



Desktop Planning Assessment Report

**For Nick Constable
55 Piddington Street, Watson ACT 2602
Completed on 16th March 2021**

Hi Nick,

Thank you for the opportunity to provide you a Planning Assessment Report for your property at **55 Piddington Street, Watson ACT 2602.**

The purpose of this report is to provide you with an assessment of the probability of obtaining a development approval for a secondary residence (granny flat) on your property (in the ACT).

We have addressed the planning considerations and requirements under the **Building Act (2004)**, the **Planning and Development Act (2007)**, the standard **AS4299** and the **Building Code of Australia**.

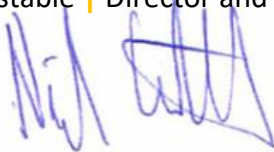
In this report we have provided:

- an overview of the relevant legislation that impacts on the design, planning, approval and construction of your secondary residence;
- advice in the question and answer section which address elements we believe relate to your property, based on our experience with previous projects and customers;
- the likelihood of achieving Development Approval for a granny flat on your block. This is what we call the **Planning Assessment Conclusion**, which should be read in conjunction with the **Planning Assessment Considerations**; and
- examples of the plans we can create for you, should you wish to move to the next step in the planning and development process of your granny flat.

Thank you for taking the time to read this planning assessment report. We look forward to working for you in the future. Our details are on the front page if you wish to contact us.

Regards

Nick Constable | Director and Licensed Builder



Frank Walmsley | Director and Customer Service Manager



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Client Overview

Client	Nick Constable
Client Address	TBC
Project Address	55 Piddington Street, Watson ACT 2602
Property Type	Owner Occupier / Investment Property
Block Number	8
Section Number	27
Suburb/Division	Watson
Land Use Zone	RZ1: SUBURBAN
Housing Code	TBC
Suburb Precinct Code	https://www.legislation.act.gov.au/DownloadFile/ni/2008-27/copy/133271/PDF/2008-27.PDF
District Precinct Code	https://www.legislation.act.gov.au/DownloadFile/ni/2008-27/copy/90230/PDF/2008-27.PDF
Block Size and Approval	715m ²
Block Type	Large block approved before 18 October 1993
Easements	Sewer Easement Position – North East Boundary Size – 2.68 meter wide from Boundary
Location of Switchboard	TBC
Above/Below Ground Power	TBC
Heritage	N/A
Protected, registered or regulated trees	Yes/No

Power	TBC
Lease Purpose	Single Residential Dwelling
Unimproved Value	\$571,000 for (2020/2021)
Rates	\$3,849 for (2020/2021)
Land Tax	\$5,953 for (2020/2021)

Planning and Regulation Overview

Applicable Development Codes

The proposed development block would be classed as Single Dwelling Housing Development, located in a Residential Zone.

The key code associated with this proposed development block is the *Residential Zones Development Code* (Part A Residential Housing Development, primarily Elements 1, 5, 6: Single Dwelling Housing Development).

Plot Ratio

As your property is located in a residential zone, the plot ratio for your block type is up to a maximum of 50% as defined in the Single Dwelling Housing Development Code (Element 1: Building and Site Controls, Plot Ratio Single Dwelling Blocks).

Our initial assessment is that the coverage of your proposed building/s remains below the maximum plot ratio.

Applicable Boundary Setbacks

A setback is the distance in which a building or other structure is set back from a street, road, or any other place deemed to require a separation. In the ACT, residential zones require setbacks from the property boundary, referred to as 'front street setbacks', 'side setbacks' and 'rear setbacks'.

The size of the setback required will depend on the classification of the size and the approval date of the block. We have determined that your land is located on a 'Large Block' according to Element 13 of the Territory Plan.

Setbacks for the block are defined in Part C (1-2) of the Single Dwelling Housing Development Code:

- Element 1: Building and Site Controls:
 - 1.9 Front Boundary Setbacks for Corner Blocks;
 - Front boundary to lower floor – 6m
 - Front boundary to upper floor – 6m
 - Secondary Street Frontage to lower floor – 4m
 - Secondary Street Front to upper floor – 4m
 - 1.9 / 1.10 Front Street, Side and Rear Boundary Setbacks for all Blocks:
 - Front boundary to lower floor – 6m;
 - Front boundary to upper floor – 6m;
 - Side boundary 1 to lower floor – 3m;
 - Side boundary 1 to upper floor – 6m;
 - Side Boundary 2 to lower floor – 1.5m;
 - Side boundary 2 to upper floor – 6m;
 - Rear Boundary to lower floor – 3m; and

- Rear boundary to upper floor – 6m.

The side boundary to a garage with a wall length of less than 8m can be 0mm or 900mm.

Building Within a Boundary Setback

If the final design which will be lodged for approval encroaches into the setbacks, we will provide for the encroachment as a consideration in the development approval application. It will be required to meet the criteria set out in the *Single Dwelling Housing Development Code*.

Certain encroachments are permitted into front street setbacks, side setbacks and rear setbacks. The *Single Dwelling Housing Development Code* provides exceptions for common encroachments, which include roof overhang with a horizontal width under 600mm, gutters, downpipes, fascia, light fittings, and landings which are less than 1m above the finished ground level.

Easements

Service easements are subject to the *Utilities Act 2000*.

This Act allows the Authority which controls the asset to apply additional controls to protect the asset zone, as they require. Access needs to be maintained to easements and may be adjusted by the Authority.

We have included the easements which are currently available through the ACT Planning and Land Authority's (ACTPLA) online resources.

Easements have been identified using an aerial view of your property. Any changes to the easement conditions or positions are not readily available without further written application.

Access to easements can range from approximately 1.5m to 3.5m wide and up to approximately 2.7m high.

Precinct Codes

Part 10 of the Territory Plan provides a precinct code and precinct map for each suburb in the ACT. Precinct codes may require the development plans to meet additional restrictions, such as those concerning residential density or the building envelope.

Heritage

The *Heritage Act 2004* applies to land containing places or objects registered or provisionally registered under section 41. This will require the development application to be referred to the Heritage Council, which would provide advice to ACTPLA before they determine the application.

In this case, no heritage conditions apply to the property as viewed on the ACT Heritage Register.

Bushfire Zoning

Certain blocks of land are identified in a precinct code or current and approved *lease and development conditions* as being within a bushfire prone area. If buildings are to be constructed in a bushfire zone area, they must conform to the specified bushfire construction level of *Australian Standard AS 3959 - Construction of buildings in bushfire prone areas*.

Existing Residence Car Parking

The existing dwelling is required to provide car spaces in compliance with the *Single Dwelling Housing Development Code* (Element 4: Parking and Site Amenities, 4.3 parking).

Element 4 of the code outlines the parking rules that apply to all residential blocks, even blocks without secondary residences. These requirements include:

- two car parking spaces must be provided on the site;
- driveway and kerb-crossing requirements;
- car parks are not permitted in the front zone and are not permitted on verges; and
- sightlines for off-street parking as defined in *Australian Standard AS2890.1 - Parking facilities*.

Consideration needs to be given to the total quantity of car parking spaces provided for both the existing and new secondary residence.

Secondary Residence Car Parking

At least 1 additional car parking space is required for a secondary residence that is not included in the front zone of the property as defined in the *Residential Zones Development Code* (Element 4 Secondary Residences, 4.3 parking).

Car parking on the block will be adequate for current and future residents and visitors.

Car parking and related access on the block achieve all of the following:

- reasonable amenity of neighboring *residential* blocks;
- consistency with the value of the *streetscape*;
- public safety especially in relation to pedestrians and cyclists; and
- reasonable surveillance of parking spaces.

How Parking will be Assessed

At least one parking space is provided in addition to that required for the primary residence. The additional parking space will be required to be located behind the front of the building line. The front of the building line will be adjusted by the addition of the secondary residence.

Private Open Space

The minimum private open space requirement can be achieved for the development as defined in the *Single Dwelling Housing Development Code* (Element 5: Amenity, 5.2 Private Open Space)

For *large blocks*, private open space complies with the following:

- a minimum area equal to 60% of the block area, less 50m²; and
- a minimum dimension of 6m for an area not less than 10% of the block.

The criteria that private open space provides residential amenity on the subject site and protects the residential amenity of adjoining sites needs to be met by achieving all of the following:

- limits site coverage of buildings and vehicle parking and maneuvering areas;
- provides space for planting;
- facilitates on-site infiltration of storm water run-off; and
- provides outdoor areas that are readily accessible by residents for a range of uses and activities.

Tree Protection

Certain trees are defined as protected, registered or regulated trees under the *Tree Protection Act 2005*. If development requires groundwork within the tree protection zone of a protected tree, then the development approval must be referred to the Conservator of Flora and Fauna. ACTPLA must consider the advice of the Conservator under the *Planning and Development Act 2007*.

Separation of Elements

Under the *Single Dwelling Housing Development Code*, certain elements of the secondary residence need to be separated by a required distance. For example:

- unscreened elements need to be separated from external walls by at least 3m; and
- external walls need to be separated from other external walls by at least 1m.

Water Sensitive Urban Design

Under Element 6 of the *Single Dwelling Housing Development Code*, the block needs to be able to meet the water requirements under Rule 43. Two options are provided for each size block. One of these options must be met by the design of the granny flat. This block is classified as a 'Large Block'.

Option A

For Large Blocks < 800m²:

- a) minimum on site water storage of water from roof harvesting is 4,000 litres; and/or
- b) 50% or 100m² of roof plan area, whichever is the lesser, is connected to the tank and the tank is connected to at least a toilet, laundry cold water and all external taps.

