

# Rainwater tanks

## Information and Checklist for Planning Permit Applicants



The City of Port Phillip (Council) is committed to improving water management.

### Do you need a planning permit?

- Yes, if the rainwater tank is visible from the street (not a lane) or a public park and is within a heritage overlay.
- Yes, if the land is in an Industrial 1 Zone, the tank capacity is more than 4,500 litres, and;
  - The tank is located within the building's setback from a street (other than a lane), and/or;
  - The tank is higher than the existing building on the site, and/or;
  - The tank is located in an area provided for car parking, loading, unloading or access way.



If you are unsure whether you need a planning permit please contact Statutory Planning on 9209 6424 or email [planhelp@portphillip.vic.gov.au](mailto:planhelp@portphillip.vic.gov.au).

### Key considerations for rainwater tanks

Consider the following for a more sustainable outcome:

- Every effort should be made to minimise the visibility of a tank from the street, and its impact on surrounding properties and public areas.
- Council typically will not support systems visible from the street where the existing building is deemed to be significant or contributory to local heritage.
- The building fabric should not be unnecessarily disturbed or destroyed. That is, when a tank is removed the building should be able to be fully restored.
- Tanks and other infrastructure should not display any form of private advertising or branding.
- Obtain consent from adjoining property owner(s) before installing a tank on or near the property boundary.
- Ensure requirements of any easements are met (loading, consent, etc).
- To more effectively utilise the captured rainwater, use it for garden irrigation and to flush some/all available toilets before considering other uses.
- Consider other water conservation and efficiency measures to further reduce mains water consumption (low-flow showerheads, greywater systems, etc).
- Ensure that the tank is installed by a qualified plumber. Ask to see their licence and certificate of currency of their insurance.

Please Note: satisfying these considerations does not guarantee approval of any planning application.

## Unlawful installations

Council's Planning Compliance team actively investigates unlawful works within the municipality, in particular those in violation of the Port Phillip Planning Scheme. Penalties apply for rainwater tanks and similar systems installed where approval is required but not obtained. Council may demand that unlawful systems be removed at the owner's expense.

## Where a Planning Permit is required

**There is no application fee for applications for rainwater tanks**, and applications are typically processed within 3 weeks of lodgment.

To help us process your planning permit application, please read the following checklist carefully and ensure that you provide all the necessary documentation. If you are unclear on any aspect of your application, please make an appointment with our Fast Track planner to discuss your proposal.

**Your application must include the following items, otherwise your application will not be lodged:**

- A fully completed **Application for Planning Permit form**.
  - Ensure you have entered the correct address of the land, an accurate description of your rainwater tank proposal, a current email address and phone number, that the Applicant address is the correct postal address, and that the form is signed and dated.
  - The description of your proposal must include rainwater tank capacity, colour, and material, and should indicate catchment area and proposed end-use for the collected rainwater.
- A full and current copy of the **Certificate of Title** (dated within 3 months of your application), including the title plan/diagram showing any relevant covenants and restrictions. Provide confirmation that the present boundaries are the same as the title boundaries.
- Photos** of the proposed site.
- Brochure** of the proposed tank(s).
- Drawings (plans)** including but not limited to a plan and elevation.
  - Drawings must be A3 size, include a north arrow (not required on elevations), be to scale (i.e. 1:100 @ A3), and include a scale bar.

## Further information

Before commencing any works to determine if a permit is required please contact Statutory Planning on 9209 6424 or email [planhelp@portphillip.vic.gov.au](mailto:planhelp@portphillip.vic.gov.au).

A building permit may also be required for the physical installation of a tank following planning approval. If planning approval is not required, a building permit may still be required. For more information contact Building Solutions on 9209 6253 or email [helpbuilding@portphillip.vic.gov.au](mailto:helpbuilding@portphillip.vic.gov.au).

For more information on rainwater tanks please contact Sustainable Policy or the Sustainable Design Officer on 9209 6229 or email [sustainabledesign@portphillip.vic.gov.au](mailto:sustainabledesign@portphillip.vic.gov.au).

## How to apply

All application forms, plans and supporting documentation must be submitted in electronic form (e.g. PDF, image, Word document, etc). Hardcopy applications are not accepted.

The easiest way submit your application is to **apply and pay online**. If an application fee applies it is calculated automatically. Please visit <http://www.portphillip.vic.gov.au/apply-for-planning-permit.htm> for links to apply online, or alternative options.

For most applications the fee is determined by the cost of the development. Refer to the Planning Fee Schedule and if unsure please contact Planning Business Support on 9209 6424 or email [planhelp@portphillip.vic.gov.au](mailto:planhelp@portphillip.vic.gov.au).