ASSESSMENT CHECKLIST

Building or Extending a Garage, Shed or Carport in Hervey Bay

Is this Checklist relevant to my development?

This checklist is relevant to your development if you are proposing to ***establish, re-site or extend a Garage, Shed or Carport*** on a residential lot within the former Hervey Bay City area of the Fraser Coast Regional Council.

Useful Definitions

- ***Class 10a buildings:*** are non-habitable buildings such as sheds, garages and carports.
- ***Adopted Flood Level:*** means the 1% Annual Exceedance Probability (AEP).

Why do I need to complete the Checklist?

This Checklist has been prepared to assist you and Council in determining what type of application and assessment applies to a Class 10a development in the residential areas of the Hervey Bay City area of the Fraser Coast Regional Council.

Completion of the Checklist will assist Council in conducting its assessment and make the process more efficient and timely.

What does the Checklist involve?

There are four (4) sections of this checklist that will require completion, as one or more may apply to your proposal:

Section 1 – Is a Planning Approval for Building Works required? – *This section of the checklist will help determine whether a planning application for assessable building works would be triggered for your proposal against the Hervey Bay Planning Scheme 2006.*

Section 2 – Is the site subject to Local Heritage requirements? – *This section of the checklist will help determine if the proposal requires assessment by Council against the IDAS Code of the Queensland Heritage Regulation 2003.*

Section 3 – Does the Garage, Shed or Carport building trigger Council as a Concurrence Agency? – *In addition to the above sections, Section 3 needs to be completed to determine if the Council is triggered as a Concurrence Agency. There are a number of possible triggers under the legislation; identified as Item 13, 17, 19, 20, 21 or 25 (of Schedule 7 of the Sustainable Planning Regulation 2009).*

Section 4 – I have completed the Checklist – how do I Proceed to? - *When you have completed the checklist summarise your answers Sections 1, 2 and 3. This will confirm whether:*

- *a **development application or Concurrence Agency Assessment** application is required to be lodged with Council;*

OR

- ***no application** is required to be made and the proposal can be lodged directly with a Building Certifier.*

SECTION 1 – Is a Planning Approval for Building Works required?

1. Is the site located in one of the following zones: • Low Density Residential Zone; or • Medium Density Residential Zone; or • High Density Residential Zone; or • Park Residential Zone; or • Rural Residential Zone; or • Emerging Community Zone? *Note: Please visit www.frasercoast.qld.gov.au/pd-online to determine the correct zoning of your property.*	☐ Yes Proceed to Q2	☐ No This checklist is not relevant to your development. Contact Council's Development Support staff on 1300 79 49 29 to discuss the requirements associated with your development.
2. Does the proposal comply with the applicable Acceptable Solutions of the Detached Dwelling Code? *Note: To determine whether the proposal complies with these provisions, please complete the attached Checklist 1 – Detached Dwelling Code.*	☐ Yes Proceed to Q3	☐ No Code Assessable. Tick 'Yes' to Q1 Section 4 Proceed to Q3
3. Does the proposal comply with the Acceptable Solutions of all applicable Overlay Codes? *Note: To determine whether the proposal complies with these provisions, please complete the attached Checklist 2 – Overlays.*	☐ Yes Tick 'No' to Q1 Section 4 Proceed to Section 2	☐ No Code or Impact Assessable. Tick 'Yes' to Q1 Section 4 Proceed to Section 2

SECTION 2 – Is the site subject to Local Heritage requirements?

1. Is the site identified on the Local Heritage Register? *Note: Please check the Local Heritage Register at www.frasercoast.qld.gov.au.*	☐ Yes Tick 'Yes' to Q2 Section5 Proceed to Q2	☐ No Tick 'No' to Q2 Section5 Proceed to Section 3
2. Does the proposal trigger a Building Works application Section2 of this checklist? *Note: Building Works application is triggered if you answered 'No' to Questions 2 and/or 3 Section 1.*	☐ Yes Local Heritage matters will be assessed as part of your Building Works application. Proceed to Section 3	☐ No Concurrence Agency Assessment required. Tick (E) on the Concurrence Agency Application Form. Tick 'Yes' to Q3 Section 5 Proceed to Section 3

SECTION 3 - Does the Garage, Shed or Carport building trigger Council as a Concurrence Agency?
(*under Schedule 7, Table 1 of the Sustainable Planning Regulation 2009*)

Please answer ALL questions below as more than one may apply. These questions will provide direction to assist the completion of the *Concurrence Agency Assessment Application Form* where applicable.