For Large Blocks > 800m²

- a) minimum on site water storage of water from roof harvesting is 5,000 litres; and/or
- b) 50% or 125m² of roof plan area, whichever is the lesser, is connected to the tank and the tank is connected to at least a toilet, laundry cold water and all external taps.

Option B for all sized blocks

A greywater system which captures all bathroom and laundry greywater and treats it to Class A standard can be provided. The treated greywater is connected to all laundry cold water, toilet flushing and all external taps.

The additional roof plan area provided by the granny flat can be designed in a way to meet one of these options.

Existing infrastructure on the block can also be considered.

Evidence is provided that the development achieves a minimum 40% reduction in mains water consumption compared to an equivalent development constructed in 2003, using the ACTPLA on-line assessment tool or another tool. The 40% target is met without any reliance on landscaping measures to reduce consumption.

Planning Assessment Conclusion for your Property

At this point in time, it is our conclusion that there is a 85% probability of building a compliant Secondary Residence featuring 1-2 bedrooms, 1 bathroom, 1 kitchen, 1 laundry, and open plan living areas, with any required outdoor areas and practical parking solutions, provided that we manage the entire process, taking into account the considerations outlined below.

This is based on the legislation in-force at this time.

Planning Assessment Considerations to be taken into Account

The following considerations are noted to help meet your desired budget and outcome as well as comply with the planning and approval requirements.

Secondary Residence

- Providing at least 3 parking spaces behind the front of the building line with the ability to provide a future accessible path of travel with a maximum gradient of 1:14 to the new Secondary Residence and the street frontage/letterbox
- Provide an accessible entry and access to the essential features of the new secondary residence, including a bathroom, kitchen, bedroom and living spaces, meeting the criteria of AS 4299 Accessible Housing Design
- A secondary Residence can only be approved on Single Dwelling Residential blocks

Boundary Setbacks

- Building within a side or rear setback to achieve the objectives of the project, considering the criteria including, solar access, privacy, separation and amenity of neighbouring blocks
- Maintaining access for maintenance and reasonable separation between neighboring blocks when planning to build within 900mm of a side or rear setback

Plot Ratio and Private Open Space

- Meeting the requirements for private open space and principle private open space on the block, ensuring adequate outdoor areas are retained for outdoor activities and clothes drying, with adequate sun access, including adequate principle private open space, screened from public streets, public open space and pedestrian or cycle paths
- Meeting the requirements for plot ratio on the block to ensure the maximum allowable ratio is not exceeded which is 50%

Privacy and Separation

- Maintaining separation and a reasonable outlook between residences on the same block and adjoining blocks to allow for access, maintenance a positive aesthetic view from windows and other unscreened elements
- Designing, approving and building appropriately fire rated separation between dwellings as required in the Building Code of Australia. Includes additional fire rated design and materials when building

within 900mm of a boundary, as well as when building within 1.8m of another dwelling on the same block or an adjoining block

Parking and Driveways

- Ensuring that there is at least two parking spaces on the block and that one of them is roofed

Protected Tree

- If a tree meets the criteria stated in the *Tree Protection Act 2005*, any construction near it will require approval from the Tree Protection Unit. Removal of the tree will also require approval.

Easements

- Potential removal of existing infrastructure/vegetation built within easements may be a requirement to obtain Development and Building Approval
- Potential removal of any existing infrastructure/vegetation to improve access to easements on the property as required by planning regulations
- Providing access to an easement through a garage or carport, complying with the height and width requirements for access to easements
- Providing access to an easement through a side/front/rear boundary, complying with the height and width requirements for access to easements
- Access and protection of easements needs to be maintained and may be adjusted by the authority in control of the easement as required by way of the Utilities Act 2000
- Easements on the block have been included as currently shown on available online databases. Additional easements may be present on the block that may available through further investigation

Lease and Development Conditions

- There are lease and development conditions that apply to this block. Any non-compliance with the Conditions will require DA approval.

Heritage

- This block has a heritage precinct code that applies. Any application for development will require referral to the Heritage Council for approval.

Anticipated works and estimated costs required to build a Secondary Residence on your property

It's our objective at Canberra Granny Flat Builders to provide transparent and honest advice to our future clients.

To meet our objectives, we have identified through experience the importance to outline as early as possible the likely mandatory works and improvements a client may be required to undertake to successfully have the project approved through government and regulatory agencies such as ActewAGL and ICON Water.

Our experience is that many of our competitors don't disclose these costs, or are unaware of them, and as a result customers are required to further spend after the project has started.

As we are accountable because of our fixed price guarantee, we believe it's only fair to provide the detail of these costs right from the beginning of our process.

What: Designated Car Parking – (garage or carport)

Why: The existing dwelling is required to provide car spaces in compliance with the *Single Dwelling Housing Development Code*; at least 1 additional car parking space is required for a secondary residence that is not included in the front zone of the property as defined in the *Residential Zones Development Code*

How much: Design dependent

Likelihood if this will be required: 100%

Builders comment: An additional designated car spot will need to be allocated for the secondary residence if built as a Class 1 dwelling.

What: site works / or path

Why: As per planning laws any secondary residence must have the ability to provide a future accessible path of travel with a maximum gradient of 1:14 from the entry to the street frontage/letterbox

How much: Dependent on depth of required cut and/or length of required path

Likelihood if this will be required: Will be required if the gradient of the block exceeds 1:14.

Builders comment: Given the gradient of the block, a deep site cut and/or an accessible path may be required to meet the 1:14 gradient rule. The scope of such works may be dictated by the placement of the building.

Next Steps

Now that we have confirmation that you can build a secondary residence, the steps taken next are set out below.

Step 1: Concept plans, design options and project budget

During this process you will meet and work with our in-house designer/draftsman to create a concept design for your proposed granny flat.

We will take into account your stated objectives and any planning considerations identified.

At the conclusion of this process, you will have a set of the following:

- floorplans with dimensions;
- a rendered snapshot with a concept of what your design will look like when completed; and
- elevation plans.

Please refer to the examples provided at Attachment B.

Once you have agreed on the plans, we will provide you with a budget to deliver the project.

The total budget will include the planning and development costs, the cost to develop the plans and drawings, the connection of services, and the total build price. We call this the turnkey price and it means there are no hidden fees and charges.

The average/expected duration of this process is up to 4 weeks.

The average investment for this process is \$1500 to \$2000 depending on complexity.

In the event you do not proceed with building with Canberra Granny Flat Builders you will be able to use those plans with an alternative builder if you choose. We will also have ownership of the plans for future use.

The documentation produced in this stage will be sufficient to support a finance application.

Step 2: Review, confirmation and agreement

As a result of Step 1 you will have a concept floorplan and render style of your building and you will also have received the turnkey budget for the delivery of your project.

During this process, you can consider altering the floorplan and design concept if you choose, and we will continue working with you to settle on your final concept design and floorplan advising you throughout this process of the development approval implications.

Once you have settled on the final design, style and range of inclusions (these can be changed subject to agreement) we will enter into a HIA* building agreement which will outline the timelines and deliverables.

The HIA contract will include the final price, which only be subject to change if you wish to alter the project or add something during the project construction.

*Housing Industry Association

Step 3: Development approval and selection of final inclusions

In this process our planning manager will initiate and coordinate the development application for the project. The development application is managed in-house with the support of an external specialist.

The duration of the development approval process is 8 to 14 weeks based on the complexity of the development application. The average approval process is 10.5 weeks.

During this process we will finalise the selection of your inclusions.

Condition: In the event the development application is unsuccessful because of law changes or departmental decision-making, only the investment of the planning process will apply as per the HIA agreement.

Please note we would only undertake a development application if we believed it had a greater than 90% likelihood of approval.

Step 4: Construction and delivery

As soon as the development application has been approved we will commence the construction of your project.

The duration to build and deliver the project is 10 to 14 weeks. The average duration is 12.5 weeks.

Attachment A: Questions and Answers

What is a secondary residence?

Commonly known as a granny flat, a secondary residency in the ACT is a self-contained residential structure built on a block of land which is in addition to an existing residence.

The legislation provides that a secondary residence can be rented separately to an existing residence. This means that separate electrical, water and gas metering can be achieved on the majority of secondary residences.

What size can a secondary residence be?

A secondary residence should have a minimum size of 40m² floor area up to a maximum of 90m² floor area.

In addition to your granny flat, you can build additional structures such as garages, carports, alfresco areas and pergolas. These additional structures do not count towards the total gross floor area of the secondary residence; however considerations may need to be taken account as it relates the total plot ratio allowable on your block.

What is the minimum block size you can build a secondary residence on?

A secondary residence can be considered on a minimum block size of 500m².

Do you require development approval to build a secondary residence?

Yes. Development approval application must be submitted to gain approval to build a secondary residence.

Development approvals are submitted to and assessed by the ACT Planning and Land Authority (ACTPLA).

A development approval application may be subject to meet the criteria set out in the following legislation and standards:

- *Building Act 2004;*
- *Heritage Act 2004;*
- *Planning and Development Act 2007;*
- *Planning and Development Regulation 2008;*
- *Utilities Act 2000;* and
- *Australian Standard AS 4299 Adaptable Housing.*

Once development approval is granted we also need to obtain building approval?

Yes. Once we have secured development approval we will need to complete building approval through a private building certifier.

What does adaptable housing mean and how does it relate to our secondary residence?

Secondary residences are to be designed to be easily adaptable to meet the needs of people with a disability. This means that the dwelling should be designed to easily meet the *Australian Standard AS 4299 (Adaptable Housing)*.

What building classification will the secondary residence need to be?

Secondary residences are classified as a Class 1a building. This is clearly defined in the Building Code of Australia. Structures like decks, garages, carports, stairs or ramps are classed as 10a buildings.

How many bedrooms can a granny flat have?

