e. it is not provided with all the facilities required for a dwelling to be independent);
- The space between the floor of the additional accommodation and the natural ground level must be enclosed using the same material as the external walls of the building; or masonry brickwork or stonework.;
- Please note, should the additional accommodation be of a transportable nature a minimum roof pitch of 17° is required; and
- Must rely on primary dwelling.

Please be advised that dependent accommodation is not considered appropriate within all zones of the Light Regional Council. Dependent accommodation may be appropriate within Council's Residential and Rural Living Zones providing that it meets the requirements of Council's Development Plan.

Please note that these are guidelines only and that meeting all of these requirements will not necessarily guarantee that you will obtain Development Approval. All applications are assessed against the legislation that is relevant at the time the application is lodged and are assessed individually with regard to the specific circumstances of the application.

## **Information that must be submitted with a Development Application**

1. A completed application form signed and dated.
2. Payment of relevant fees.
3. Declaration of Applicant (in relation to power lines).
4. A current copy of the Certificate of Title for the site (no more than 12 months old). Please check for easements, registered encumbrances or Land Management Agreement.

## **Plans and Documentation (3 copies with at least one copy being A3 or smaller)**

5. Site plan clearly showing the location of the proposed development or activity in a minimum scale of 1:200 and showing a north point, including:-
  - Show all property site boundaries (include dimensions in metres) and indicate the road and setback distance from these boundaries to the proposed development;
  - Site contours and the finished floor level of proposed dependent accommodation in relation to kerbs, water tables and adjacent ground etc;
  - Show the location, size and nature of any existing structures (including dwelling, septic tank, fences, sheds, retaining walls etc), activities and easements; (septic tanks must be at least 2.5m from structures);
  - Show the location of the driveway and indicate the transitional gradient;
  - Show the location of a car parking space to be used exclusively by the occupant(s) of the dependent accommodation; and
  - Indicate the method of stormwater disposal.
6. Scaled elevation sketches showing external building materials, finishes and colours to be used.
7. Internal floor layout plans indicating areas of use.

## **If you are also seeking Building Rules Consent from Council you will additionally need to submit;**

8. A copy of the builders Indemnity Insurance Certificate (if valued \$12,000 or more).
9. Proof of payment of the Construction Industry Training Board Levy (if over \$15,000).
10. Floor plan of the proposed dependent accommodation (if attached to an existing building, include the floor plan of the existing building also).
11. A roof, wall and floor framing layout of the building including dimensions and calculations.
12. Wall and roof bracing details.
13. Fixings and Tie down details.
14. Details of construction materials (internal and external) and design (including heights and ceiling levels).
15. Engineers footing construction report and soil report.
16. Details of services and infrastructure (e.g. sewer lines near footings, stormwater disposal).
17. Specifications and schedules of work to be undertaken (complies with current statutory requirements).
18. Steel frame details (if applicable) plus independent certification for the steel frame engineering.
19. Truss design and calculations.
20. Details of any retaining walls and construction reports if applicable.
21. Wind speed.
22. Location of control joints on the floor plan.

23. Method of Termite barriers proposed.
24. The location of hard wired smoke alarms.
25. Wet area waterproofing details.
26. Provision of sanitary and other facilities.
27. Energy efficiency details.
28. Water efficiency (e.g. provision of rainwater tanks plumbed to the dwelling).
29. Details of compliance with Bushfire construction requirements (if applicable)

\*NOTE: With transportable type buildings constructed on stumps or pads, if the classification of the soil determines that there will be an extensive amount of movement, a strip footing or other method of footing construction may be required to minimize the effects of soil movement on the dwelling. Although all structures are expected to move with changing soil conditions, excessive movement may result in uneven floors, doors and windows that will not open or close, cracked tiles, damage to waterproofing of wet areas including showers etc. The soil test is to determine the classification of the soil and confirm whether an alternative method of footing construction is required or not.

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*Please note the information contained herein is intended as a guide only.  
Further clarification may be obtained by contacting the Council on 8525 3200.*