

April 2023_Projects

INTRODUCTION - MULTI-UNIT DEVELOPMENT

Dear Prospective Client,

This is a brief summary of the procedure and information required to construct a “Dual Occupancy or Multi-Unit” development through to subdivision.

At our initial meeting we discuss the issues relating to your site and the likelihood of success of an application at this site. “Rescode” and “The Good Design Guide for Medium Density Housing” state that “Not all sites are Suitable for Development”. All sites are unique, and developments need to be site-specific in design. There is no guarantee that an application will be granted a permit. Rescode is a local neighbourhood - based code, and what may have once been permitted may no longer be acceptable. You must advise us as to the type of development you require us to prepare. It is prudent to seek local agents’ advice as to the best product for your site.

Prior to commencement we require a deposit, and a current, legible copy of title including covenant information for our staff to commence work to proceed to gather information for us to accurately design and advise you on the design potential and restrictions of your site. You need to provide times, dates and phone numbers for access for our site team to visit the site to photograph and record additional information. A design brief/colour selection schedule is also provided and required for each application. Any ideas you have that you wish to be included in the design, such as magazine cuttings, sketches etc. are to be provided to us at our interview.

Our application to Council is for the theory of constructing more than one dwelling on an allotment. To proceed to subdivision, a separate permit to sub-divide is required to be prepared by a licensed surveyor. Council requires that a feature and re-establishment survey is completed to accurately depict the site conditions and environs. This survey must be cross-referenced to Australian Height Datum. The survey must identify neighbours’ buildings and conditions, trees, gradients and levels. It is cost-effective to use the same surveyor that prepares the feature survey to complete the actual sub-division. A list of surveyors and cost estimates are provided for your convenience. Titles will not be issued until the development is nearing completion, which is generally about 3-6 months after building permit. You need to engage the surveyor, confirm pricing and liaise with them as to the sub-division process and progress through to title release.

The deposit covers the cost of applying for information to the relevant authorities, our initial onsite measure up, and a simple concept plan of what we believe is the maximum potential of your site. (What we believe will provide its best chance for success at council). Please ensure that items indicated on the checklist are provided to enable us to complete your fee estimate, assessment and concept plan.

During the application process, do not commence works or make changes. It is critical that all trees existing on the site are retained until your permit is granted. Local law permits are required to remove trees in most municipalities. Rescode, VCAT and Council prohibit issuing permits on sites that have been “moon-scaped” prior to the lodgement of a permit application.

When our concept plans are complete, we meet to discuss the design outcome and fine-tune the resulting plans. When you are satisfied that our design is acceptable, we will complete the application ready for lodgement. All fees are to be paid prior to lodgement. The application will be lodged with Council by a member of staff or courier.

Once an application is lodged, our staff follow-up on the Permit’s progress fortnightly. The application is delegated to a planner who checks that all necessary information to process the application has been provided. We are then able to discuss with the planner relevant issues as to the application’s progress. Council’s Application Procedure and Time Frames guidelines are provided for your information.

Council will advise as to whether further information such as consultant’s reports or arbour reports etc. are required. When Council is satisfied that it is in possession of all the correct information, it will allow the application to be advertised. Some Councils provide an advertising and/or mailing service. An allowance will be made in your price estimate for advertising required for this project.

The advertising process takes about three weeks. When advertising is complete, Council will advise as to whether the application can be determined or that objections have been received and that the application is to be directed to a Residents’ Meeting or Council Development Approvals Forum. It is recommended that if there are a significant number of objectors to the proposal, a Town Planning consultant be appointed to co-ordinate and respond to address the objections raised. A list of consultants is provided for your convenience. Thomas Anderson Design Pty. Ltd. will attend objectors’ meetings to provide comment on design issues if required. VCAT representation can be provided at an additional cost.

All Councils vary their procedures in the final approval process. Generally, the permit is issued with conditions. Amended plans are then re-submitted to address the conditions of permit. When the plans are endorsed, and all conditions are known quotations and estimates for Building Permit Approval can be confirmed (copies of fee structures for working drawings are also included for your perusal). Thomas Anderson Design Pty. Ltd. retains the copyright and ownership of the design of the project and releases the project for construction once the working drawings are completed.

Thank you for your inquiry, and for providing us with the opportunity to be involved in your project.

Yours faithfully,

Shane Thomas & Dennis Anderson

Company Directors

<u>PG</u>	<u>ITEM</u>
1.	<i>INTRODUCTION</i>
3.	<i>CONTENTS</i>
4.	<i>CHECK LIST</i>
5.	<i>DUAL OCCUPANCY / MULTI UNIT DEVELOPMENT PROCEDURE</i>
7.	<i>PLANNING PROCESS – THROUGH TO COMPLETION.</i>
8.	<i>POSSIBLE DESIGN ISSUES</i>
9.	<i>ADVERTISING</i>
10.	<i>PROCEDURES & TIMELINE</i>
11.	<i>ENERGY RATINGS</i>
12.	<i>CONSULTANT DIRECTORY</i>
16.	<i>RECENT PROJECTS BY THOMAS ANDERSON DESIGN</i>
18.	<i>HOW MUCH DOES A UNIT DEVELOPMENT COST?</i>
19.	<i>PLANNING SUPPORT.</i>
20.	<i>DESIGN BRIEF, THEME & COLOUR SCHEDULE (TO BE COMPLETED & RETURNED TO THOMAS ANDERSON DESIGN)</i>

