

APPLICATION REQUIREMENTS: DAMS

This checklist sets out the information you need to provide to Council when applying for a planning permit to construct a dam.

A planning permit is not required to construct a dam if a licence is required under the *Water Act 1989*. You can check by contacting the relevant Catchment Management Authority whose details are at the end of this checklist. If a licence is not required under the *Water Act 1989*, then a planning permit is required from Council.

Council requires certain information to be provided in order to properly assess your application against the planning controls contained in the Mitchell Planning Scheme. To ensure that your application can be processed quickly and efficiently, it is important that all the relevant information is included.

An application to construct a dam must be accompanied by the following information:

Standard information to be provided with all applications

- **A fully completed and signed application form.** The application form can be obtained from the Statutory Planning page on Council's website.
- **A full current copy of Title** for the land, including current ownership details, title plan and a full copy of any registered covenants, restrictions or Section 173 Agreements that apply to the land. The copy of Title must be clearly legible and no older than 3 months. A copy of the Title can be obtained by contacting the Victorian Land Titles Office on (03) 8636 2456 or download a copy from <https://www.landata.vic.gov.au>.
- **The prescribed application fee.** Please refer to the fee schedule on Council's website or contact Council's Statutory Planning Unit to determine the applicable fee.

Plans to support the proposal (including three copies of the plans with at least one copy at an A3 size)

- **A proposed site layout plan** drawn at a scale of 1:100 or 1:200 which includes, as appropriate:
 - The boundaries and dimensions of the site.
 - Adjoining roads.
 - The location of all existing buildings and their proximity in relation to title boundaries.
 - Relevant ground levels.
 - The location of the proposed dam and its set back from the boundaries of the site.
 - Any proposed landscaping or vegetation within the site.
 - The location of existing or proposed septic tanks or effluent fields including their set back from any watercourse, waterway or dam.
 - All external storage and waste treatment areas.
- Fully dimensioned **plans and sections** drawn at a scale of 1:100 or 1:200 which includes:
 - The length and width of the dam.
 - The capacity of the dam in megalitres.

Contact us:

t: (03) 5734 6200
e: mitchell@mitchellshire.vic.gov.au
w: www.mitchellshire.vic.gov.au

STATUTORY PLANNING

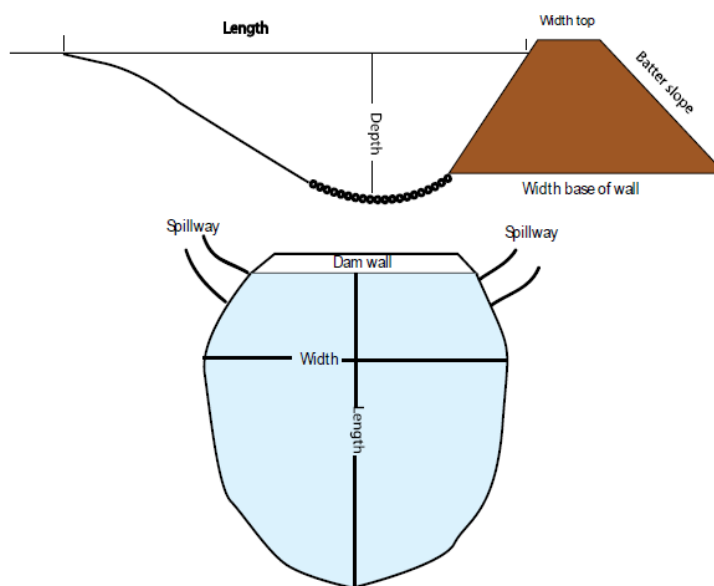
Information Sheet

- Cross sections of the dam including:
 - Width at base of dam wall.
 - Width at top of dam wall.
 - Depth and length.
 - Slope of batters.
- Details of dams construction materials, including any spillway (it is suggested that the wall of the dam to have a suitable foundation and be constructed of compacted clay material so as to be completely stable and watertight and that the spillway be constructed of rock or a similar non-erodible material).
- Any water diversion mechanisms.
- Any erosion or native vegetation protection measures.

Other information to support the application

- **A written description** about the purpose of the dam.
- **A statement against the application requirements** (as appropriate) set out at clause 21.05-3 of the Mitchell Planning Scheme.

Example of the required plan and section of the dam



Some other relevant things to consider

Does the dam also need to be registered under the Water Act?

From the start of 2011 in Victoria, all new or proposed alterations to domestic, stock water and lifestyle dams located on a parcel of land smaller than 8 hectares within the Rural Living Zone, Low Density Residential Zone, Residential Zone, Green Wedge Zone or Township Zone are required to be registered with the relevant water licensing authority before the dam is constructed. The relevant water licensing authorities that have jurisdiction within the municipality are outlined at the end of the checklist. The registration of a dam (as opposed

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to the licensing under the Water Act 1989) does not exempt the need for a planning permit, if one is required.

Useful reference documents for water and dam construction

The Department of Environment and Primary Industries (DEPI) 'water' website provides useful information regarding water and dams. Please visit www.water.vic.gov.au to get more information including the publications 'Questions & Answers: New regulations for household dams, DSE 2011' and 'Your Dam, Your Responsibility, DSE 2007'.

Pre-application

Before you submit an application for the construction of a dam, it may be useful to have a pre-application meeting with the Statutory Planning Unit to ensure that any preliminary issues or concerns are addressed before your application is submitted. Please contact the Statutory Planning Unit to arrange a pre-application meeting.

For further information and to lodge an application

Visit our website	www.mitchellshire.vic.gov.au
Send us an email	mitchell@mitchellshire.vic.gov.au
Give us a call	(03) 5734 6200 (option 3) <i>Monday to Friday, 9.00am – 5pm</i>
Visit a planner	Planning and Building Services Office Level 1, 61 High Street, Wallan <i>Monday to Friday, 9.00am – 5pm</i>

The following options are available to lodge your application:

In person Planning and Building Services Office Level 1, 61 High Street, Wallan; <i>(This Office only has EFTPOS and Credit Card facilities and does not accept cash or cheque payment)</i> or Broadford Customer Service Centre 113 High Street, Broadford	By post Statutory Planning Department Mitchell Shire Council 113 High Street, Broadford 3658 <i>(please include a cheque payment or call to make a credit card payment)</i>
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Note: These requirements are intended as a guide for applicants only and may vary depending on the extent of the proposed use and/or development. This list of information to be provided is not exhaustive and is compiled without the benefit of a site inspection or referrals which might reveal other material constraints and/or considerations. Additional items may be required to enable a proper consideration of an application. Council reserves the right to request additional information pursuant to Section 54(1) of the Planning and Environment Act 1987. Other planning scheme controls may also affect your proposal. Please check the planning scheme requirements before submitting an application by visiting the Department of Environment, Land, Water and Planning Website or visiting the planning enquiries counter at the Planning and Building Services Office of Mitchell Shire Council.

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