

Townhouse and Low-Rise Code

Written Statement checklist

Under clause 55.01 (Application requirements) of the planning scheme an application must be accompanied by “a written statement outlining which standards are met and which are not met. If a standard is not met, the written statement must include an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines”.

This checklist can be used to complete the written statement.

Where all the applicable standards shaded in grey are met, an objector has no right of appeal.

Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard B2-1 Street setback (Clause 55.02-1)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes, if standard not met <input type="checkbox"/> No, if standard met	<div style="border: 1px solid black; padding: 5px;"> <p>Street setback objectives</p> <p>To ensure that the setbacks of buildings from a street respond to the existing or preferred neighbourhood character and make efficient use of the site.</p> </div> <p>A shed on the property to the north is setback 6.4m from Sebastopol Road, with the dwelling on the property to the south being setback 6.5m. Based on Standard B2-1, minimum front setback of 6m to Sebastopol Road is required.</p> <p>The minimum front wall setback to Sebastopol Road is D22 at 3.32m, while the side setback of D1 to Sebastopol Road is 3.14m.</p> <p>Explanation:</p> <p><u>Objective</u> – Buildings within the area are sparse and the character varies due to a variety of zones with residential development to the north, north-east and north-west, public land to the south-west and commercial land to the south-east. Setbacks proposed from Sebastopol Road vary from 3.32m to 6m, which is considered acceptable for infill development if development in the vicinity was further progressed.</p>

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Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
			<p><u>Decision Guidelines</u> – There are no specific neighbourhood character objectives, policies or statements set out in the planning scheme relevant to this site or type of affordable housing proposed. The design response has taken into consideration the eclectic mix of zones and sparse development in this locality, while achieving the aim of providing affordable housing. The front setbacks of the dwellings are constrained by the oblique nature of the title boundary in relation to the frontage of the dwellings. There are only two prevailing setbacks in the immediate vicinity, making this different setback reasonable in this instance. The different setback will have no impact in relation to the retention or planting of canopy trees.</p>
Standard B2-2 Building height (Clause 55.02-2)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	<p>Commentary – All dwellings will be single storey and less than the 9m maximum height specified.</p>
Standard B2-3 Side and rear setbacks (Clause 55.02-3)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	<p>Commentary – Sunblinds, verandahs, porches, eaves, facias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the side and rear setbacks. There will therefore be no adverse impact on the amenity of <u>existing dwellings</u> in the vicinity posed by this development.</p>
Standard B2-4 Walls on boundaries (Clause 55.02-4)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	<p>Commentary – There will be no walls constructed on any title boundaries, therefore there will be no adverse impact on the amenity of <u>existing dwellings</u> on adjoining lots.</p>
Standard B2-5 Site coverage (Clause 55.02-5)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	<p>Commentary – The area of the site covered by buildings is 40%, 4,039m² covered by buildings, of the 9,995m² combined area of Lots 2 and 3 on TP171995B. Standard B2-5 specifies a maximum site coverage of 65% in the General Residential Zone.</p>

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<p>Standard B2-6 Access (Clause 55.02-6)</p> <div data-bbox="15 544 555 882" style="border: 2px solid red; padding: 5px; margin-top: 10px;"> <p>This copied document to be made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. The document must not be used for any purpose which may breach any copyright</p> </div>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input checked="" type="checkbox"/> Yes, if standard not met <input type="checkbox"/> No, if standard met</p>	<div data-bbox="1146 376 2056 491" style="border: 1px solid black; padding: 5px;"> <p>Access objective</p> <p>To ensure the number and design of vehicle crossovers responds to the neighbourhood character.</p> </div> <p>The site has a frontage to Sebastopol Road of approximately 138m. 20.2m of the frontage will be used for the two internal access points, with 31.75m used as vehicle crossovers. This results in a total of approximately 37.65% of the Sebastopol Road used for access</p> <p>Explanation:</p> <p><u>Objective</u> – Although in a residential zone with commercial land to the east, Sebastopol Road contains a gravel surface with gravel shoulders with the three other properties in the immediate vicinity also having gravel access points to the road. Due to the extremely low-density nature of the residential area, and the fact that construction of the commercial precinct is yet to commence, the character and number of the existing crossovers in the neighbourhood could only be described as ‘rural’ and ‘sparse.’</p> <p><u>Decision Guidelines</u> – There are no specific neighbourhood character objectives, policies or statements set out in the planning scheme relevant to this site or the preferred number and design of vehicle crossovers. It is anticipated that Council will require this portion of Sebastopol Road to be constructed, along with the provision of stormwater drainage, changing the existing character and nature of the area. It is considered the inclusion of concrete crossovers in association with the sealed road pavement would be consistent with the future appearance of this vicinity once further developed occurred. Three of the proposed crossovers are shared/double crossovers with the adjoining dwelling, maximising the availability of on-street parking.</p>