CHECK LIST

Dear Client,

This is a brief summary of the procedure and information required for “Dual Occupancy and Multi-Unit Development, through to subdivision. Please ensure that items indicated on the checklist are provided for us to complete your fee estimate and assessment. Rescode and The Good Design Guide for Medium Density housing state that **"Not all sites are Suitable for Development". All sites are unique, and developments need to be site-specific in design. There is no guarantee that an application will be granted a permit. Rescode is unpredictable and what may have once been permitted may no longer be acceptable.**

Clients Name: _____ **Tel:** _____

Job Address: _____

- Copy of title - Plan of Subdivision and covenants.
Note: Unmarked easements and covenants may exist on title although not obvious.
- Covenant Declaration. **(See rear page)**
- Arrange access to property – Our Site team will contact the occupant for access
Appointed Time: _____ Date: _____
- Provide contact numbers for occupier-owner-tenant.
Name: _____
AH: _____ **BH:** _____
- Owners consent form signed to prepare and lodge plans. **(Copy at rear)**
- Engage surveyor for feature-level, re-establishment survey and subdivision. Surveyor is to make sure that subdivision is practical and permissible. Please have your surveyor contact us for instructions and co-ordination of work.
- Deposit/Establishment Fee – Major credit cards accepted \$_____ Including GST
Residence \$ 1,100.00 Dual Occupancy \$ 1,650.00 Multi-Unit \$ 2,200.00
- Acceptance of Fee Estimate. Signed and return to Thomas Anderson Design. **(Copy at rear)**
- Design Brief & Your Requirements - Theme and Colour Schedule. **(Copy at rear)**

Prior to completion of application for lodgement cheques are required for:

Balance of Account – Adjusted Fee Structure less deposit paid plus submissions.

A written cost estimate can be provided upon receipt of title and the above information. Cost estimates for completion of working drawings will only be provided when Planning Approval has been granted. Redesign as a result of overdevelopment will result in additional charges.

Thank you for the opportunity to be involved in this project.

Shane Thomas - Dennis Anderson

Company Directors at Thomas Anderson Design

DUAL OCCUPANCY & MULTI UNIT DEVELOPMENT PROCEDURE

Following is the step by step procedure to prepare and obtain a Town Planning Permit, Working Drawings, Subdivision, Title Release and Building Permit.

STAGE 1: DESIGN CONCEPTS - TOWN PLANNING APPLICATION

A. Initial Consultation, Deposit, Feasibility Concept Stage

- Initial brief: Consultation with client to initiate project to be engaged to prepare designs and define extent of service / scope of works
- Provide fee estimate based on scope of works. Deposit required on acceptance of fee estimate
- Site visit: Measure up and familiarise with site, record site features, gather information for site analysis and photograph for montage
- Check property services: Sewer: local water authority – eg. South East or Yarra Valley Water
Storm water: council for drainage information
- Prepare concept design with client design or individual design for project, liaise with council and authorities re suitability of design

B. Complete Town planning Documentation Stage

- Consult with client re preliminary design and prepare town planning, arrange cheques, sign application, obtain owner's consent etc, discuss and finalise preliminary designs
- Liaise with required sub-consultants i.e. Surveyors, landscape, traffic consultants, drainage, structural engineers, arborist s etc. (Sub-consultants fees are directed to client.)
- Complete town planning drawing and documentation: Complete drawings and documentation to lodge at council, prepare associated reports as required, prepare street scape and photo montage.
- Lodge town planning application and follow up for permit: lodge via registered mail, hand deliver or courier, make follow up calls to council on a fortnightly basis, provide amended plans to address issues raised by council. Full payment is due prior to lodgement of application.
- Advertising: Erect signage on site and send registered mail to neighbours (If required by council)
- Appeals and objections: Attend council meetings, engage town planning consultants. Prices will be estimated if required.

“All accounts are to be paid prior to lodgement.”

When assessment process is complete, council will issue one of the following:

- | | |
|---|---|
| a) Planning Permit | Endorsed plans with conditions
(Implied right to sub-divide) |
| b) Notice of Decision to Grant a Permit | Permit pending - no appeal to VCAT
(Neighbours/Council acceptance) |
| c) Notice of Refusal to Grant a Permit | Refusal Subject to appeal by client to VCAT |

Should the application be refused a strategy meeting is recommended with a Consultant Town Planner to determine measures and procedures for VCAT appeal or new submission. Separate prices to review documentation will be provided accordingly.

STAGE 1C: PRELIMINARY CONSULTANT'S SERVICES

- Arrange geotechnical soil report and footing recommendations
- Obtain Council Building information
- **Client** to meet with and engage Land Surveyor (see consultant directory provided) to complete:
 - Feature level and re-establishment survey to Australian Height Datum (AHD) for planning application
 - Subdivision and preparation of title. Discuss with surveyor the processes and outcome of the subdivision to suit your financial circumstances.

STAGE 2A: SUB-DIVISION VIA APPOINTED LAND SURVEYOR

When permit is issued, or dwelling is under construction you the **Client** instruct the appointed Land Surveyor to complete the application for subdivision with Council and Titles Office. Thomas Anderson Design will forward the approved permit plans to the surveyor. It is not mandatory to proceed to sub-division; however, it could take some months to achieve titles after the buildings are complete. The land surveyor will co-ordinate service authority and Council approvals needed for statement of compliance and eventual title release.

A full comprehensive overview of the sub-division process entitled "Using Victoria's Planning Scheme" can be found online.

