



FACT SHEET – MINOR ALTERATIONS (INTERNAL)

General Requirements

For residential-allied development, the NSW Planning system adopts three primary approval paths subject to certain pre-determined criteria being met, as follows:

Exempt Development: where no approvals are required from Council;

Complying Development: a 'fast track' system for low-impact, small-scale types of development. Approval can generally be provided in 7-10 days by Council or an accredited private building certifier;

Local Development: applies to developments that don't fit into the two categories above which require a more detailed assessment and, on some occasions, notification of neighbours.

How do I know what approval path applies to my development?

Council has developed a series of Fact Sheets to assist you in determining what approval path applies to your development. Establishing what particular category of approval depends largely on the requirements of the overarching legislation (which applies state wide) known as State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (the 'Codes SEPP'). Under the Codes SEPP, a range of site-specific issues require consideration including, but not limited to:

- The zoning of the land;
- Whether the land is flood prone, bush fire prone or has a heritage item on it; and
- The existing siting, size and coverage of existing structures on the land.

How do I find out more about these issues?

Much of the required information is contained in a section 10.7 Planning Certificate—application forms are available from the third-last "Quicklink" listed on the home page of LSC's website: www.lachlan.nsw.gov.au. Alternatively, you can make an appointment with one of Council's qualified and experienced staff to discuss your project, or, an accredited certifier.

Important: *It is essential that prior to making an appointment with Council staff, you conduct some research on your project in addition to completing the self-assessment checklist located overleaf.*

Further Information

Please visit the NSW Housing Code website: <http://housingcode.planning.nsw.gov.au/> for further information on Exempt & Complying development.





Exempt	Yes	N/A	No	Complying	Yes	No
I am renovating or replacing: (a) a doorway, wall, ceiling or floor lining, or (b) a deteriorated frame member, including stairs and stairwells, or (c) a bathroom or kitchen, or (d) a built in fixture such as a vanity, a cupboard or a wardrobe, or (e) an existing sanitary fixture, such as a grease trap or the like, or (f) shelving or racking that is not higher than 2.7m, or (g) a work station or counter				Complies with Part 3 General Housing Code and Part 3A Rural Housing Code of the Codes SEPP?		
If my development involves installing/replacing insulation materials in the ceiling, floor or wall of a building, materials and work will comply with Part 3.12.1 of the National Construction Code.						
I am not altering a food preparation area in a food and drink premises						
If my development involves replacement or renovation of a deteriorated frame member— it will be of equivalent or improved quality materials						
My development will not include a change to the configuration of a room, whether by removal of an existing wall, partition or other means						
My development will not cause reduced window arrangements for light and ventilation needs, reduce the size of a doorway or involve the enclosure of an open area						
My Development will not affect the load bearing capacity (whether vertical or horizontal) of a building						
My Development will not include a change to the fire resisting components of, or interfere with, the entry to, or exit from, or the fire safety measures contained within, a building						



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<p>Important Note: if your dwelling is listed as a heritage item or draft heritage item, or you answered 'NO' to any of the above questions your development is not Exempt Development and approval is required.</p>				
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The Code SEPP is under continuous review and the most current version of the SEPP takes precedence over the fact sheets should any discrepancies be identified.

