

Planning Application Checklist – Outbuildings and structures – sheds, carports, verandahs etc.

Use this information as a guide to complete your application to construct an outbuilding or structure such as a verandah, garage, carport, shed associated with a dwelling (outbuilding) or agricultural outbuilding.

Considerations that may affect your application

When making a decision on an application of this nature, Council will generally consider:

- The planning controls that apply to the site and the planning policy framework found within the South Gippsland Planning Scheme.
- The location and height of the proposed structure and any amenity impacts that the structure may cause.
- Proposed materials of the structure, and whether these fit within the proposed setting.
- Whether the proposed structure will impact on any views or vistas, vegetation, watercourses or be detrimental in terms of soil erosion.

Documents to submit with your application for a planning permit

Council requires certain information to be provided with your application in order to properly assess it. To ensure that your application can be processed quickly and efficiently, it is important that you provide the following documentation:

Document	
1	A planning permit application form (completed, dated and signed).
2	A current copy of the Certificate of Title for the land that shows current ownership details, in addition to a Title Plan (all title information must be no older than 60 days).
	Recent title information can be downloaded from https://www.landata.vic.gov.au (a small fee applies).



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Document

- 3 A copy of any registered covenants, restrictions or Section 173 Agreements if they apply to the land (these will be indicated on your Certificate of Title).
- 4 Copy of a fully dimensioned Site Plan drawn to scale showing:
 - Boundaries and dimensions of the site.
 - Adjoining roads and vehicle access points.
 - Relevant ground levels of the site.
 - Location of new proposed building(s) and works.
 - Location and dimension of driveways, vehicle parking areas, loading bays, if any.
- 5 Recent photograph of the site.
- 6 Further documents and a written response against the relevant zone, overlays or other planning policies may be required to assess your planning application and assist Council in making a timely decision. If you know why a planning permit is required, please review the relevant 'application requirements' under the applicable zone or overlay:

South Gippsland Planning Scheme | South Gippsland Shire Council

If you wish to speak further with a planner prior to submitting your application, please contact our planning team.

Contact Us

Email: council@southgippsland.vic.gov.au

Phone: 5662 9200



South Gippsland
Shire Council