Canberra Granny Flats generally build secondary residences which have one to three bedrooms, with one to two bathrooms, a number of living spaces and a kitchen and laundry.

Will a granny flat in my backyard increase my rates or land tax?

No (under the legislation in-force at this time).

Can a granny flat be rented?

Yes, if all the correct planning approvals are obtained. These approvals are required for insurance purposes as well.

Does Canberra Granny Flats manage the process to completion?

Yes. We manage every aspect of the build until it's ready to be occupied. Our turnkey guarantee means that we take full ownership and accountability from start to finish.

How much will a granny flat cost me?

It depends on the design and function (that is, whether it has a kitchen, number of bathrooms etc).

Do you offer flexibility in the granny flat designs?

Yes. There are two options. We have created a range of designs you can choose from or we provide a custom-design service to suit your needs.

Do I get to choose the inclusions in my granny flat?

Yes, if you wish to. We also offer a concierge service, for a fee, where one of our team will meet you at the retail supplier, record your choices and provide to our construction team.

Are the granny flats built on-site or are they pre-fabricated in a factory?

We build the granny flats on-site with locally based and licensed tradesmen, and ensure compliance with the applicable ACT laws.

Attachment B: Example Diagrams

Aerial View of the Project Block



Aerial View of the Project Block with Contours and Easement



Aerial View of the Project Block with Building Offsets and Building Zone



Sketch up with measurements of roofing envelopes



Lengths of boundaries



Verge distance



Upper-level setbacks



External wall offset:

Unscreened element offset:

Front Access

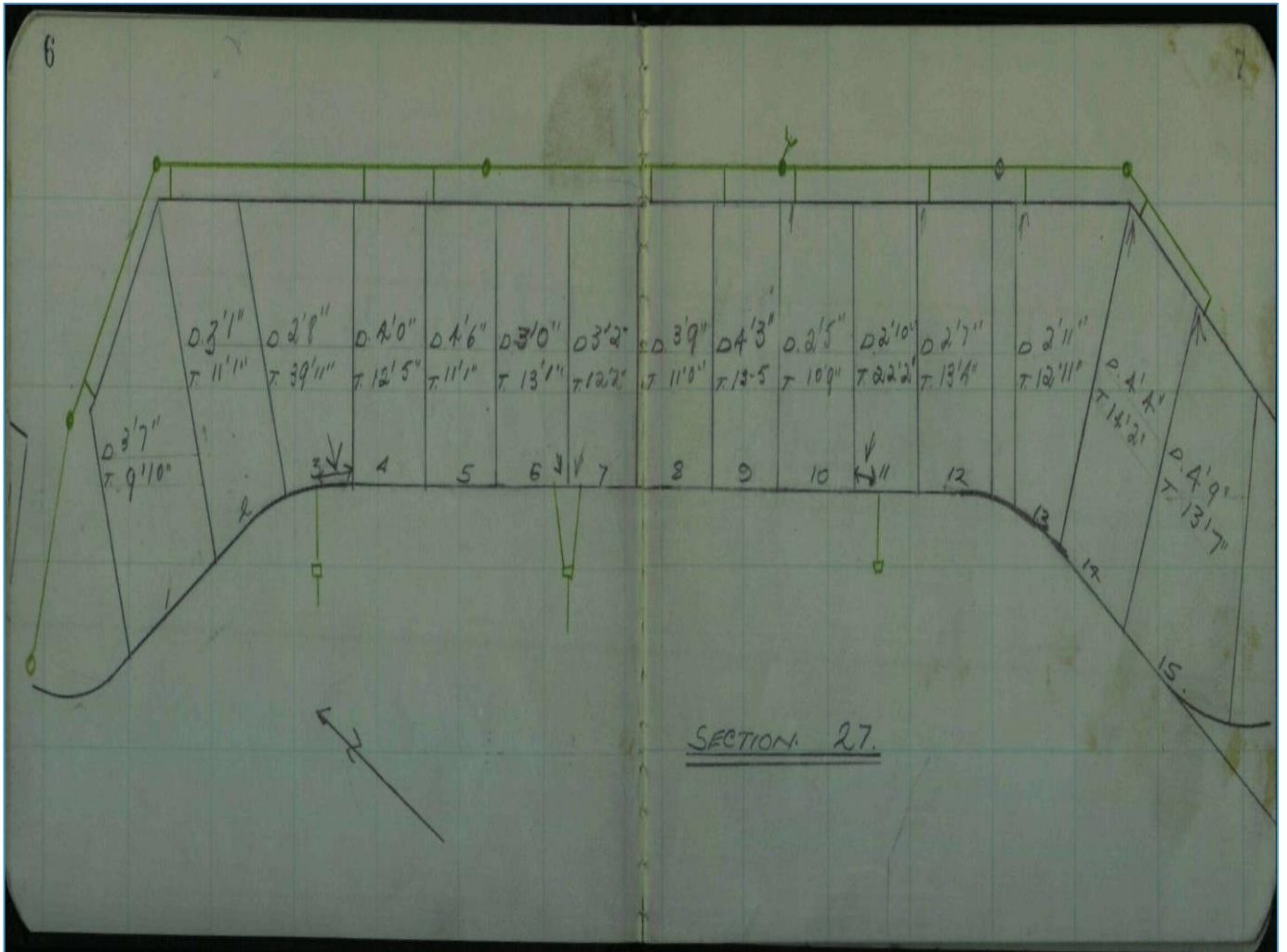


Potential Protected, Registered or Regulated Trees



Plumbing Tie Search

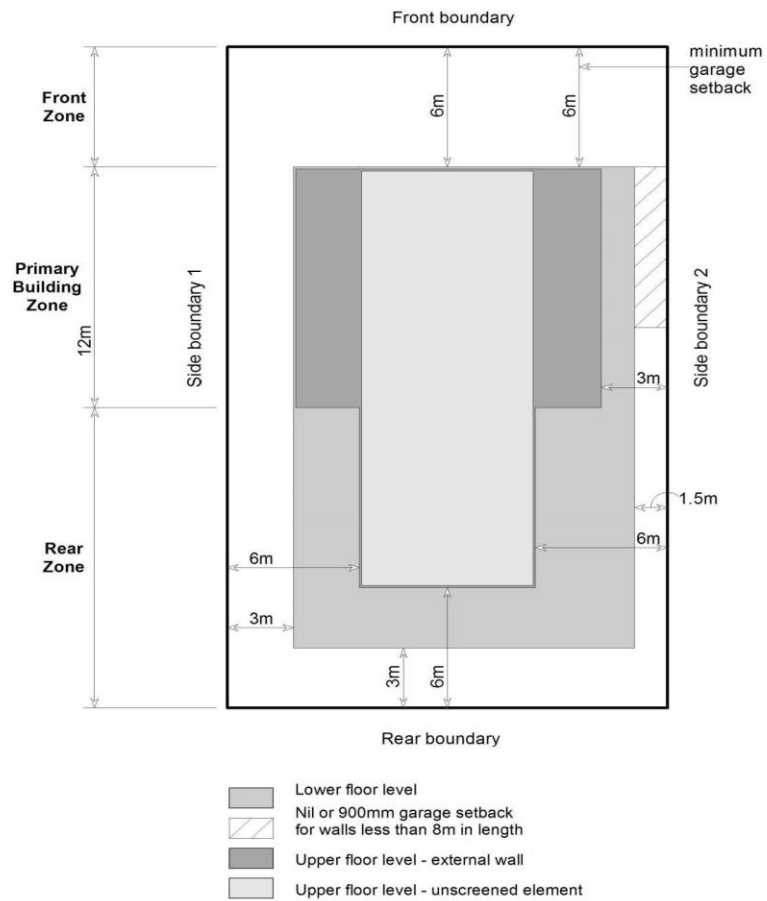
On the Tie Image, **red lines** indicate sewerage, **green lines** indicate storm water and **blue lines** indicate water supply. This search will only display the measurements and depth of the tie location for the selected block.