1. Will the combined floor area of all on-site Garages, Sheds and Carports (existing and proposed) exceed any of the following? a. $54m^2$ where the lot is less than $600m^2$ b. $70m^2$ where the lot is $600\text{-}1{,}000m^2$ c. $90m^2$ where the lot is $1{,}000\text{-}2{,}000m^2$ d. $110m^2$ where the lot is $2{,}000m^2$-2ha e. $200m^2$ where the lot is 2ha or more	☐ Yes Concurrence Agency Assessment required. Tick (A) on the Concurrence Agency Application Form. Tick 'Yes' to Q3 Section 4 Proceed to Q2	☐ No Proceed to Q2
2. Does the proposal involve the relocation of a Garage, Shed or Carport, either within the same site or from one site to another?	☐ Yes Concurrence Agency Assessment required. Tick (B) on the Concurrence Agency Application Form. Tick 'Yes' to Q3 Section 4 Proceed to Q3	☐ No Proceed to Q3
3. Does the proposal comply with the provisions of the Queensland Development Code and the alternative provisions of the Detached Dwelling Code? *Note: To determine whether the proposal complies with these provisions, please complete the attached Checklist 3 – QDC Provisions and Alternative Provisions.*	☐ Yes Proceed to Section 4 Tick 'No' to Q3 Section 4	☐ No Concurrence Agency Assessment required. Tick (D) on the Concurrence Agency Application Form Proceed to Section 4 Tick 'Yes' to Q3 Section 4

SECTION 4 - I have completed the Checklist – how do I Proceed to?

Is an assessment triggered?		How to Proceed to?
1. Development Application for Building Works is triggered? (*Section 1)* *Note: Building Works application is triggered if you answered 'No' to Questions 2 and/or 3 Section 1.*	☐ **Yes** ☐ **No**	If a development application for Building Works is triggered, you will be required to ***prepare and lodge an application with Council***. Please refer to Council's fact sheets for lodging a development application available at www.frasercoast.qld.gov.au for information about how to prepare a development application and the necessary forms, fees and accompanying material required to support such an application. If you require further information, please contact Council's Development Support staff on 1300 79 49 29.
2. Development Application for Local Heritage assessment is triggered (*Section 2)*	☐ **Yes** ☐ **No**	If the proposal triggered assessment for local heritage matters, you will be required to submit IDAS Form 4 – Local Heritage Place in addition to your Building Works application, whether the application is made to Council or a private certifier.
3. Concurrence Agency Assessment by Council is triggered (*Sections 2 and 3)*	☐ **Yes** ☐ **No**	If a Concurrence Agency assessment is triggered, you will need to **complete the Concurrence Agency Assessment Application Form** and lodge the form, fee and this checklist along with plans and any additional supporting material with Council. If Section 1 applies in addition to Section 2 & 3, the Concurrence Agency assessment will be undertaken at the *same time* as the development application. Only the development application fee will apply. The Concurrence Agency Assessment Application Form and this completed checklist will be required to accompany the development application.

What if I ticked 'No' to all of the above?

If you do not trigger assessment against any of the above, then Council ***does not*** need to consider your development proposal**.** Accordingly, you should ***lodge your proposal directly with a Building Certifier*** for assessment.