STAGE 2B: WORKING DRAWINGS & BUILDING DOCUMENTATION

- Meet with client to provide a fee estimate to prepare working drawings and building documentation, including co-ordination of the required sub-consultants' services i.e. Structural, Soil & Drainage Engineers, Energy Consultant etc.
- Complete Working Drawings for tender and/or building permit
- Arrange structural engineer's design, drawings, computations and certificate of compliance
- Arrange drainage engineer's design, drawings, computations and council approval
- Applications to Council and Melbourne Water to build on land liable to flood (if required)
- Prepare documentation to lodge with building surveyor for permit and inspections
- Protection Notices, Dispensations etc (if required)

STAGE 3: BUILDING PERMIT & INSPECTIONS

- Liaise with building surveyor and provide information required to obtain building permit.
- Building surveyor to undertake inspections

PLANNING PROCESS – THROUGH TO COMPLETION

Item	Consultant
1 Meet to discuss project - Prepare concepts.	Client - TAD
2 Organise Land Surveyor Feature Levels / Re-establishment	Land Surveyor
3 Complete & Lodge Planning Application – Use Permit -	TAD -Client
4 Prepare plan of Sub-Division Complete & Lodge Planning Application – Sub-division Permit	Land Surveyor
5 Complete Building Plans & Documentation – Soil Report Drainage & Sewer Energy Reports	TAD – Client Geotech Consultant Engineer -Plumber Energy Rater
6 Submit to Builders for Tender	Client
7 Submit for Approvals Building – Drainage – Sewer etc. Build over easements- Building In flood zone Protection Notices	Client &/or Builder Consultants & Service Authorities.
8 Organise/Pay Contributions-Levies Sewer – Water- Open Space Net Gain – Vegetation	Client/Surveyor
9 Obtain demolition Permit	Client/ Building Surveyor
10 Set out Units Pre-Slab Footing Inspection/s x 2	Land Surveyor Building Surveyor
11 Construct Units Frame Inspection – Final Inspection x 2 Certificate of Occupancy	Builder Building Surveyor
12 Check Survey -Subdivision	Land Surveyor
13 Submit Sub-division for Certification – Compliance Section 173 Agreements etc.	Land Surveyor Council Council’s Solicitor
14 Submit to Titles Office	Land Surveyor Clients Conveyancer.

POSSIBLE DESIGN ISSUES

“Rescode” and “The Good Design Guide for Medium Density Housing” state that **"Not all sites are Suitable for Development."** Therefore, there is no guarantee that a Town Planning Permit will be granted.

HOW MUCH LAND IS REQUIRED? (Minimum land size required for a second dwelling.)

Sites vary in nature and the area required adjusts accordingly. These figures are approximate and may not cover all municipal variations to Rescode and soon to be introduced Liveable & Energy Smart Housing Codes. It is strongly recommended that developments should have a minimum density of 1:250–300 m² or greater. Some Councils & Suburbs have unrealistic expectations relative to Regulation change and the continual Price Bracket Creep and unaffordability. Some Councils believe that they have reached Urban Saturation, and look to reduce Housing Density.

Dual Occupancy - Sites from 600 m². 3 Unit Development - 900 m²+ STCA

Redevelopment of rear yards should have a minimum of at least 300 m² with appropriate northerly aspect. Council will not approve Secluded Open Space, Garage, Carports and some parking forward of the building line. All must be located beside or at the rear of an existing dwelling.

Councils generally support two storey developments at the front of a site, or on corner sites where there are already two storey developments abutting. Some Council’s are reluctant to approve two storey developments within the balance of the site, so that precedence’s are not set. Remember that all examples that you will have seen of unit developments to the contrary were approved under less Stringent Planning Controls. Two storey floor area and construction must be significantly smaller than the ground floor. Councils vary plot ratio from 50 – 75%. Therefore, a dwelling of 100m² ground floor can have an upper floor area of around Say 75m² or 75%.

Neighbours generally object to Two Storey Applications due to over shadowing, bulk, neighbourhood character and loss of privacy and/or amenity. It is very difficult to have objections removed once lodged with council. There is less opportunity for objection in single storey developments. The designer must be mindful of neighbour’s windows, trees, solar panels on roofs, and open space and must design the proposal with the neighbour’s interests as a priority.

Do not remove any trees or vegetation prior to lodgement of an application. Tree protection exists in most municipalities and “Penalty Fines” or Refusal of the application by the local authorities may result where inappropriate clearing and removal has occurred.

Garden Area – Permeability.

In 2017, The Melbourne Metropolitan Planning Scheme MMPS adopted a Minimum Garden Area Requirement for all Residential sites in Victoria. The Garden Area Formulae varies depending on the size of the site. It is intended to provide opportunity for planting of trees and reduction of Hard surface to reduce Storm Water Run off.

Sites	Up to 500 M2	25% Garden or Permeable Area.
	500 - 650 M2	30% Garden or Permeable Area.
	651 M2 and above	35% Garden or Permeable Area.

ADVERTISING

Advertising is a mandatory requirement for Town Planning Applications. The procedures and method of advertising may vary from council to council. Some Council's provide an advertising service and when available, will be used to minimise the fees charged to the client. Clients are able to complete the advertising themselves, however any error in the completion of each stage of the advertising could have a severe effect on the outcome of the application.

The most common and general form of advertising is to erect a weatherproof sign on site and notify the adjoining neighbours and persons deemed to be affected by the application by registered mail. Any person or company who believes that they are affected by the application can lodge an objection to your proposal.