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Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard B2-7 Tree canopy (Clause 55.02-7)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – Landscape Master Plan prepared by Beverage Williams, Rev. D, 1.10.2025, states at Note 4 “Minimum 20.6% canopy coverage including one tree within each Lot boundary”.
Standard B2-8 Front fences (Clause 55.02-8)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – No front fences are proposed within 1.5m of Sebastopol Road.
Standard B3-1 Dwelling diversity (Clause 55.03-1)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – All dwellings are at ground level. 16 of the 34 dwellings contain 2 bedrooms, with the remaining 18 containing 3 bedrooms.
Standard B3-2 Parking location (Clause 55.03-2)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Habitable room windows are an appropriate distance from the internal accessway or visitor parking bays or screened by appropriate fencing.
Standard B3-3 Street integration (Clause 55.03-3)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Appropriate passive surveillance is provided by direct views from habitable room windows from each dwelling over Sebastopol Road, the internal accessway and open space reserve. Appropriate lighting will be provided to all external accessways. Mailboxes are provided for each dwelling.
Standard B3-4 Entry (Clause 55.03-4)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – A covered entry has been provided to each dwelling which is at least 1.44m ² in area with a minimum dimension of least 1.2m. Each porch has direct line of sight to Sebastopol Road or internal accessways with a zero-threshold making for easy access.
Standard B3-5 Private open space (Clause 55.03-5)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Areas of at least 25m ² , with a minimum dimension of 3m have been provided to each dwelling. Refer Drawing 03, Private Open Space Plan.
Standard B3-6 Solar access to open space (Clause 55.03-6)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – No dwelling has a direct ‘southern boundary line’ to its area of secluded open space. Dwellings are orientated such that no secluded open space is completely to the south of a building, allowing for appropriate solar access into areas of secluded private open space.



Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
<p>Standard B3-7 Functional layout (Clause 55.03-7)</p> <p>ADVERTISED PLAN</p> <div data-bbox="47 970 584 1303" style="border: 2px solid red; padding: 5px; color: red; font-weight: bold;"> <p>This copied document to be made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. The document must not be used for any purpose which may breach any copyright</p> </div>	<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>	<p>No, irrespective of whether the standard is met or not.</p>	<div data-bbox="1146 376 1883 459" style="border: 1px solid black; padding: 5px;"> <p>Functional layout objective</p> <p>To ensure dwellings provide functional areas that meet the needs of residents.</p> </div> <p>dwelling Type A1, A2, B, C, C1, D, D1, E and E1 do not meet the 3.4m depth requirement, while dwelling Type F does not meet either the minimum width or depth requirements, being both dimensions 2.8m by 3m. Other bedrooms for dwelling Type A (bedroom 3), A1 (bedroom 3), A2 (bedroom 3), B (bedroom 3), C, C1, D, D1 and F do not meet the 3m depth requirement.</p> <p>The living areas of dwelling types A, A1, A2, B, E and E1 all met the minimum width requirement of 3.6m and minimum area of 12m². The remaining dwelling types do not meet the minimum width or area.</p> <p>Explanation:</p> <p><u>Objective</u> – Our Client has worked extensively on the design of this proposal with both the YWCA and Homes Victoria in delivering much needed long-term accommodation to people on low-incomes who may not otherwise be in a position to obtain secure accommodation. Correspondence in support of the size and functionality of the bedrooms has been provided by the YWCA, attached, which state the rooms are well positioned and usable with layouts that meet the needs of future residents. This is considered to be consistent with stated objection of Standard B3-7.</p> <p><u>Decision Guidelines</u> – We note these are all 2 bedroom dwellings with the living area directly adjoining dining areas, some of which are unusual shapes. It is also noted that the dining furniture depicted on the plans is overly large for a 2 bedroom dwelling. We submit</p>

