

Information Sheet

SINGLE HOUSE

BUILDING, ALTERATING OR EXTENDING



IMPORTANT LINKS:

[Local Planning Scheme No. 21](#)

[Residential Design Codes \(R-Codes\)](#)

[Local Planning Policy 1: Residential Development](#)

[Local Planning Policy 3: Special Character Areas and Visual Management Policy](#)

SINGLE HOUSE DEFINITION:

A "Single House" is a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.

WHAT SHOULD BE CONSIDERED PRIOR TO BUILDING, ALTERING OR ADDING TO A SINGLE HOUSE?

Prior to designing a proposed dwelling or alterations/additions to a dwelling the following provisions should be considered (refer important links above):

- The City's Local Planning Scheme;
- The Residential Design Codes (R-Codes) of Western Australia;
- The City's Local Planning Policy No.1 Residential Development;
- The City's Local Planning Policy No. 3 Special Character areas and Visual Management Policy;
- Any relevant Development Area Plan, Development Guide Plan, Structure Plan and/or Subdivision Guide Plan that relate to your property.

HOW DO I DETERMINE WHAT PROVISIONS/POLICIES ARE APPLICABLE TO A PARTICULAR PROPERTY?

General property information is available on the City's website via the Mapping Service (GIS).

Simply follow these steps:

- Open the Mapping Service (GIS);
- Enter the property address details in the bottom search panel, then click 'Search';
- Under the Module select 'Local Planning Scheme';
- General property information relating to the property is provided on the right hand side selection bar (including zoning, Special Control Area(s) etc...).

If you require information on provisions applicable to a particular development, please contact the City's Planning and Development Services staff on 9781 1731.

DEVELOPMENT APPROVAL REQUIREMENTS

The erection or extension of a single house on a lot, are **exempt** from requiring Planning Approval under the City's Local Planning Scheme **unless**:

- The proposal does not comply with the requirements of the Residential Design Codes (R-Codes);
- The proposal is:
 - Located on a lot zoned Conservation, Rural Landscape or Bushland Protection;
 - Located within one of the following Special Control Areas designated under the Scheme:
 - Landscape Value
 - Coastal Management
 - Located on a lot less than 350m²;

- Located on a 'grouped dwelling' lot;
 - Inconsistent with any provisions of the Local Planning Scheme and/or Local Planning Policy; *or*
 - Inconsistent with any Development Guide Plan, Subdivision Guide Plan, Structure Plan, Design Guidelines or any other plan or policy adopted by Council.
- The proposed alterations or additions are to a building:
 - Listed on the Register of Places under the Heritage of Western Australia Act 1990;
 - Subject of an order under Part 6 of the Heritage of Western Australia Act 1990;
 - Included on the Heritage List under the Local Planning Scheme; *or*
 - Located within a heritage area designated under the Scheme.

For further information regarding the process of lodging a Development Application and obtaining Planning Approval, please refer to the City website [How to Apply](#)

OTHER APPROVAL REQUIREMENTS

The erection or extension of a single House may require a number of approvals from the City including:

Building Permit

It is important to note that Planning Approval is not a building permit, and prior to commencement of any building works, an application for a building permit must be submitted, and approval issued by the City's Building Services.

If your proposal required Planning Approval it is also important to consider any conditions that were placed on the approval that required additional information to be submitted with your building application, such as external building materials and colours, landscape plan, Section 70A Notifications etc...

Demolition Permit

If the development of a single house requires the demolition of an existing dwelling, outbuilding or any other structure then an application for a demolition licence may be required to be submitted, and approved by the City's Building Services.

Please contact Building Services directly on 9781 1732 to discuss building application requirements.

Effluent Disposal System and Grey Water System Approval

If the proposed dwelling is not to be connected to reticulated sewage then application is required to be submitted to the City, and approval issues for a septic system.

Please contact Health Services directly on 9781 0471 to discuss health application requirements.

ENQUIRIES

Enquiries may be directed to Planning and Development Services staff on 9781 1731, via email at city@busselton.wa.gov.au, or in person at the City Administration Building during office hours, Monday – Friday.

*****Disclaimer** - this information sheet is a guide only. Verification with original Local Laws, Acts, the City's Local Planning Scheme and other relevant documents is recommended for detailed references. The City of Busselton accepts no responsibility for errors or omissions.***