CHECKLIST 1 – DETACHED DWELLING CODE

1.	Will the building location and site access be located outside all overland flow paths?	☐ Yes Proceed to Q2	☐ No Code Assessable Tick 'No' to Q2 Section 1 Proceed to Q3 Section 1
2.	Will filling take place below the adopted flood level? *Note: To determine the flood level for your property, you may purchase a Flood Search through Council's Customer Service Department. Please call 1300 79 49 29.*	☐ Yes Code Assessable Tick 'No' to Q2 Section 1 Proceed to Q3 Section 1	☐ No Proceed to Q3
3.	Will all fill material be solid clean earth free of putrid/refuse material or acid sulfate soils?	☐ Yes Proceed to Q4	☐ No Code Assessable Tick 'No' to Q2 Section 1 Proceed to Q3 Section 1
4.	Will the Garage, Shed or Carport be located on a lot with an existing House or one with a valid building approval?	☐ Yes Complies with Acceptable Solutions. Tick 'Yes' to Q2 Section 1. Proceed to Q3 Section 1	☐ No Code Assessable Tick 'No' to Q2 Section 1 Proceed to Q3 Section 1

CHECKLIST 2 – OVERLAYS

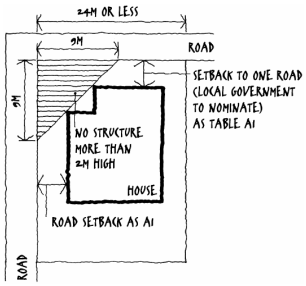
Property Zoning and Overlay information is available in the "Property Enquiry" function on www.frasercoast.qld.gov.au/pd-online OR Contact Council's Development Support staff on 1300 79 49 29.

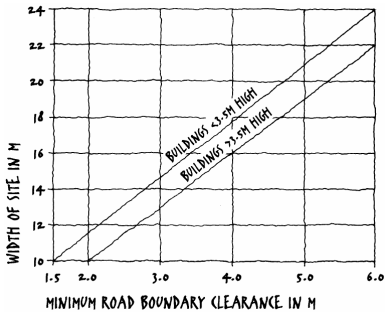
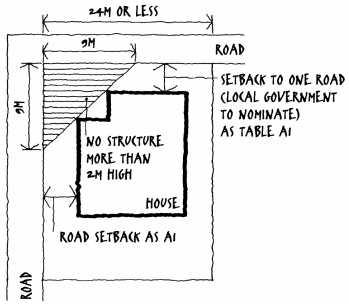
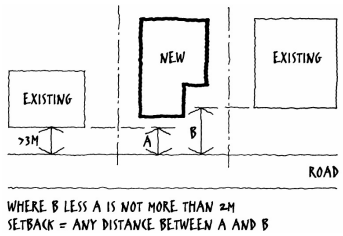
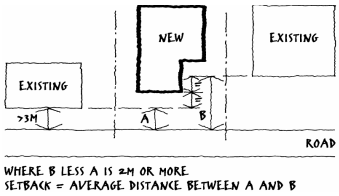
1.	***Cultural Heritage*** Does the proposal involve the demolition (in whole or part), relocation or the underpinning of a building identified in the Cultural Heritage overlay? **AND** Is the Cultural Heritage Building of Low/Medium Cultural Heritage Significance or High Cultural Heritage Significance? *Note: If "Low/Medium" the proposal requires a Code Assessable Building Works application. If "High" the proposal requires an Impact Assessable Building Works application.*	☐ Yes Code or Impact Assessable *(see note).* Tick 'No' to Q3 Section 1 Proceed to Section 2	☐ No Proceed to Q2(a)
2(a)	***Acid Sulfate Soils*** Is the site located on land between 5 metres AHD and 20 metres AHD and does not involve the excavation of 100m^3 or more of soil or sediment from land at or below 5 metres?	☐ Yes Proceed to Q2(b)	☐ No Proceed to Q3
2(b)	Will the disturbance of ASS be avoided by: • not excavating or removing soil or sediment containing ASS; • not permanently or temporarily extracting groundwater that results in the aeration of previously saturated ASS; and • not undertaking filling that results in ASS being moved below the watertable or previously saturated ASS being aerated? **OR** Will the disturbance of ASS avoid the release of acid and metal contaminants by: • neutralising existing acidity and preventing the generation of acid and metal contaminants; and • preventing the release or surface or groundwater flows containing acid and metal contaminants into the environment?	☐ Yes Proceed to Q3	☐ No Code Assessable Tick 'No' to Q3 Section 1 Proceed to Section 2
3.	***Airport Environs*** Is the site located: • within the Airport 2010 ANEF contours or safety zones; or • within the Airport Environs area (within 13 kilometres of an airport) <u>and</u> the proposed House exceeds 12 metres in height. **OR** Will the proposed House penetrate any Obstacle Limitation Surfaces?	☐ Yes Code Assessable Tick 'No' to Q3 Section 1 Proceed to Section 2	☐ No Proceed to Q4
4.	***Extractive Resources*** Is the site located within or directly adjoining: • a Key Resource Area; or • an Extractive Resource/Mining Tenement; or • a potentially mined property; or • an Extractive Resource Haulage Route?	☐ Yes Code Assessable Tick 'No' to Q3 Section 1 Proceed to Section 2	☐ No Proceed to Q5
5.	***Odour Impact*** Where the proposal does <u>not</u> involve an existing Detached Dwelling, is the site located wholly or partially within the odour impact buffers of the Eli Creek and Pulgul Creek waste water treatment plants?	☐ Yes Code Assessable Tick 'No' to Q3 Section 1 Proceed to Section 2	☐ No Proceed to Q6(a)

