



CONSTRUCT A FENCE IN AN OVERLAY

VicSmart is a simple and fast assessment process for straightforward planning permit applications designed to deliver planning outcomes in 10 business days. There are certain categories of application that form part of the VicSmart process with details available on the Council website.

This checklist relates to an application to construct a fence on land affected by the **Environmental Significance Overlay, Significant Landscape Overlay or Design and Development Overlay**. It sets out all of the information that is required to be submitted with an application. If the land is in a residential zone also complete **Checklist 3 - Front fences**. If the land is in a Heritage Overlay also complete **Checklist 7 - Heritage Overlay**.

If your land is affected by another overlay then you will need to follow a different process. Please have a chat to a planner to discuss your options.

All of the information in the checklist needs to be provided to ensure that your application can be assessed as quickly as possible. Please use the tick box and sign the declaration at the bottom to confirm you have provided all of the information.

APPLICATION REQUIREMENTS		Applicant use	Council use
1	A completed application form	<input type="checkbox"/>	<input type="checkbox"/>
2	Signed declaration on the application form	<input type="checkbox"/>	<input type="checkbox"/>
3	The application fee	<input type="checkbox"/>	<input type="checkbox"/>
4	Copy of title and any registered restrictive covenant <i>Provide a full, current copy of the title (no more than three months old) for each individual parcel of land forming the subject site. (The title includes the covering registered search statement, the title plan of subdivision and the associated title documents, known as 'instruments', e.g. restrictive covenants)</i>	<input type="checkbox"/>	<input type="checkbox"/>
5	Three (3) copies of a layout plan drawn to scale and fully dimensioned showing: <ul style="list-style-type: none"> ▪ The location, shape and size of the site ▪ The location, height and design of the proposed fence including details of materials 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

I acknowledge that if I have not provided all of the information set out in the checklist or if there are any errors in the documentation then Council will request further information in order to properly assess the application. This will result in longer processing times.

Sign / Date