

RELOCATED DWELLINGS

What is a Relocated Dwelling?

A relocated dwelling is a house that has been constructed on one property and is then removed at a later date and transported to another property. This **does not** include a house that has been specifically designed, and built, as a transportable dwelling.

What Approvals Will I Need?

A Planning Scheme Consent and Building Licence is required **before** a Relocated Dwelling can be located on a property.

To receive a Planning Scheme Consent Approval you are required to fill out the necessary application forms and supply:

- 4 copies of a site plan showing the existing/proposed location of the dwelling;
- Photographs of the internal and external dwelling;
- A schedule of the timeframe to complete the work; and
- Refer to the Planning Scheme Schedule of Fees and pay the application fee for the Planning Scheme Consent.

To receive a Building Licence Approval you are required to fill out the necessary application forms and supply:

- 2 sets of plans;
- 1 copy Water Corporation stamped site plan;
- Specifications of intended improvements;
- Compliance with Energy Efficiency Measures (see attached information pack)
- If septic used, provide septic application form; and
- Pay all relevant the Building Licence Fees when collecting the Building Licence from the City of Albany offices. For an explanation on how the fees are calculated, please contact a Building Surveyor in the Building Team.

Where are Relocated Dwellings Permitted?

To develop a site with a relocated dwelling the land must be zoned:

- Residential;
- Residential Development;
- Tourist Residential;
- Future Urban;

- Rural;
- Special Rural;
- Special Residential;
- Conservation (only if the relevant provisions of the zone permit a Relocated Dwelling);
- Light Industry; or
- General Industry (only when the relocated dwelling is a caretaker's cottage).

How is My Application Assessed?

Planning Requirements

In considering whether or not to grant Planning Scheme Consent Approval for a Relocated Dwelling, Council shall have special regard, but not limited to:

- The appearance and external materials of the dwelling, and any proposed alterations;
- The amenity of the locality;
- The visual prominence of the site.
- Any proposed landscaping or screening of the site;
- Provision for access and on site car parking;
- Setbacks requirements from lot boundaries; and
- Controls based on design guidelines.

Should Planning Scheme Consent Approval for a Relocated Dwelling be granted, the Council may include conditions that:

- Require landscaping to be established within a specified time and thereafter maintained;
- Require the applicant or owner to provide a bond or unconditional bank guarantee to Council as surety for the completion of the Relocated Dwelling to a standard or presentation acceptable to Council within a specified time frame, usually within 4 months. A bond will only be returned upon the completion of the necessary works to Council's satisfaction. The bond is currently set at \$5,000; or
- Require to address controls based on design guidelines above.

Building Requirements

In considering whether or not to grant a Building Licence for a Relocated Dwelling, Council shall have special regard to:

- Structural adequacy;
- Water and electrical supply – refer to Council staff for more details i.e isolation switches, water tanks etc.;
- Suitable Waste Disposal - Septic System;
- Adequate bathroom, kitchen and sanitary facilities; and
- Installation of smoke detectors;
- Completed Energy Efficiency Checklist; and
- Any other requirements as determined by the Council Building Surveyors.

Other important points to take into consideration are:

- A **\$5000 bond** will need to be deposited with Council to ensure satisfactory refurbishment of the dwelling. The bond must be paid to Council at the time of lodging a Building Licence Application and will be refunded upon completion of the Schedule of Works;
- The schedule of works details the necessary modifications/redevelopment required by Council for the interior and exterior of the dwelling. Once the works have been completed, an inspection will be conducted to determine compliance prior to the return of the \$5,000 bond; and
- Once the interior of the dwelling has been completed as required by the schedule of works, an inspection will be conducted to determine compliance prior to allowing occupancy of the dwelling. **What Happens if the Works are not Completed?**

Where a Relocated Dwelling is not completed to an acceptable standard within the specified time, Council may either:

- Require the building to be removed, pulled down, altered or otherwise made to comply with the Planning Scheme Consent and/or Building Licence.

or

- That Council may undertake the works necessary to complete or rectify any outstanding items listed on the Schedule of Works. If this occurs, a portion or the entire bond may be forfeited.

More Information

Should you have any questions or require any further information, please contact a member of the Development Services Team by either phoning on 9841 9382, by email building@albany.wa.gov.au or in person at the City Offices.

**** DISCLAIMER ****

This information sheet is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.

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