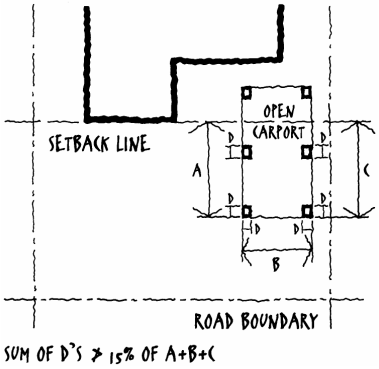
6(a)	***Wetlands and Waterways*** Where the site exceeds 2000m^2, will the building work be located on land wholly or partially identified as a Wetland, Wetland Buffer, Waterway or Waterway Buffer?	☐ Yes Proceed to Q6(b)	☐ No Complies with Acceptable Solutions. Tick 'Yes' to Q3 Section 1. Proceed to Section 2
6(b) **OR**	Where located in an urban area, will the proposal be set back a minimum of fifty (50) metres from a waterway or wetland on or adjacent to the site? Where located in a rural area, will the proposal be set back a minimum of 100 metres from a waterway or wetland on or adjacent to the site?	☐ Yes Complies with Acceptable Solutions. Tick 'Yes' to Q3 Section 1 Proceed to Section 2	☐ No Code Assessable Tick 'No' to Q3 Section 1 Proceed to Section 2

CHECKLIST 3 - QDC AND ALTERNATIVE PROVISIONS

PC1 – FRONT SETBACKS

1. Is the lot under 450m²?	☐ Yes Proceed to Q2(a) or (b)	☐ No Proceed to Q3(a) or (b)
2(a) For a corner lot under 450m²: Will the minimum road setbacks be 4.5 metres from the nominated road frontage and 3 metres from the other road frontage? **AND** Will there be no buildings or structures over 2 metres high built within a 9m x 9m truncation at the corner of the two (2) road frontages? (Figure 1) **AND** If the proposal is located on a rectangular or near rectangular lot, and the ancillary residential structure is attached to a Garage or Shed, will the elevational dimension of openings facing the street be the lesser of either 6 metres or 50% of the street frontage?  **Figure 1**	☐ Yes Proceed to PC2	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
2(b) For all other lots under 450m²: Is the front boundary setback a minimum of 4.5 metres? **OR** Where there are existing dwellings on both adjoining lots, will the minimum front setback be the greater of: • the average of the front setbacks to the adjoining dwellings; or • 4.5 metres? **AND** If the proposal is located on a rectangular or near rectangular lot, and the ancillary residential structure is attached to a Garage or Shed, will the elevational dimension of openings facing the street be the lesser of either 6 metres or 50% of the street frontage?	☐ Yes Proceed to PC2	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4