Procedures to be followed and several forms of proof are to be provided during and at completion of the advertising process and include:

- Attend council to pay for and collect the advertising material.
- Provide receipts that mail was in fact sent
- Provide delivery receipts that mail was in fact collected by neighbours
- Monitor the continual display of signs to prevent vandalism for 2 weeks.
- Return the sign to council at the end of the process.
- Provide a signed statutory declaration that advertising was completed correctly.

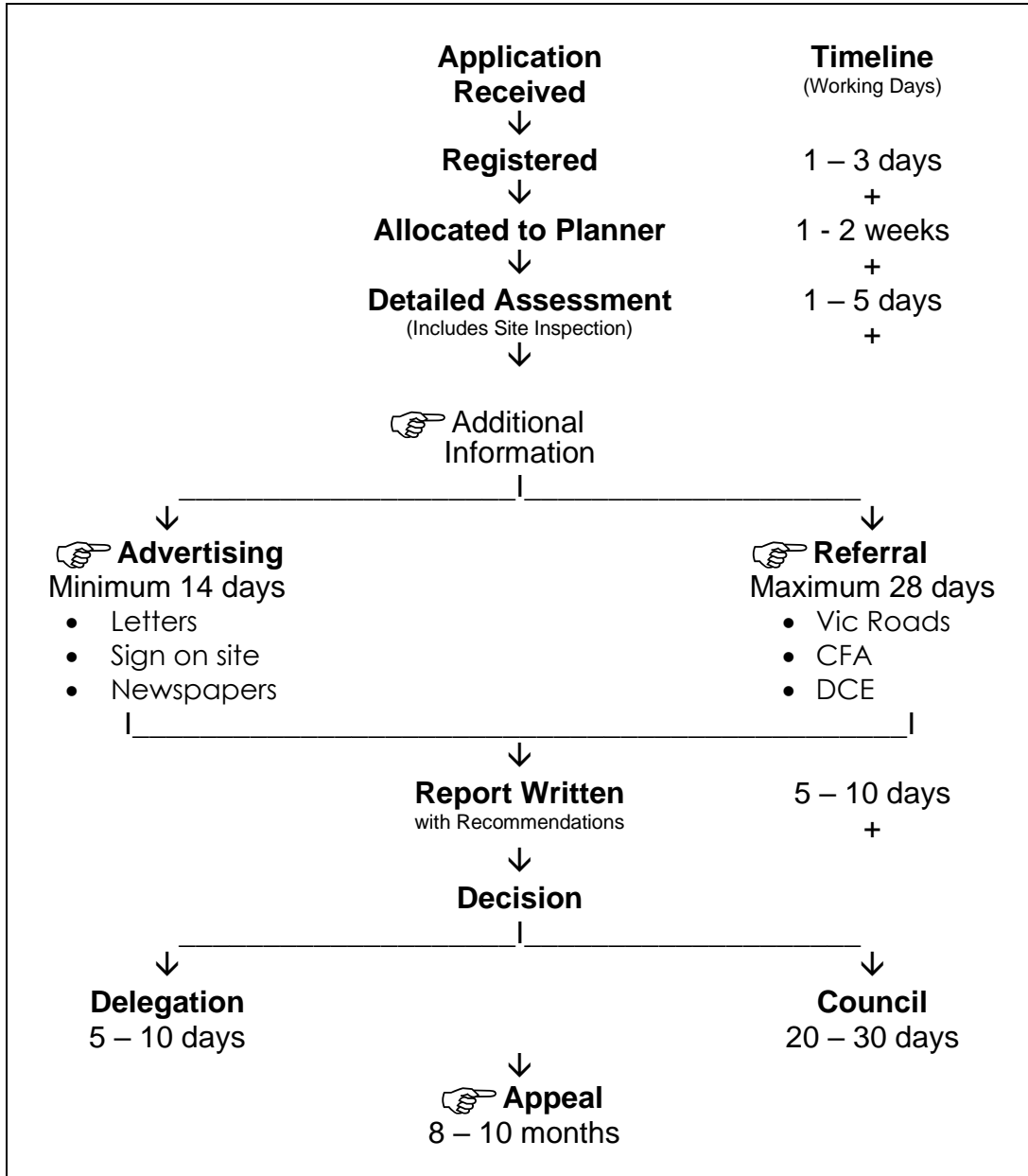
To minimise inconvenience to our clients we offer a complete advertising service. The fee for this service is usually estimated at \$500 but may vary according to the project.

Re-advertising of amended applications and Mail outs for VCAT Appeals will be priced on a separate and different fee structure should the need arise.

Note: The above-mentioned fees are guestimates and are subject to change without notice. To determine actual figures an application to local Council is required. An approximate or nominal fee for the above service is normally included in the fee estimate.

PROCEDURES & TIME LINE

Planning Application Procedure



 **Denotes Stages not always applicable**

ENVIRONMENTALLY SUSTAINABILITY DESIGN ESD ENERGY SMART HOUSING & HOUSING LIVABILITY

Energy Ratings have become a mandatory requirement to include in Dual Occupancy & Multi Unit Development Assessments. The State Government and all Municipalities are introducing to their Planning Schemes Mandatory Requirements that all Developments are Environmentally Sustainable in Design towards 2030 compliance. In essence councils are looking to reduce “The Carbon Footprint” of projects that require Planning Applications through building construction methods. The Building Regulations are to be introduced from October 2023, however some councils are introducing them now.



