

Application for Residential Boundary Relaxation

What is the relaxation required for? **(please tick)**

- Any structure located within 6 metres of the front property boundary
- Two (2) storey dwelling located within 2 metres to the side or rear boundary
- Single storey dwelling located within 1.5 metres of the side or rear boundary
- Any habitable structure located within 1.5 metres of the side or rear boundary
- Any fence or retaining wall, or a combination of both, exceeding 2 metres in total height located within 1.5 metres of the side or rear boundary
- Any shed or carport exceeding a mean height of 3.5 metres or a total height of 4.5 metres located within 1.5 metres of the side or rear boundary

Council will have regard to the following factors in making an assessment:

- The levels of the subject and adjoining land;
- The dimensions of the allotment;
- The nature of the building and adjoining buildings;
- The amenity of the locality;
- Whether the site is a corner site;
- The building line setback on adjoining land;
- Any other factor which Council may consider relevant.

**An application for a boundary relaxation will only be
considered where all other options have been exhausted.**

All applications are assessed on their individual merits and approval is not guaranteed.

Application requirements:

- A completed *Application for Residential Boundary Relaxation Form*
- The application fee - \$565 (as at July 2016 - non-refundable)
- A letter outlining in detail the proposal and reasons for the chosen location
- Site plan (plans may be drawn by you provided they are legible). Structural detail (ie. timber sizes) will be required at building works application stage only
- Elevation plans (including overall height of the proposed structure)
- Construction materials
- Photos of subject site
- Adjoining owner's/neighbours consent (where deemed necessary by Council)

Site plan requirements:

- All existing structures on property (garden shed, pool, dwelling, etc)
- Existing vegetation (trees, garden beds, etc)
- Location of current covered vehicle accommodation
- Location of driveway
- Identify North on the plan
- Identify streets on the plan
- Dimensions of allotments and distances from all boundaries to existing and proposed structures

The application will not be considered until all information above is lodged correctly.

Boundary Relaxation Approvals are current for twelve (12) months only and a copy should be submitted with any subsequent building applications. Seeking an extension will incur an additional fee.



Application for Residential Boundary Relaxation

Residential Boundary Relaxation Form

Name of Applicant: _____

Address: _____

Postal Address: _____

Phone: _____ Mobile: _____

Email: _____

Provide the address and property description of the subject site. **Must include information from the Registered Plan and Lot Number.**

Description of the proposed structure (*dwelling, open carport, garden shed, etc*)

What is the need or use of the structure? (*eg. storage*)

Describe the topography of the site (*is it sloping, narrow, etc*)

What distance (in metres) is the proposed structure from the front boundary? (*this is to your front boundary, **NOT** the kerb*)

What distance (in metres) is the proposed structure from the side boundary?

What distance (in metres) is the proposed structure from the rear boundary?

What is the area (in m²) of the proposed structure? (*must include dimensions where applicable, eg. height, length, width*)

Does the proposal adjoin an existing structure or is it free-standing?

Have you checked if there is a sewer main on the property? If so, do you comply with Council's Sewer Policy? Yes No

If there is a sewer, please provide its distance (in metres) from the proposed structure.

Are there any existing structures within 1.5 metres of the side or rear boundaries? (*If yes, please show on site plan*) Yes No



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Have you explored alternative locations for the structure? Please outline.

Have you lodged a Building Application with Council or a Private Certifier? Yes No

Please provide the Application Number (if known) _____

You will need Boundary Relaxation Approval before building approval can be issued.

Name of person with whom Council is to respond/correspond:

Contact details for this person:

Postal Address: _____

Phone: _____ Mobile: _____

Email: _____

Signature of Applicant: _____ Date ____/____/____

Gladstone Regional Council - Contact Details	
Building Services	Phone: (07) 4977 6851
PO Box 29	Email: building@gladstonerc.qld.gov.au
Gladstone QLD 4680	

The Gladstone Regional Council is collecting your personal information to process this application. The information will only be accessed by authorised Council employees. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

OFFICE USE ONLY:

Receipt Details:

Date: _____ Amount: \$ _____ Receipt No: _____

Building Application Lodged? Yes (BP/ ____ / ____) No

BRA/_____/_____