3(a) For a corner lot 450m² and over: Is the front boundary setback a minimum of 6 metres? **OR** Where the site has an average depth of 24 metres or less, will the structure be set back from the nominated road frontage in accordance with Figure 2 below and 6 metres from any other road frontage? **AND** Will there be no buildings or structures over 2 metres high built within a 9m x 9m truncation at the corner of the two road frontages? (Figure 3)  **Figure 2**  **Figure 3**	☐ Yes Proceed to PC2	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
3(b) For all other lots 450m² and over: Is the front boundary setback a minimum of 6 metres? **OR** Where there are existing dwellings on both adjoining lots and one of the dwellings is set back from the road between 3 and 6 metres and the difference between their road setbacks is *less* than 2 metres; will the dwelling be set back a distance between the two dwellings? (Figure 4) **OR** Where there are existing dwellings on both adjoining lots and one of the dwellings is set back from the road between 3 and 6 metres and the difference between their road setbacks is *more* than 2 metres; will the dwelling be set back an average of the road setbacks of the adjoining dwellings? (Figure 5)  **Figure 4**  **Figure 5**	☐ Yes Proceed to PC2	☐ No For Open Carports Proceed to Q4. For all other development Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4

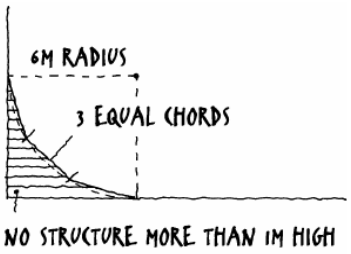
4. ***For open carports only lots over 450m²*** Is the aggregate perimeter of walls, solid screens and supports located within the front setback less than or equal to 15% of the total perimeter dimension of that part of the carport within the same setback? (Figure 6) **AND** Is there no alternative on-site location for the carport that provides a 6 metre setback from the front boundary, will allow vehicular access with a minimum width of 2.5 metres and with a maximum gradient of 1 in 5?  **Figure 6**	☐ Yes Proceed to PC2	☐ No Concurrence Agency Assessment required Tick 'No' to Q3 Section 3 Proceed to Section 4

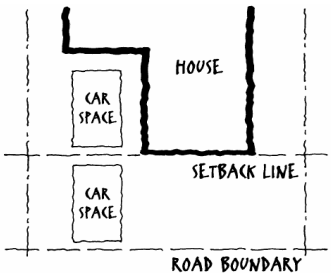
PC2 – SIDE AND REAR SETBACKS

1. ***Is the lot of rectangular or near rectangular shape with a frontage of 15 metres or less?***	☐ Yes Proceed to Q2(a)	☐ No Proceed to Q2(b)
2(a) ***For rectangular or near rectangular lots with a frontage of 15 metres or less:*** If the height of the Garage, Shed or Carport is not more than 7.5 metres, will the side and rear setbacks be in accordance with Table 1 below? **OR** Will the side and rear setbacks be a minimum 2 metres where the height of that part of the Garage, Shed or Carport is 7.5 metres; plus 0.5 metres for every 3 metres or part thereof exceeding 7.5 metres in height? **Table 1**	☐ Yes Proceed to PC3	☐ No Proceed to Q3

Road *Frontage* in metres	Side and Rear Boundary Clearances *Height* in metres	
	4.5 or less	4.5 to 7.5
14.501 – 15.000	1.425	1.900
14.001 – 14.500	1.350	1.800
13.501 – 14.000	1.275	1.700
13.001 – 13.500	1.200	1.600
12.501 – 13.000	1.125	1.500
12.001 – 12.500	1.050	1.400
11.501 – 12.000	0.975	1.300
11.001 – 11.500	09.00	1.200
10.501 – 11.000	0.825	1.100
10.500 or less	0.750	1.000