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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Single aspect rooms, bedrooms in this instance, all have a ceiling height of 2.44m, which equates to a maximum room depth of 6m [2.4m ceiling height x 2.5m]. No bedroom has a depth in excess of 6m. All other rooms are multi-aspect, have more than one window.
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – All habitable room windows will be open to the sky with a minimum area of 3m ² and minimum dimension of 1m clear to the sky.
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – All dwellings have openable windows and doors in all elevations allowing for breeze paths from 5m, while not exceeding 18m. Refer to 'Cross Ventilation Plan' for each dwelling type.
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – An external storage shed of 6m ³ has been provided in the rear yard of each dwelling. Refer Drawing 02, Site Plan, for further details.
	<input type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	N/A – This application is not an apartment development.

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Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard B4-1 Daylight to existing windows (Clause 55.04-1)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – No wall more than 3m in height is within 1m of an <u>existing habitable room window</u> . All habitable room windows on <u>existing surrounding dwellings</u> are in excess of 1m from the subject site.
Standard B4-2 Existing north-facing windows (Clause 55.04-2)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – There are no <u>existing</u> north facing habitable room windows within 3m of the title boundary.
Standard B4-3 Overshadowing secluded open space (Clause 55.04-3)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – No <u>existing</u> secluded open space on adjacent land will be overshadowed due to the size of the adjacent lots and location of existing dwellings and subsequent secluded open space.
Standard B4-4 Overlooking (Clause 55.04-4)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – The dwellings will be single storey with dividing fence heights of 1.8m. As such, there will be no overlooking into <u>existing secluded open space</u> . There is no <u>existing secluded private open space</u> within 9m of the title boundary.
Standard B4-5 Internal views (Clause 55.04-5)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – The dwellings will be single storey with dividing fence heights of 1.8m. Habitable room windows have been located to avoid any direct views into area of private open space or habitable room windows.
Standard B5-1 Permeability and stormwater management (Clause 55.05-1)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – In excess of 20% of the site contains permeable grass surfaces including rear and front yards, nature strips and the reserve to the west. Refer to attached Stormwater Management Plan undertaken by Dryside Engineering for stormwater management details.
Standard B5-2 Overshadowing domestic solar energy systems (Clause 55.05-2)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes, if standard not met <input checked="" type="checkbox"/> No, if standard met	Commentary – <u>Existing adjacent buildings</u> do not currently contain any domestic solar energy systems, as a result, overshadow of such will not occur.



Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
			Wall heights of all new dwellings will be 2.44m from ground level, with all dwellings set back a minimum of 1m from title boundaries.
Standard B5-3 Rooftop solar energy generation area (Clause 55.05-3)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – The dwellings have been designed to allow for the future installation of appropriately sited rooftop solar energy systems. Refer to Drawing 05, ‘Solar Panel Plan’ for location and areas of the possible future installation of solar energy systems.
Standard B5-4 Solar protection to new north-facing windows (Clause 55.05-4)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Provision has been made for appropriate solar protection of north facing windows. Refer Drawing 02, ‘Site Plan’ and corresponding Standard B5-4 notation.
Standard B5-5 Waste and recycling (Clause 55.05-5)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – Individual bin storage has been provided for and detailed on the Site Plan and individual dwelling type plans. Assess to collection points available through individual garages. Internal accessway has been designed to facilitate refuse collection vehicles. Internal waste and recycling storage space of the required dimensions will be provided within the kitchen to each dwelling. Refer to Waste Management Plan for further details.
Standard B5-6 Noise impacts (Clause 55.05-6)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	Commentary – No mechanical car storage or lift facilities are proposed as part of this development. All hot water systems will be at ground level adjacent to kitchens.
Standard B5-7 Energy efficiency for apartment developments (Clause 55.05-7)	<input type="checkbox"/> Yes <input type="checkbox"/> No	No, irrespective of whether the standard is met or not.	N/A – This proposal is not for an apartment development.

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