Large Block Boundary Setback Diagram

Appendix 1 – Boundary setback diagrams

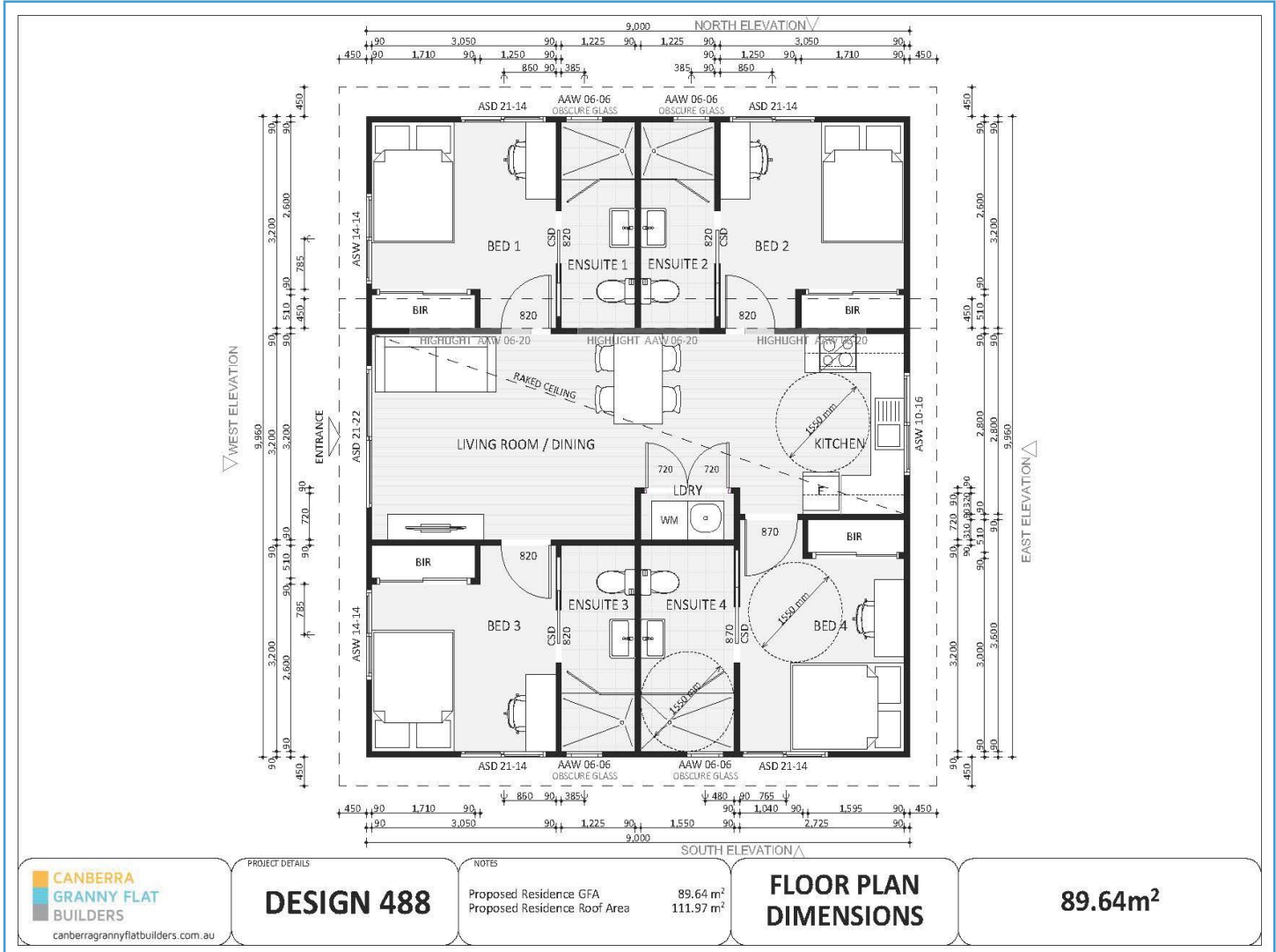
Diagram 1: Large blocks approved before 18 October 1993
(refer Tables 2A and 5)



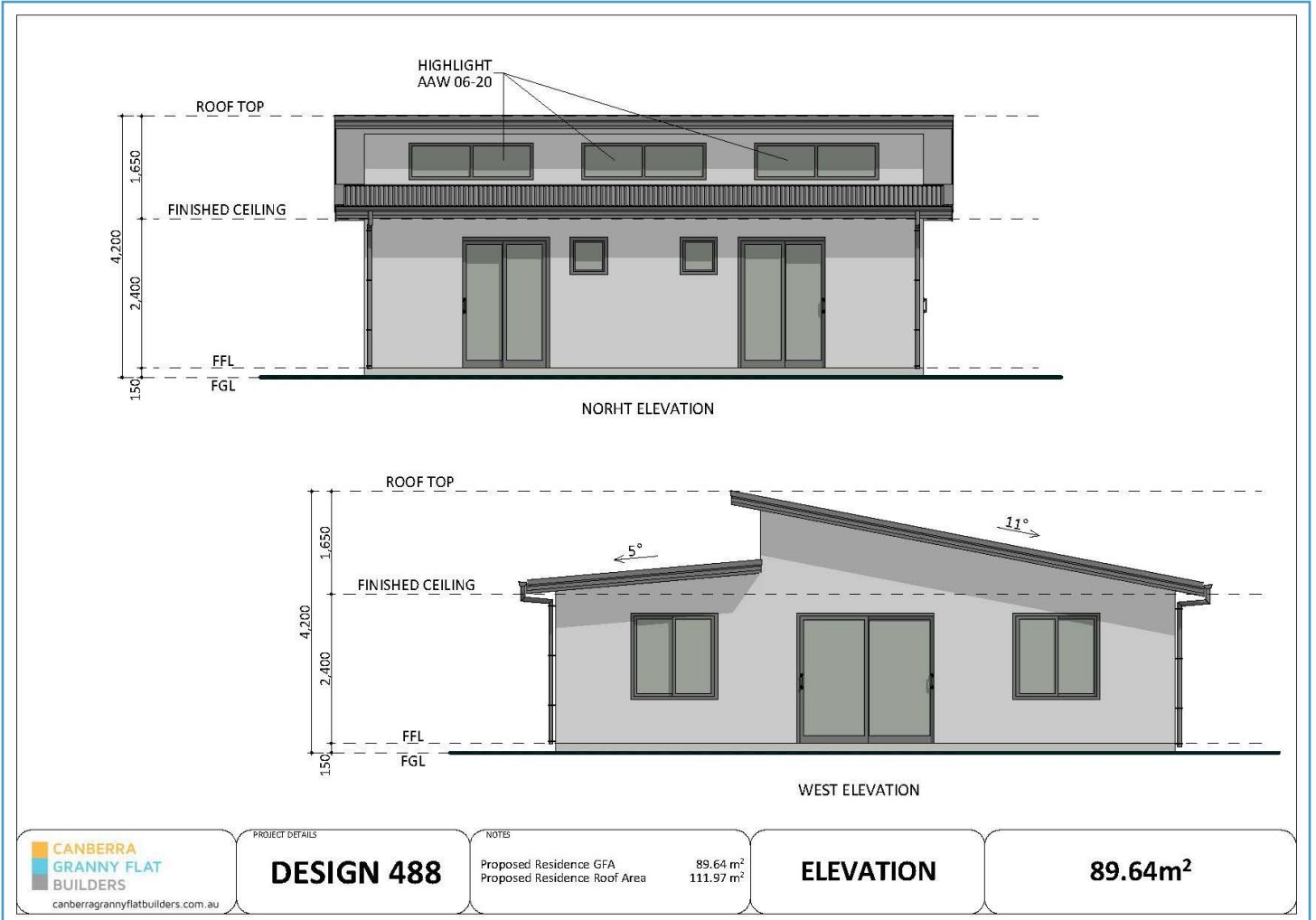
Example of Concept Render



Example Dimension Floorplan



Example Elevations



Attachment C: What Our Customers Say

We used Canberra Granny Flat Builders to build a granny flat for my parents. Our relationship with them was one of dealing with competent, professional and friendly staff who co-operated fully to make our building project a painless experience. Our main contact Nick Constable was always responsive to my numerous questions and at no time made me feel that I was a nuisance or asked silly questions. The project was finished on time and budget and my parents and I could not be happier. I have no hesitation in recommending this company to anyone building a granny flat.

Billie McApline, Theodore ACT – December 2014

We are very happy with the service provided, including the follow-up service, and quality of the work. The work looks great and we would not hesitate in recommending you to anyone looking for a builder who delivers high quality work and value for money.

Ian and Gemma Searles, Evatt ACT - May 2013

Last year my we purchased a Kitome as a second dwelling on our property, and we appointed Nick Constable as our Project Manager and Builder.

Nick was an inspired choice. He arranged all the tedious paperwork/local government forms and procedures and explained them very clearly. As he is well acquainted with the 'red tape' requirements, all this was processed very efficiently and in a timely manner. This service alone was very valuable.

The team Nick appointed were well trained and worked well together. Deliveries arrived on time as stated by Nick and each step of the building was carried out within the timeframes stated.

One of the services provided was a written note to all the neighbours advising them that trucks and equipment would be visiting the site. This action was very well received.

All the tradesmen Nick appointed were excellent and were open to any extra requirements we had in relation to the building (extra electrical outlets, concreting, painting, plumbing) and provided very reasonable quotes for work not included in the original agreement. They all had a very good working relationship with Nick and spoke highly of his work ethic.

The building was completed within the timeframe, the craftsmanship in all aspects of the interior and exterior presentation and finishes is superb.

We have no reservations in recommending Nick Constable as a Builder and Manager. His attention to detail and customer service abilities are excellent.

We wish Nick and his team all the very best for future endeavours.

Rob and Mary Newark, Kambah ACT – May 2015

I was introduced to “Granny Flat Builders” through Kitome as being their preferred builder. From Day 1, Nick and his team were proactive with regard to government approvals, contract negotiations (pricing – no hidden costs was a bonus), scheduling and follow up work. The time from the first sod being turned to occupation was approximately 12 weeks. This was exceptional given the difficulty of the site access (steep driveway, trees and powerlines). Throughout the construction safety was paramount and we were appraised of all that was happening almost daily.

I would highly recommend Granny Flat Builders to anyone contemplating a 2nd dwelling/Granny flat.

Steve Young, MacGregor ACT – June 2015

I have recently utilised Turnkey Creations Pty Ltd to build a 2-bedroom fully-self-contained unit to the rear of my house. The work included a large area of concrete around the unit as well as in the driveway.

I can't fault the quality and finish of their work.

I have found the builder assigned to my project, Nick Constable, to be most courteous and prepared to listen when situations arose, as they generally do on a project such as this.

I have found some tradesmen have a tendency to dismiss lay people such as me with statements like, 'This is how it needs to be done', 'This is how we'll do it.' Or they'll just go ahead and apply their own solution.

Herman van de Brug, Kaleen ACT - March 2015

Our experience was great. Frank was very efficient with the quote and approval processes and kept us informed at all times.

The building site was left perfectly tidy every evening.

Great service from start to finish!

Lucy and Nick Kimpton, Spence ACT – May 2013

I was thoroughly impressed with my experience with your team. You acted timely both with information and consultation, worked within predicted timelines, were polite at all times... I couldn't fault the experience.