Council are now requesting New Reports that are to be prepared and certified by consultants:

- Sustainability Report (See items below)
- Water Quality & Catchment Plan. This is not the Drainage Plan which is prepared after Permit Conditions are provided when the Permit is issued.
- Preliminary 7 Star Energy Report (Means will have to be done twice)

Each application is different however the measures listed below are some of the likely inclusions that will be adopted in your application to be compliant with 2023 Regulation change. These Features need to be included in the application and be indicated on the plans:

- 3000-4000L Rainwater Tanks – one to each residence. 2000 L for re-use
- Rain tanks are to collect 100% of the roof area runoff.
- Rainwater tanks to be plumbed to all cisterns & overflow to be directed to Rain Gardens
- 3kW solar panels to each roof – Assume 9-11 1000 x1700 per panel- Subject to Orientation’
- All Habitable Room Windows to be Clear Double Glazed.- With flyscreens.
- 3 Three bins to each residence – Waste, Recyclables, Green
- Car Charging 10amp Power point to garage for car charging
- Landscape plans to show water efficient species (once established)
- Each residence to have a minimum 6,6.5 or 7 Star energy rating (7 Stars from Oct 2023)
- Heating and Cooling systems to be certified under MEPS and zoned areas.
- Ductwork to comply with the BCA guidelines for services.
- Hot Water Systems to be gas instantaneous with min. 6 star energy rating.
- Gas to be eliminated from construction by 2030. Avoid Gas Cooking, Heating & Hot Water.
- Lighting to be efficient lamps with maximum 4W/m2 overall.
- External lamps to have motion sensing devices.
- Independent metering to be provided for electrical and water main to each residence.
- Tapware to be 5 star rated, Showers 3 star rated & toilets dual flush 4 star rated.
- External taps to be installed to rear outdoor living spaces, or from rain tank.
- Kitchen cabinet joinery is to have a dual bin provided for recycling & general waste.
- All Timbers are to be from renewable or regrowth plantations.

This is a Sample Checklist from Merri-bek Council, Other councils are formulating their interpretation. This is a summary of the 99 page Document in the link. [Energy Smart Housing Manual | Sustainability Victoria](#)

DRAINAGE STRATEGY & (WSUD) WATER SENSITIVE URBAN DESIGN PRINCIPLES

Council are now requesting New Reports that are to be prepared and certified by consultants:

- Water Quality & Catchment Plan. This is not the Drainage Plan which is prepared after Permit Conditions are provided when the Permit is issued.

Water Quality & Water Sensitive Design Principles are to be incorporated into the eventual “Storm Water Drainage Design” required by the responsible authority (council) for final approval prior to construction. This may include a variety or combination of components which may include:

- Strategy for Onsite Storm Water Drainage Detention and use of Rain Water Tanks.
- Storm Water Harvesting and re-use of storm water for toilets, garden watering etc,
- Soil Percolation – Site soakage and infiltration. (Permeable paving to protect trees)
- Rain Gardens/On-site treatment to improve water quality directed to the Street System

The project design must include WSUD inclusions to ensure the project is approved by council and contributes towards the developments environmental sustainability. Water quality works within the development are to achieve compliance with “Best Practice Standards”. Some councils will accept a fee to offset your water quality obligations.- Thomas Anderson Design work with various engineering Companies to achieve Efficient and cost Effective WSUD Solutions.

CONSULTANT DIRECTORY

We have found the consultants listed below to provide a professional service at reasonable rates. Please ask the surveyors you engage for a fixed price and ask them to contact Thomas Anderson Design Pty Ltd prior to commencement of work for instructions.

LAND SURVEYORS

To provide relocation and re-establishment of title boundaries, provide feature and level survey information, and subdivision of project to titles office requirements.

NILSSON, NOEL & HOLMES

8A Codrington Street, CRANBOURNE VIC 3977
Ph: 03 5996 4133
Fax: 03 5996 6119
Contact: David Neville or Stan Jefferies
Email: nhsurv@netspace.net.au



PENINSULA SURVEY GROUP

24A Progress Street, Mornington VIC 3931
Ph: 03 9787 2980
Fax: 03 9787 4763
Contact: Alan Runting or Peter Cranwell
Email: mail@peninsulasurvey.com.au



P.G. SPEEDIES AND ASSOCIATES

55 Marine Parade, HASTINGS VIC 3915
Ph: 03 5979 1655
Fax: 03 5979 3355
Contact: Andrew Lovelock or John Kenter
Email: reception@speedies.com.au



CARSON SIMPSON PTY Ltd

6/6-8 High Street, Cranbourne VIC 3977
Ph: 03 9898 0761
Fax: 03 9890 4173
Contact: Cliff Carson
Email: cssurvey@websurf.net.au



TAYLORS DEVELOPMENT STRATEGISTS

8-270 Ferntree Gully Rd, NOTTING HILL VIC 3168
Ph: 9501 2800 Fax: 9501 2844
Contact: Leo Bateman : taysur@ozemail.com.au



LANDSCAPE-HORTICULTURALISTS-ARBORISTS

To provide landscape design, tree report, and pruning methods, representation at objectors meetings and appeal hearings

GENUS LANDSCAPE ARCHITECTS

Suite 1/415 McClelland Dve, Langwarrin VIC 3910
Ph: 9788 8700 Fax: 9788 8799
Mobile: 0432 615 647
Contact: DAN LENKO
Email: daniel@genusla.com.au



TOWN PLANNERS

To provide representation at objectors meetings and co-ordinate appeal.