2(b) ***For all other lots:*** Will the side and rear setbacks be: • 1.5 metres where the height of that part of the Garage, Shed or Carport is less than 4.5 metres; **OR** • 2 metres where the height of that part of the Garage, Shed or Carport is greater than 4.5 metres or less than 7.5 metres; **OR** • 2 metres where the height of that part of the Garage, Shed or Carport is 7.5 metres; plus 0.5 metres for every 3 metres or part thereof exceeding 7.5 metres in height?	☐ Yes Proceed to PC3	☐ No Proceed to Q3

3.	***Exemption to 2(a) and 2(b) for all lots:*** Will the Garage, Shed or Carport have: • a height (where within the boundary clearance) below 4.5 metres and 3 metres to the eaves; and • a building length no more than 9 metres along the boundary; and • at least 1.5 metres from any habitable rooms of adjoining dwellings; and • a combined total use area for Class 10a buildings of: - $54m^2$ on lots less than $600m^2$; - $70m^2$ on lots between 600-$1{,}000m^2$; - $90m^2$ on lots between 1,000-$2{,}000m^2$; - $110m^2$ on lots between $2{,}000m^2$ and 2 hectares; and - $200m^2$ on lots greater than 2 hectares?	☐ Yes Proceed to PC3	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
PC3 – SITE COVER AND OPEN SPACE			
1.	Will the area of land covered by all buildings and structures roofed with impervious materials (existing and proposed) be less than 50% of the site area?	☐ Yes Proceed to PC4	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
PC4 – BUILDING HEIGHT			
1.	Will the maximum height of the Garage, Shed or Carport be 4.5 metres overall and 3.6 metres to the eaves?	☐ Yes Proceed to PC6	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
PC5 – VISUAL PRIVACY			
PC5 is not applicable to applications for garage, sheds and carports. Proceed to PC6.			
PC6 – BUILDING MAINTENANCE			
1. **OR**	Will all walls be set back a minimum of 750mm from the side or rear boundary? Will any walls less than 750mm from the boundary be maintenance free? (e.g. unpainted masonry or prefinished steel sheeting)	☐ Yes Proceed to PC7	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
PC7 – STRUCTURES ON CORNER SITES			
1.	Will fences, screens, retaining walls and other structures on corner sites have a maximum height of 1 metre within a truncation made by three equal chords of a 6 metre radius curve at the corner of the two road frontages? (Figure 7)  **Figure 7**	☐ Yes Proceed to PC8	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4

PC8 – CAR PARKING		
1(a) Will the proposal impact on any existing car parking on the site?	☐ Yes Proceed to 1(b)	☐ No If the proposal is on a lot with a site area under 450m^2. Proceed to PC9 **OR** If the proposal is on a lot site area 450m^2 and over the proposal complies with QDC and Detached Dwelling Code. Tick 'No' to Q3 Section 3 Proceed to Section 4
1(b) Will the site accommodate two (2) car parking spaces? **AND** Will the dimensions of each parking space be either: • for single uncovered spaces – 4.9m x 2.6m wide, or • for single covered spaces – 5m x 3m wide, or • for double covered spaces – 5m x 5.5m wide, or • for single garage spaces – 6m x 3m wide internally, or • for double garage space – 6m x 5.7m wide internally? **AND** If tandem spaces are proposed, will at least one (1) of the parking spaces be behind the road setback?  **Figure 8**	☐ Yes If the proposal is on a lot with a site area under 450m^2. Proceed to PC9 **OR** If the proposal is on a lot site area 450m^2 and over the proposal complies with QDC and Detached Dwelling Code. Tick 'Yes' to Q3 Section 3 Proceed to Section 4	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4
PC9 – PRIVATE OPEN SPACE		
1. For lots with a site area under 450m^2 only Will the garage, shed or carport maintain a clearly defined outdoor living space for the House, which includes: • an area of at least 16m^2; and • no dimension less than 4 metres; and • access from a living area; and • a slope of not more than 1 in 10; and • visual privacy from another outdoor living space by a window/balcony screen?	☐ Yes Proposal complies with QDC and Detached Dwelling Code. Tick 'Yes' to Q3 Section 3 Proceed to Section 4	☐ No Concurrence Agency Assessment required. Tick 'No' to Q3 Section 3 Proceed to Section 4