# Applicant Pre-Assessment - Holiday Home Applications

*(Refer to Local Planning Policy 19.5 – Holiday Homes for full requirements)*

☐ I have checked the building permits for my property and am satisfied that the floor plan and all structures to be used as part of the Holiday Home have the required building approval/s.

***NOTE:*** *The Shire will* ***not*** *approve Holiday Homes if unauthorised building works are identified. If you are unsure whether the required approvals are in place this must be discussed with Planning Services before lodgment.*

☐ I am aware of the Shire's Annual Fire Management Notice requirements and am satisfied that my property is maintained in compliance with the Shire's Fire Management Notice.

***NOTE:*** *The Shire will undertake a compliance inspection as part of the Holiday Home application. Where breaches are found under the Annual Fire Management Notice fines may apply. Any maintenance work should be completed prior to lodgment of your application to avoid delays and additional costs. If you are unsure of the requirements under the Fire Notice please liaise with our Ranger Services Team before lodging.*

☐ The property will comply with the relevant standards outlined below. Any application seeking to vary from these standards will need to be supported by written justification and neighbour comment. The criteria marked ⊗ will not be varied.

**Tick all the requirements for the type of Holiday Home you are applying for**

### HOLIDAY HOME (STANDARD)

| | Yes | No | N/A |
|---|---|---|---|
| Maximum 6 guests ⊗ | | | |
| Two (2) carparking bays provided on-site (*No parking on the verge or road*) | | | |
| The property fronts a sealed road and the verge crossover is sealed. ⊗ | | | |
| The property is located in a Residential or Special Residential zone and the driveway is paved/ sealed. | | | |

### HOLIDAY HOME (LARGE)

| | Yes | No | N/A |
|---|---|---|---|
| Number of guests 7-12 maximum ⊗ | | | |
| Lot size not less than 1500m$^2$ ⊗ | | | |
| For more than 8 guests, the septic system is appropriately sized. ⊗ ** *See Note (A)* | | | |
| The property has no less than four (4) bedrooms and two (2) bathrooms ⊗ | | | |
| Minimum three (3) carparking bays on-site. (No parking on the verge or road) | | | |
| Outdoor entertaining areas such as alfresco, verandahs and balconies & car parking spaces are screened from neighbouring properties. | | | |
| The property fronts a sealed road and the verge crossover is sealed. ⊗ | | | |
| If the property is located in a Residential or Special Residential zone and the driveway is paved/ sealed. | | | |

** **(A)** A standard residential on-site effluent disposal system is usually sized to accommodate a maximum occupancy of 8 people. If you are proposing a Holiday Home (Large) with more than 8 guests in an unsewered location please liaise with the Shire of Denmark's Environmental Health Services prior to lodgment to confirm the system is adequate.