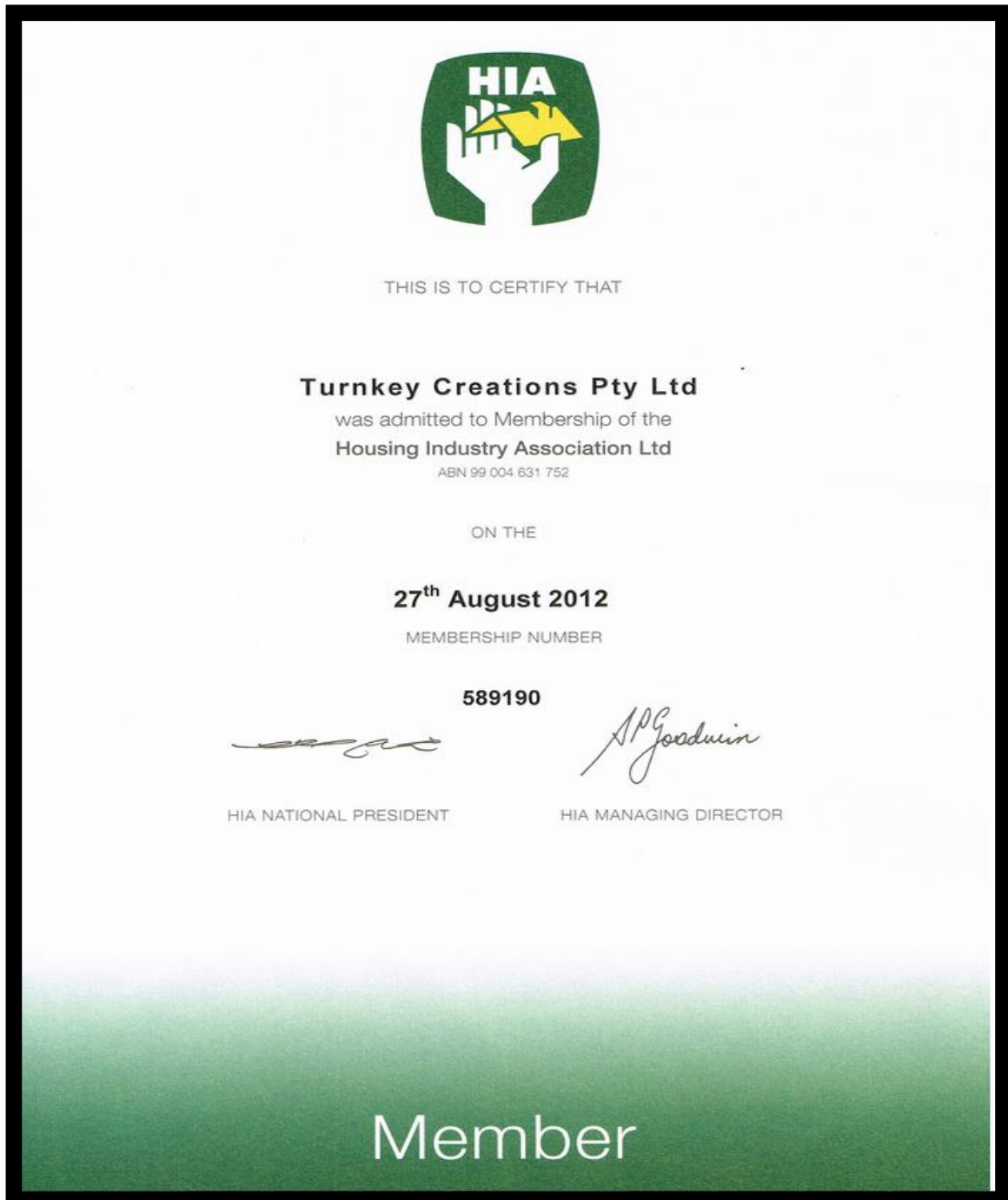
M Gillespie, Banks ACT – February 2013

The work carried out was of a highly professional nature. We were particularly impressed with the quality of the end result.

We were guided through practical design offering considerate and constructive advice when necessary in order to improve the final product.

Mr Welford, Queanbeyan NSW – August 2012

Attachment D: HIA Membership



The Fixed Price Extensions Design Agreement and Design Process

Nick Constable
55 Piddington Street, Watson ACT 2602

Dear Nick,

Thank you for the opportunity to provide you with our Planning Assessment Report for your property at **55 Piddington Street, Watson ACT 2602.**

The purpose of this document is to outline the next step in the process to create your ideal secondary residence or fixed price extension with Canberra Granny Flat Builders (CGFB).

Creating your ideal design. Here are three options for you should you decide to continue with the process of designing and pricing your secondary residence or fixed price extension project with the team at CGFB.

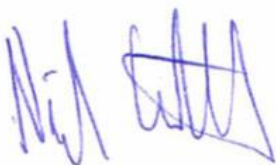
1. **Modify an existing CGFB design*** for an investment of **\$1750**, which includes minor changes to the layout, but not the footprint of our existing design. You will receive a detailed Project Proposal package once all minor changes have been completed.
2. **Create your own unique design*** for an investment of **\$2850** when you build with us. You will receive a detailed Project Proposal which includes a full set of design plans including elevations, floorplans and 3D images of your dwelling. Your design will be quality assured to comply with all ACT Building and/or Development Approval criteria.
3. **Purchase your plans** should you choose to build with an alternative provider, you can purchase your plans for a total of **\$6,500**.

We have included a detailed list of frequently asked questions that relates to these design options for your convenience.

If you decide that you would like to proceed with any of these design options, please follow the steps outlined in this document.

Thank you

Nick Constable | Director and Licensed Builder



Frank Walmsley | Director and Client Services Manager



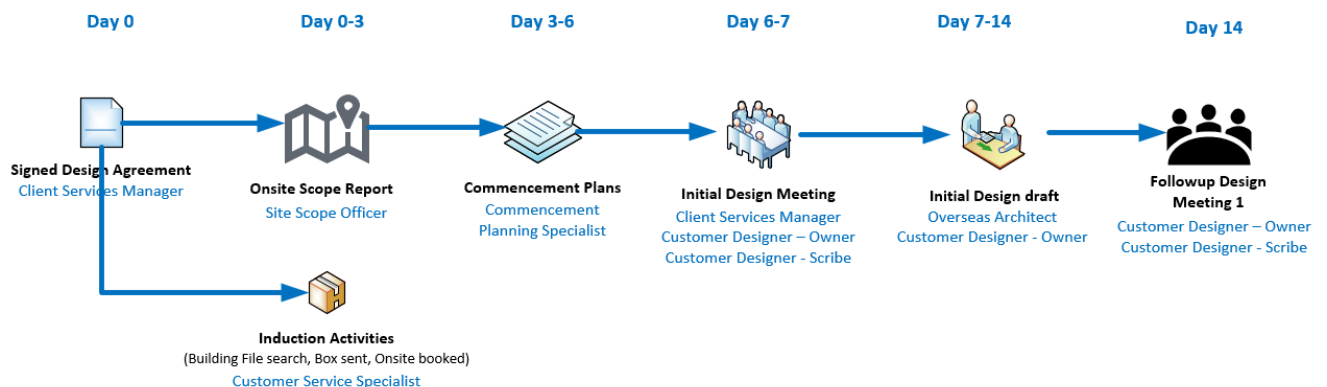
Next steps:

If you wish to proceed to the design phase, please complete the following three forms which are attached at the end of this document.

1. Form 1: Customer Design Authority (Design Agreement)
2. Form 2: Building File Search Authority
3. Form 3: Crown Lease Search Authority

Once we have received all three signed forms, several activities are initiated including your Induction Box that is courier to you and a call to set up a mutual time for our team to conduct an onsite scope exercise.

We plan to have the initial design meeting at your premises with you within the first 6-7 working days from receiving your signed Design Agreement. A follow up meeting will be planned for 14 days after the initial meeting and then every two weeks until all parties agree the design is complete.



At the end of the Design Process, you will be asked to ‘Signoff’ on the floor plans. This will allow CGFB to calculate the total investment value of your secondary residence or fixed price extension.

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au , or
- Drop into our office – Level 2, 80 Emu Bank, Belconnen on a weekday before 4pm.