SOUTHERN PLANNERS

1/415McClelland Dve, LANGWARRIN VIC 3910
Ph: 9788 8700
Fax: 9788 8799
Mobile: 0409 309 026
Contact: COLEBY MCDONOUGH



TRACT CONSULTANTS

195 Lennox Street, RICHMOND VIC 3121
Ph: 9429 6133
Fax: 9429 5925
Contact: NEVAN WADESON OR ANDREW ROBERTSON



KEEN PLANNING SERVICES

Suite 1, 19 Williams St, BALACLAVA VIC 3183
Ph: 9596 9000
Fax: 9596 6608
Mobile: 0417 345 908
Contact: BRUCE KEEN



PENINSULA PLANNING CONSULTANTS

P.O. Box 1159 , MORNINGTON VIC 3931
Ph: 9787 1329
Fax: 9787 9642
Mobile: 0419 595 721
Contact: RICHARD UMBERS

RATIO CONSULTANTS

9 Clifton St, Richmond VIC 3121
Ph: 9429 3111
Fax: 9429 3011
Contact: DAVID CROWDER



TAYLORS DEVELOPMENT STRATEGISTS

Building 8 -270 Ferntree Gully Rd, NOTTING HILL VIC 3168
Ph: 9501 2800
Fax :9501 2844
Mobile: 0413 702 956
Contact: NICK HOOPER



KLM SPATIAL

2/3 Ordish Road, Dandenong STH VIC 3175
Ph: 9794 1600
Fax: 9794 9532
Contact: ROGER GREEN
Email: rogerg@klms.com.au



ABORIGINAL HERITAGE CULTURAL CONSULTANTS

CONSULTANT DIRECTORY

We have found the consultants listed below provide a professions service at reasonable rates. Please ask the Heritage Consultants to Contact Thomas Anderson Design prior to the commencement of any investigations for copies of plans/documents, if required.

Please be advised Thomas Anderson Design is able to source quotes on your behalf and directly liaise with the engaged consultant to manage the Cultural Heritage Management Plan process. Engaging Thomas Anderson Design to manage this process on your behalf will attract a service fee Refer to Planners Cost Schedule excluding gst.

**URBAN
COLOURS ARTS
PTY LTD**

315 Evans Road Longwarry 3816
PH: 0410 440 464
EMAIL: Bunjilin@bigpond.com
CONTACT: Annette Xiberras



**ANDREW LONG
& ASSOCIATES
PTY LTD**

PO Box 2471 Fitzroy 3065
PH: 8415 0699 FAX: 8415 1299
EMAIL: andy@alassoc.com.au
CONTACT: Andrew Long



**O BELL
HERITAGE
SERVICES PTY
LTD**

PO Box 248 Euroa 3666
PH: 5795 2260
MOBILE: 0427 505 335
CONTACT: Joanne Bell



**ALPHA
ARCHAEOLOGY**

Suite 107, 10 Elizabeth Street,
Kensington, VIC 3031.
POSTAL: PO Box 1421, Kensington Vic 3031
PH: 03 9372 3350 FAX: 03 9372 3353
EMAIL: reception@alphaarc.com
CONTACT: Jodie Mitchell



**HERITAGE
INSIGHT PTY LTD**

PO Box 4168 East Richmond 3121
PH: 9429 4930 FAX: 9429 4915
EMAIL: matthewbarker@heritageinsight.com
CONTACT: Matthew Barker



**TARDIS
ENTERPRISES
PTY LTD**

Suite 4, 46-50 Old Princes Highway, Beaconsfield
PH: 9769 7765
EMAIL: tardisenterprises@bigpond.com
CONTACT: Andrea Murphy



**BENCH MARK
HERITAGE**

PO Box 82, KINGLAKE VIC 3763
PH: 0437005044
EMAIL: info@benchmarkheritage.com.au
CONTACT: Matthew Barker



Please note that this list is generated for your convenience and is by no means a complete list of all the Aboriginal Cultural Heritage Consultants available to you.

CIVIL ENGINEERS

To provide structural design, drainage and fire service design, geotechnical soil report and footing recommendations.

**Lanigan Civil
(Consulting Civil
Engineers)**

Unit 4, 7-9 Hall Street, Braeside VIC 3195
Tel: (03) 9558 4380
Fax: (03) 9587 9707
Contact GEOFF LANIGAN
Email: geoff.lanigan@lancivil.com.au



**KCE
ENGINEERING**

PO Box 628 BEACONSFIELD VIC 3807
Ph: 9796 2332
Fax: 9796 2305
Contact: George Kozik george@kceng.com.au



KLM SPATIAL

2/3 Ordish Road, Dandenong South Vic 3175
Ph: 9794 1600
Fax: 9794 9532
Contact: James Canning
Email: jamesc@klms.com.au



**CRAIG CIVIL
ENGINEERS**

3 Codrington Street, Cranbourne VIC 3977
Ph: 5995 4388
Fax: 5995 5330
Contact: Stephen Craig



**CHADWICK
GRIMMOND
ENGINEERS**

Suite G, 3/19 Bruce Street, Mornington VIC 3931
Ph: 5973 4257
Fax: 5973 4258
Contact: Joel Grimmond



**PSE
CONSULTING
ENGINEERS**

1/9 Byron Street (Building 2) Collingwood, 3066
www.pseconsult.com.au
T (03) 9190 8938 | M 0450 674 952
Contact: Peter Eley peter@pseconsult.com.au