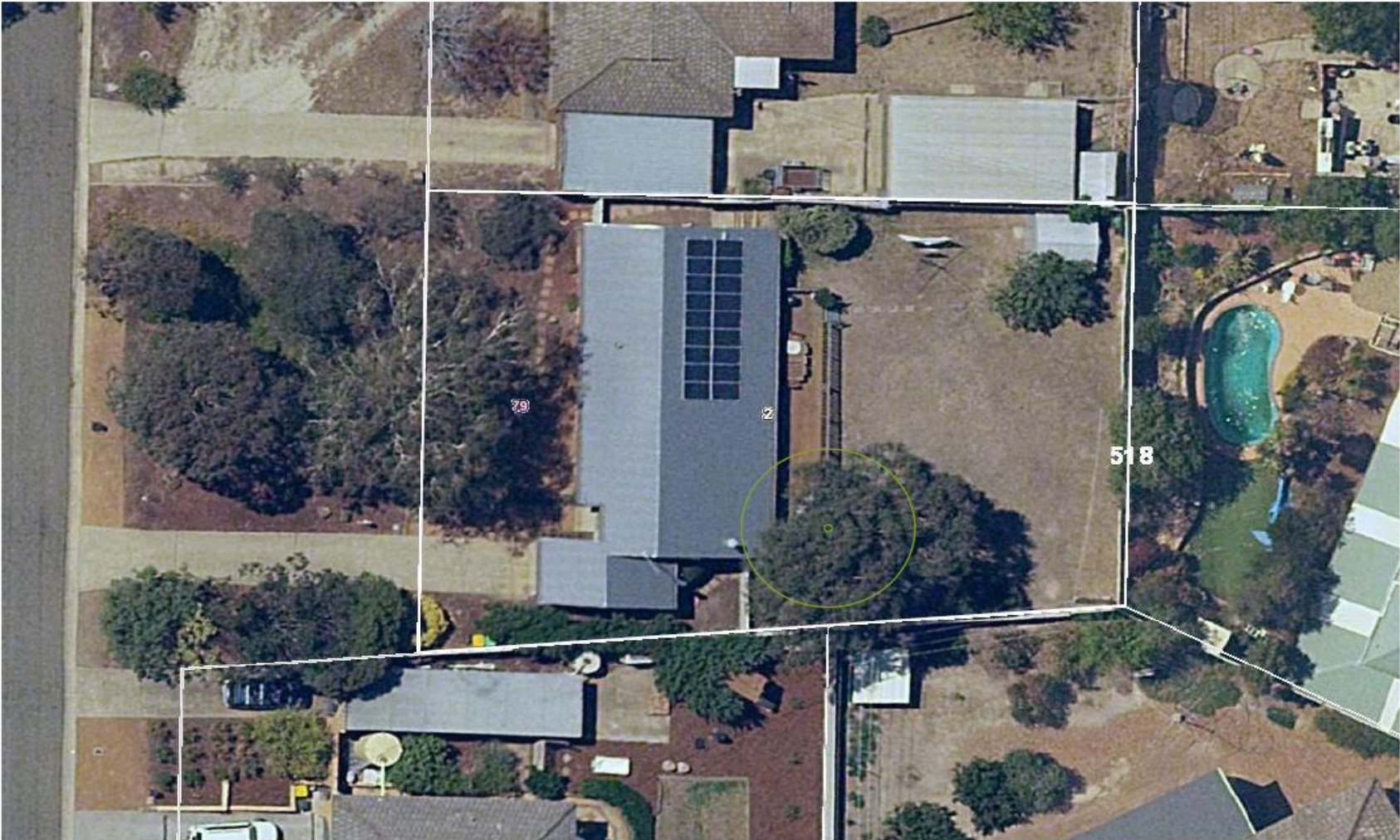
If you have any questions please email – info@cgfb.com.au or call us on 1300 979 658.

What you will get

Document/Process	Modification Design	Custom Design
Site Scope Report	Yes	Yes
Existing site aerial plan	Yes	Yes
Building zone plan	Yes	Yes
Solar and building envelop plan	Yes	Yes
Snapshot 2D image of design (PDF)	Yes	Yes
Floorplan with measurements (PDF)	Yes	Yes
Elevations Plans (PDF)	Yes	Yes
Project proposal (PDF)	Yes	Yes
Site Map (PDF)	Yes	Yes
Furniture Floorplan (PDF)	Yes	Yes
High quality 3D Render	Yes	Yes
Solar analysis video of new design	Yes	Yes
Shadow diagrams	Yes	Yes
Limited to four changes	Yes	Unlimited
Architectural files (ArchiCAD)	Not provided	

Your design will be quality assured to comply with all ACT Building and/or Development Approval criteria.

Commencement plans: Example



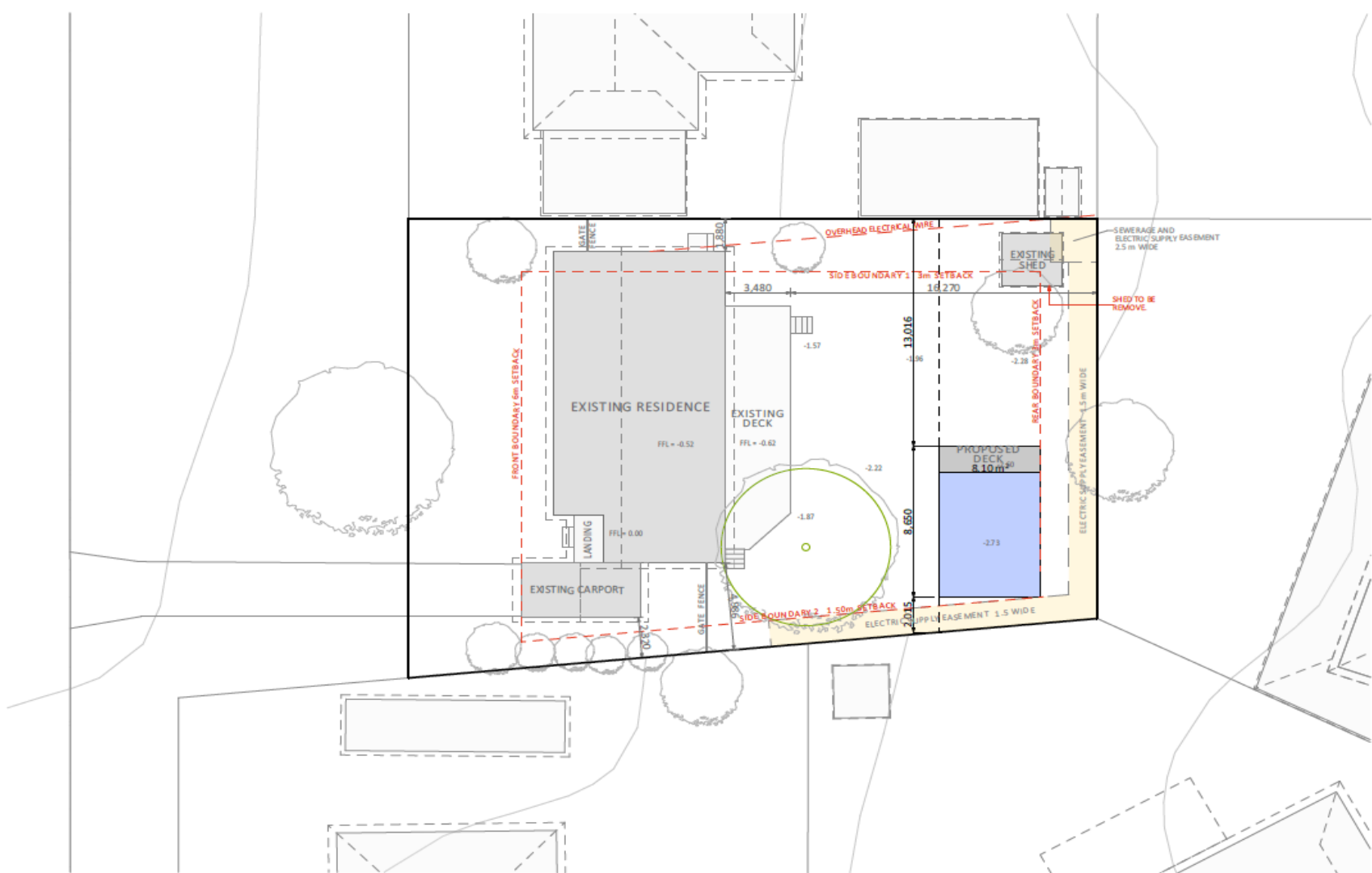
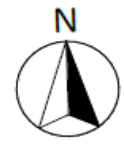
FIXED PRICE EXTENSIONS
canberragrannyflatbuilders.com.au

PROJECT DETAILS
Customer Name: Canberra Granny Flat Builders
Project Address: 80 Emu Bank Belconnen, ACT 2617
Block No 1
Section No 1

AREAS
Proposed Extension GFA
Total Roof Area
Plot Ratio (Block size = 900 m²)
Private Open Space (min. POS = 490 m²)

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS
CUSTOMER APPROVAL			
NAME	SIGNATURE	DATE	

DRAWING NAME			
COMMENCE PLAN SITE PLAN AERIAL IMAGERY			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
1:200	A3	1	0570

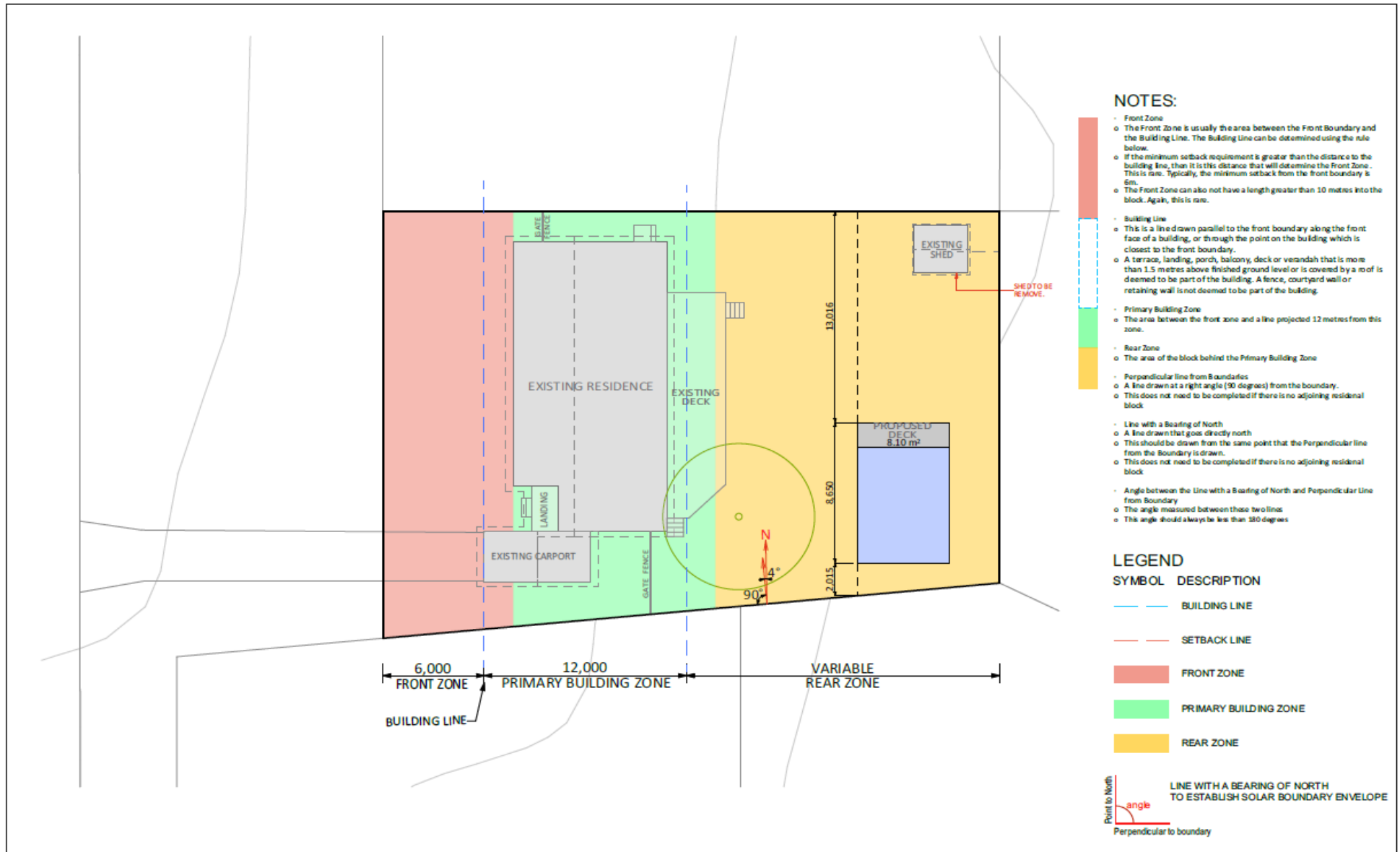


PROJECT DETAILS
 Customer Name: Canberra Granny Flat Builders
 Project Address: 80 Emu Bank Belconnen, ACT 2617
 Block No 1
 Section No 1

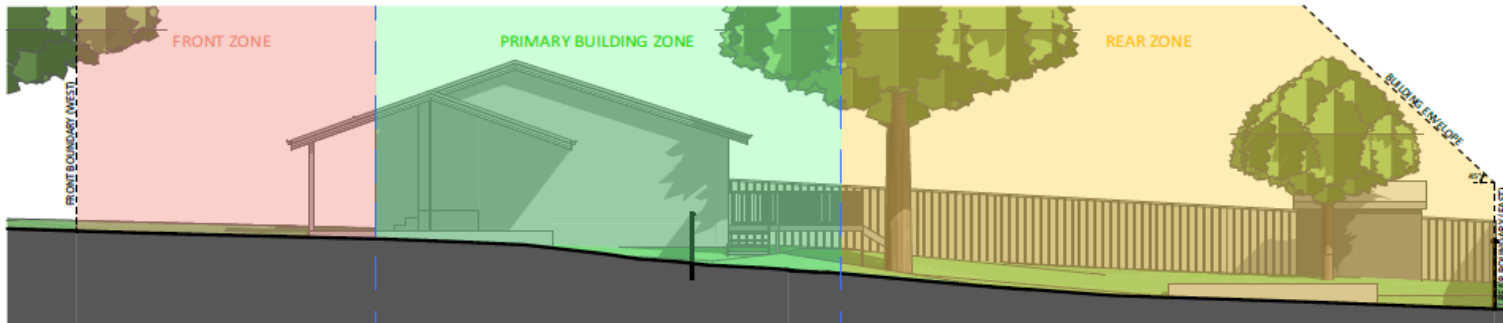
AREAS
 Proposed Extension GFA
 Total Roof Area
 Plot Ratio (Block size = 900 m²)
 Private Open Space (min. POS = 490 m²)

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS
CUSTOMER APPROVAL			
NAME	SIGNATURE	DATE	

DRAWING NAME			
COMMENCE PLAN SITE PLAN DETAILS			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
1:200	A3	2	0570



 canberragrannyflatbuilders.com.au	PROJECT DETAILS Customer Name: Canberra Granny Flat Builders Project Address: 80 Emu Bank Belconnen, ACT 2617 Block No 1 Section No 1	AREAS Proposed Extension GFA - m ² Total Roof Area - m ² Plot Ratio (Block size = 900 m ²) - % Private Open Space (min. POS = 490 m ²) - m ²	<table border="1"> <tr> <th>REV</th> <th>DESIGN PHASE</th> <th>DATE</th> <th>INIT</th> </tr> <tr> <td>1.2</td> <td>COMMENCEMENT PLANS</td> <td>14/01/2021</td> <td>BS</td> </tr> </table>	REV	DESIGN PHASE	DATE	INIT	1.2	COMMENCEMENT PLANS	14/01/2021	BS	DRAWING NAME COMMENCE PLAN BUILDING ZONE PLAN
	REV	DESIGN PHASE	DATE	INIT								
1.2	COMMENCEMENT PLANS	14/01/2021	BS									
CUSTOMER APPROVAL NAME _____ SIGNATURE _____ DATE _____			<table border="1"> <tr> <th>DRAWING SCALE</th> <th>SHEET SIZE</th> <th>DRAWING NUMBER</th> <th>CHECKLIST NUMBER</th> </tr> <tr> <td>1:200</td> <td>A3</td> <td>3</td> <td>0570</td> </tr> </table>	DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER	1:200	A3	3	0570	
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER									
1:200	A3	3	0570									



NOTES:

Building Envelope

- **Large Blocks (Greater than 500m²)**
 - This rule applies to side and rear boundaries
 - Building Envelope Fence Height - 3.5m
 - Angle of projection from Building Envelope Fence - 45 Degrees
- **Mid-Size Blocks Approved after 5 July 2013 (250m² to 500m²)**
 - This rule applies to side and rear boundaries
 - Building Envelope Fence Height - 3.5m
 - Angle of projection from Building Envelope Fence - 45 Degrees
- **Mid-Size Blocks Approved before 5 July 2013 (250m² to 500m²)**
 - For North Facing Boundaries of Adjoining Residential Blocks (see the below definition):
 - Building Envelope Fence Height
 - Primary Building Zone - 2m
 - Rear Zone - 2m
 - Angle of Projection from Building Envelope Fence
 - Primary Building Zone - 45 Degrees
 - Rear Zone - 30 Degrees
 - Note: if we are building on the boundary there can be different rules. Consult with Planning Approvals Manager.
- For all other boundaries of adjoining residential blocks
 - Building Envelope Fence Height
 - Primary Building Zone - 4.5m
 - Rear Zone - 3.5m
 - Angle of Projection from Building Envelope Fence
 - Primary Building Zone - 45 Degrees
 - Rear Zone - 30 Degrees
- For this rule: North Facing Boundary means a boundary of a block where a line drawn perpendicular to the boundary outwards is orientated between 30 degrees east of north and 20 degrees west of north. This is only for Mid-Size Blocks Approved before the 5 July 2013

Solar Building Envelope

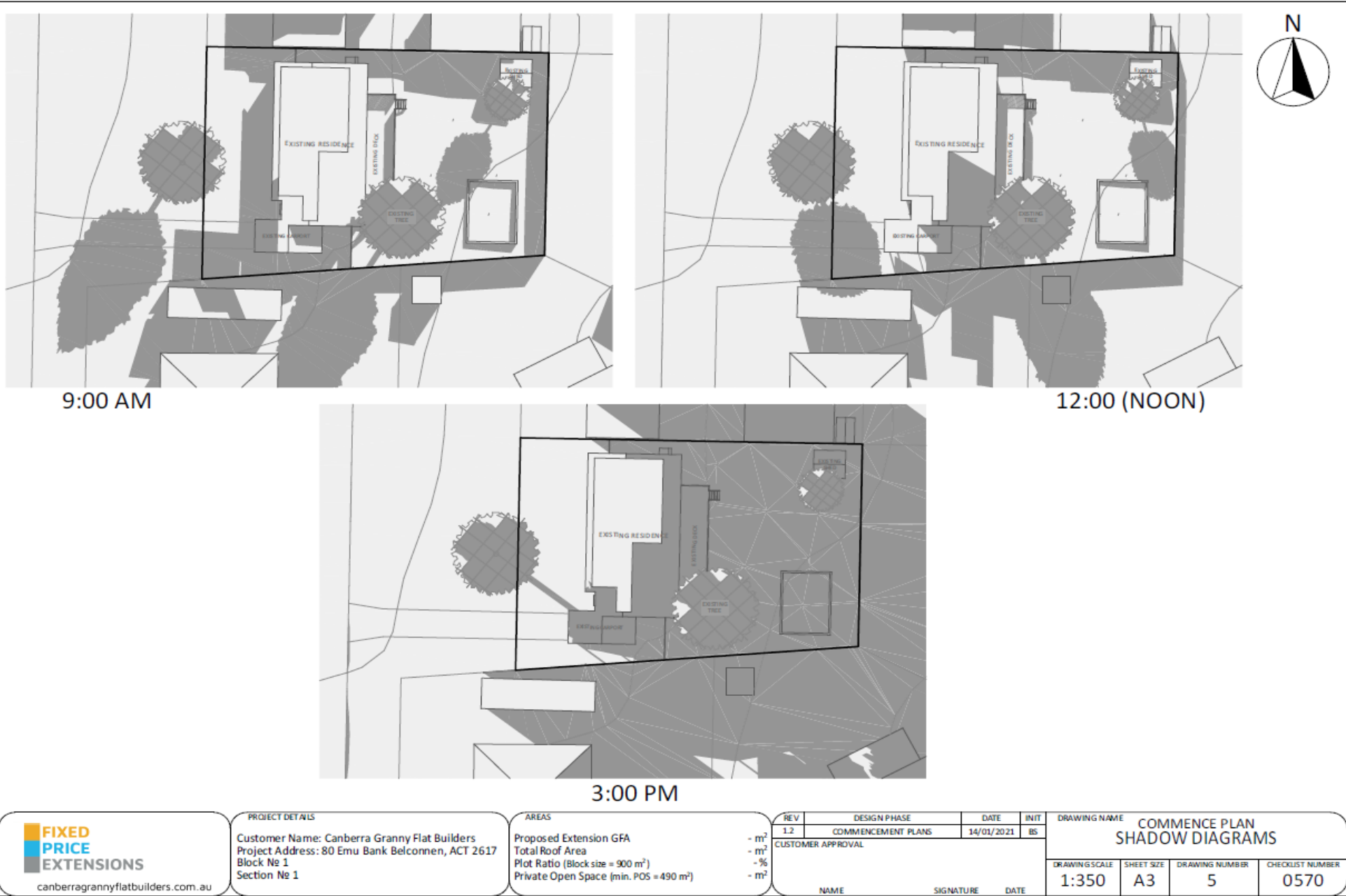
- **Large Block, if Approved Before 5 July 2013**
 - The Solar Building Envelope Rule applies to any Northern Boundary of an adjoining residential block
 - Height of the Solar Fence is:
 - in the Primary Building Zone - 2.4m
 - on all other parts of the boundary - 1.8m
- **All Blocks, if Approved After 5 July 2013**
 - The Solar Building Envelope Rule applies to any Northern Boundary of an adjoining residential block
 - Height of the 'Solar Fence' is:
 - in the Primary Building Zone - 3m
 - on all other parts of the boundary - 2.3m