URBAN CIVIL

Urban Civil Pty Ltd
M: 0418 142 436
E: kemal@urbancivil.net
Contact: Kemal Erciyas Principal



**HOME &
INDUSTRIAL
CONSULTING
ENGINEERS**

407 Flemington Road, North Melbourne
Ph: 9977 9863
Contact: Caroline Lee
engineers@homeandindustrial.com.au



BUILDING SURVEYORS



Building Surveyors & Consultants

Suite 3/55-57 Wangara Road
Cheltenham Victoria 3192
T: 8770 9900 F: 87863866
www.buildingstrategies.com.au
permits@buildingstrategies.com.au



KWA Building Permits & Inspections Pty. Ltd
ACN 137 725 618 ABN 11 929 856 946
www.kwabuildingpermits.com.au
Suite 1, 356 Main Street Mornington 3931
Telephone 1300 592 737 Facsimile (03) 5977 1927
Email: info@kwabuildingpermits.com.au



Nepean
Building Permits

1-5/1283 Point Nepean Road
PO Box 2234 DX 30051
Rosebud Victoria 3939
1/364 Main Street
Mornington Victoria 3931

www.nepeanbuildingpermits.com.au
info@nepeanbuildingpermits.com.au

ABN: 35 264 254 279 ACN: 103 281 527
T 03 5986 2466 F 035986 2045



428a New Street, Brighton VIC 3186
P: 03 9530 6685
admin@redtextas.com.au
www.redtextas.com.au



E: info@bsvic.com.au **P:** 03 9707 4443 **M:** PO Box 629, Beaconsfield VIC 3807



P: 9894 7504 **F:** 9877 0815 **A:** PO BOX 2130 Blackburn South 3130
M: 0419 541 321 **E:** neil@peakconstructioncompliance.com /
M: 0407 054 054 **E:** emily@peakconstructioncompliance.com

RECENT PROJECTS: DUAL OCCUPANCY & MULTI DWELLINGS



5 Norma Street, CHELTENHAM



551 Nepean Highway, FRANKSTON



7 Haigh Street, MORNINGTON



3 Darcy Street, MORNINGTON



Moomba Street, MORNINGTON



147A Nepean Highway, SEAFORD



5 Perkins Street, MORNINGTON



1 George Street, MORNINGTON

RECENT PROJECTS: RESIDENCES



Cliff Road, FRANKSTON



Manna Hill, MT ELIZA



Ragamuffin Point, MARTHA COVE



Brindabella Point



HOW MUCH DOES A UNIT DEVELOPMENT APPLICATION COST?

The pricing structure below is based on 120m² 3 bedroom single storey units with double garages. These amounts are estimates only and may not include all charges. Refer to separate site specific quote for exact charges. Prices do not include GST. Thomas Anderson Design is a building design company that can lodge applications on your behalf. We can provide Design Service or Design & Town Planning Service. Please note there is no guarantee of town planning permit approval. Should your application be unsuccessful then you will need to engage a professional planning service to represent your interest at VCAT.

Town Planning Application - GST exclusive		Dual Occ at Rear	2 New Units	3 New Units
Brief Concept & Preliminary Assessment		2,000	2,500	3,000
If site measure required	from	500	500	500
Preparation of Plans & Application		4,000	5,000	6,000

Additional Consultant Services (At extra cost if required - GST excl.)

Consultant Planner, Lodgement, Rescode, Report		3,000	3,500	5,000
Lodge & Monitor Fortnightly 3-4 hours (Doesn't include Mediation)		500	500	500
Facilitation, Representation & Mediation Meetings, Plan Endorsement etc		Refer to Schedule attached		
Advertising: Sign/s, Mail Out, Stat Dec. etc. Varies on service	from	500	500	500
Referral to Authorities – Councils vary	from	200	200	200
Council Fee (Est. cost up to \$ 250,000-\$999,000 – councils vary)	from	1,600	1,600	1,600
Title Search	from	75	75	75
WSUD Water Quality & Drainage Strategy	from	1,000	1,000	1,000
Sustainability Report	from	1,500	1,500	1,500
Site Specific Drainage Design	from	2,000	2,000	2,000
Arborist for sites with trees to be retained & removed 5	from	600	600	600
Landscape Architects design if deemed required	from	1,000	1,000	1,200
Local Law Permits for Tree removal	from	100	100	100
Planner Representation at VCAT	from	5,000	5,000	5,000

Surveyors Fees & Subdivision Services

Feature Level to AHD	Approx	2,000	2,000	2,500
Re-establishment Survey	Approx	1,000	1,000	1,000
Titles Office Lodgement Fee Council Planning & Certification	Fee From	1,500	1,500	1,500
Sub-division, Conveyance agents & Mortgagee's Consent	Approx	5,000	5,000	6,000
Section 173 Agreement - Pre-development Title Release		1,500	1,500	1,500

Authority Charges, Contributions & Levies - To be Confirmed- Job Specific

Water & Sewerage Connection fees
Power Supply: Underground new pit – to be negotiated with Power Authority
Sewer Connection or alteration PIC number (varies according to site) – Builders Plumber to organise
WSUD and Council Drainage Contributions in lieu of Retention System – varies per Council
Open Space Contribution (not applicable to dual occupancy) – generally 5% of land value (can be up to 12%)

GENERAL FEES TO CREATE A 2 LOT SUBDIVISION – Allow Approx \$30,000
 (This does not include Design & Installation of Services or Building Demolition)

Costs will increase accordingly for 3 units or more. The above-mentioned amounts are obtained from verbal advice and are subject to change without notice. To determine actual figures an application to authorities is required. Each site is unique and has fees that vary accordingly. These figures do not include site works such as drainage & retention system, servicing of units, underground & overhead connections.

PLANNING SUPPORT FOR TOWN PLANNING APPLICATIONS

The summary below is an overview of Planning Support Services that may be required for various projects - Single Dwellings, Dual Occupancy, Small Multi Unit, Industrial & Commercial Developments for construction value to \$1million. Whilst our staff are able to assist in applications should the application be refused and/or appealed to VCAT we can only provide assistance to you and your VCAT representative. A list of planners is provided who can provide VCAT representation. Mediation and VCAT attendances are not included in our quotations. The amounts below are estimates only and may not include all charges. Refer to separate site-specific estimates for exact charges.

Price - /Rates do not include GST, printing or disbursements.

Desk Top Assessment:

Review site prior to purchase to determine site development potential and to provide advice as to number of, type & size of units yield and development out come ***Time charge at Hourly Rate***

Prepare Planning Application:

Prepare Planning Reports to address Rescode, Heritage & Character Issues. Seek further fee estimates and liaise with appropriate consultants to provide & compile supporting documentation: Title documents, Service Authority information – Landscaping Design, Arborist Report, Net Gain/Loss Assessment, Cultural Heritage CHMP, Traffic Report etc. ***Provisional Amount & or Hourly Rate***
Refer to Individual Consultants fee proposal.

Lodge & Monitor Applications with Council:

Lodge the application via hand delivery, Mail or courier. ***Provisional Amount - or Hourly Rate***
 Follow up by telephone, e-mail and fax on a fortnightly as to an applications progress. Liaise with councils Planners and Administration Officers further information requests, additional information, extensions of time etc. through to Permit determination. ***Refer to Fee-proposal***
 ie: "Permit Granted", "Notice of Decision to Grant a Permit" or "Permit Refusal"

Advertising:

Refer to page 9

When advertising is required, our staff will co-ordinate with council to complete the mandatory advertising requirements. Councils' specific requirements and process vary but generally includes - ***Provisional Amount – to be adjusted when completed.***
 Attend council to pay for and collect the advertising material.
 Provide receipts that mail was in fact sent.
 Provide delivery receipts that mail was in fact collected by neighbours.
 Erect Monitor the continual display of signs to prevent vandalism.
 Return the sign to council at the end of the process.
 Provide a signed statutory declaration that advertising was completed correctly.

Aboriginal Heritage: Refer to Page 14

Source fee estimates from consultants, appoint Consultant and work through resulting Issues. (This is normally organised once advised by council of its requirements) ***Time charge at Hourly Rate***

Mediation:

Attend Objectors meetings at council and on site. Discuss with Councils' officers, Objectors and Client to address issues raised and facilitate where opportune, or compromise where appropriate. We advise as to whether it is appropriate to engage additional support. ***Time charge at Hourly Rate + Travel***
Refer to Individual consultant's fee-proposal.

VCAT Assistance: Refer to Page 13

Recommend, Co-ordinate & Brief consultants and Planners who will be representing you at VCAT, provide support as required, co-ordinate drafting and other services, that are determined by the VCAT team prior to VCAT hearing. ***Time charge at Hourly Rate + Travel***
 Lodge Appeals, and responses to VCAT Appeals as directed throughout the process.
Refer to Individual consultant's fee-proposals

DESIGN BRIEF, THEME & COLOUR SCHEDULE

Rescode requires that a colour schedule and selection of materials is included on the plans to be advertised and then endorsed. When preparing plans, we include design themes and colour combinations that have been successful in the past. Council is hesitant to allow changes to colour selections after the application has been advertised and approved. Even minor changes to colours may need to be re-advertised at significant cost in time and expense. Therefore, it is essential that when plans are lodged, that we include the colours and finishes that you desire.

PROJECT: _____

ADDRESS: _____

DESIGN THEME: _____

Please give a brief description or your ideas with magazine clippings, photos etc of what you believe is your preferred design theme solution. Some popular examples include:

- | | |
|-------------------|--|
| Georgian, Classic | Brick or Render Combination – Mouldings - Clean lines- Charcoal slate roof |
| Contemporary | Themed to blend within its environs. |
| Modern | Render or Square cut brickwork – Clean lines – Glass |
| Federation: | Red Bricks – Cream Highlights Red-or charcoal Roof – Cream Trim |
| Beach: | Brick – Render – weatherboard combinations – Colorbond roof. |

COLOUR SCHEME:

MAIN BODY OF HOUSE: _____
MAIN BRICK WEATHERBOARD, RENDER

COMBINATIONS - EXTENT: _____
PART BRICK –PART RENDER PART WEATHERBOARD – RENDER PLINTH

FEATURES: _____

FASCIA & TRIM: _____
FASCIA, TRIM, WINDOWS, DOORS,

WALL MATERIAL & COLOUR: _____
BRICK, WEATHERBOARD, RENDER BOARD, COLORBOND

ROOF MATERIAL & COLOUR: _____
COLORBOND, TERRA COTTA – CEMENT TILE, BITUMEN OR OTHER.

If the designer is not advised of a preferred colour schedule or design theme, the designer will use his discretion and nominate any combination similar to those from the above list of completed projects.

Any changes to drawings and/or permits in relation to colours and materials will be done so at the designer's discretion and may incur additional fees, levy and charges and may alter the permit outcome.