Table 1 – Apparent sun angle (X) at noon on the winter solstice (21 June)

Aspect of northern boundary (bearing of line drawn perpendicular to the boundary)	Angle (X)
North 0° to <10° East	31°
North 0° to <10° West	31°
North 10° to <20° East	32°
North 10° to <20° West	32°
North 20° to <30° East	34°
North 20° to <30° West	34°
North 30° to <40° East	36°
North 30° to <40° West	36°
North 40° to 45° East	39°
North 40° to 45° West	39°

<p style="font-size: small; margin: 0;">canberragrannyflatbuilders.com.au</p>	PROJECT DETAILS	Customer Name: Canberra Granny Flat Builders Project Address: 80 Emu Bank Belconnen, ACT 2617 Block No 1 Section No 1	AREAS	Proposed Extension GFA Total Roof Area Plot Ratio (Block size = 900 m ²) Private Open Space (min. POS = 490 m ²)	- m ² - m ² - % - m ²	REV 1.2	DESIGN PHASE COMMENCEMENT PLANS	DATE 14/01/2021	INIT BS	DRAWING NAME COMMENCE PLAN SOLAR AND BUILDING ENVELOPE PLAN
	CUSTOMER APPROVAL					DRAWING SCALE 1:120	SHEET SIZE A3	DRAWING NUMBER 4	CHECKLIST NUMBER 0570	
	NAME	SIGNATURE	DATE							



9:00 AM

12:00 (NOON)

3:00 PM



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PROJECT DETAILS

Customer Name: Canberra Granny Flat Builders
 Project Address: 80 Emu Bank Belconnen, ACT 2617
 Block No 1
 Section No 1

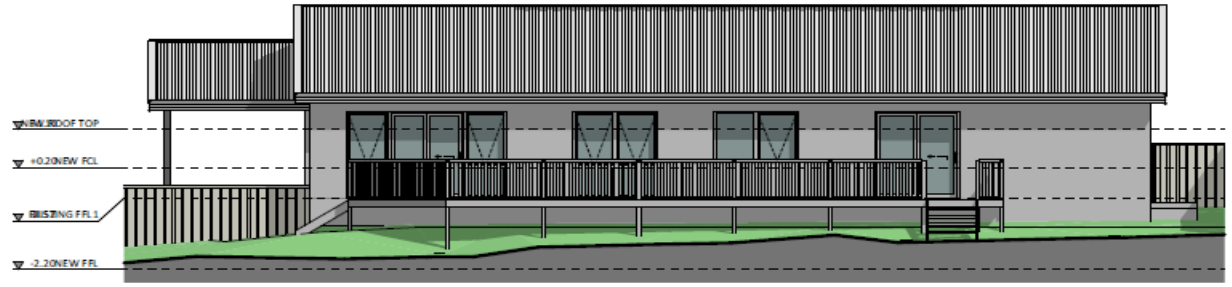
AREAS

Proposed Extension GFA
 Total Roof Area
 Plot Ratio (Block size = 900 m²)
 Private Open Space (min. POS = 490 m²)

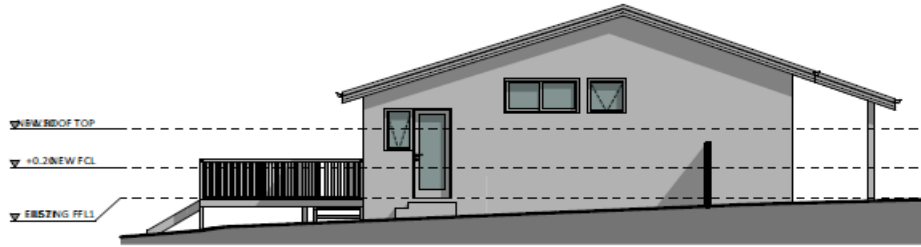
- m²
 - m²
 - %
 - m²

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS
CUSTOMER APPROVAL			
NAME	SIGNATURE	DATE	

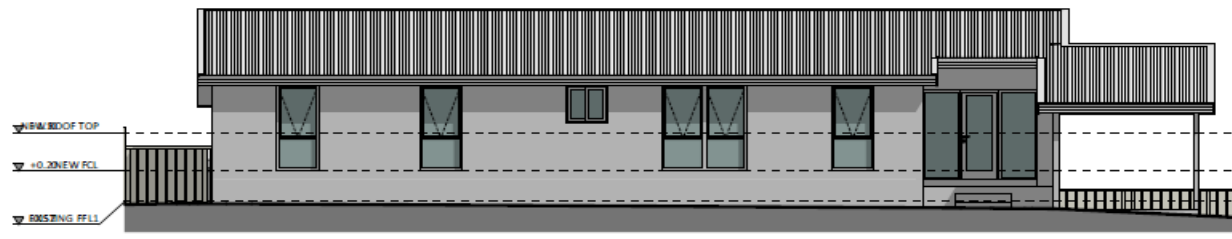
DRAWING NAME			
COMMENCE PLAN SHADOW DIAGRAMS			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
1:350	A3	5	0570



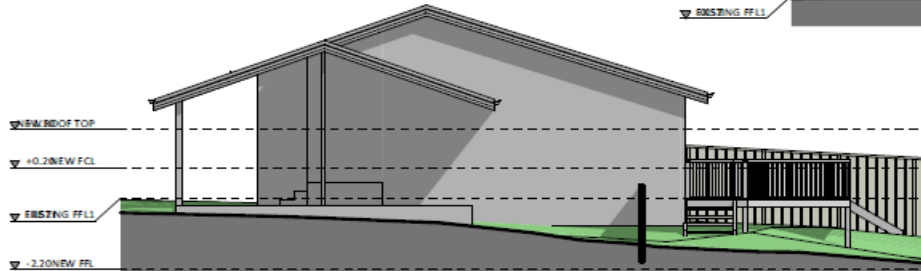
EAST ELEVATION



NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION

FIXED PRICE EXTENSIONS
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PROJECT DETAILS
Customer Name: Canberra Granny Flat Builders
Project Address: 80 Emu Bank Belconnen, ACT 2617
Block No 1
Section No 1

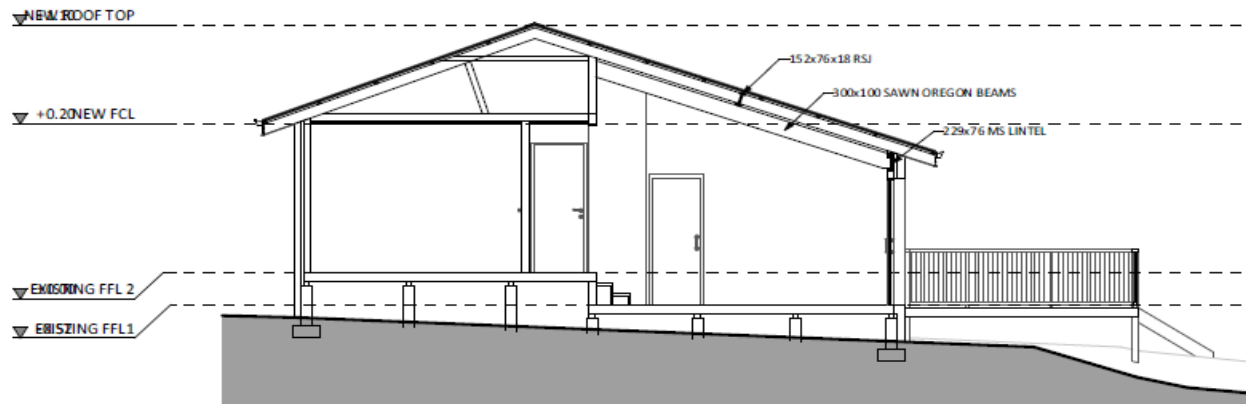
AREAS
Proposed Extension GFA
Total Roof Area
Plot Ratio (Block size = 900 m²)
Private Open Space (min. POS = 490 m²)

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS

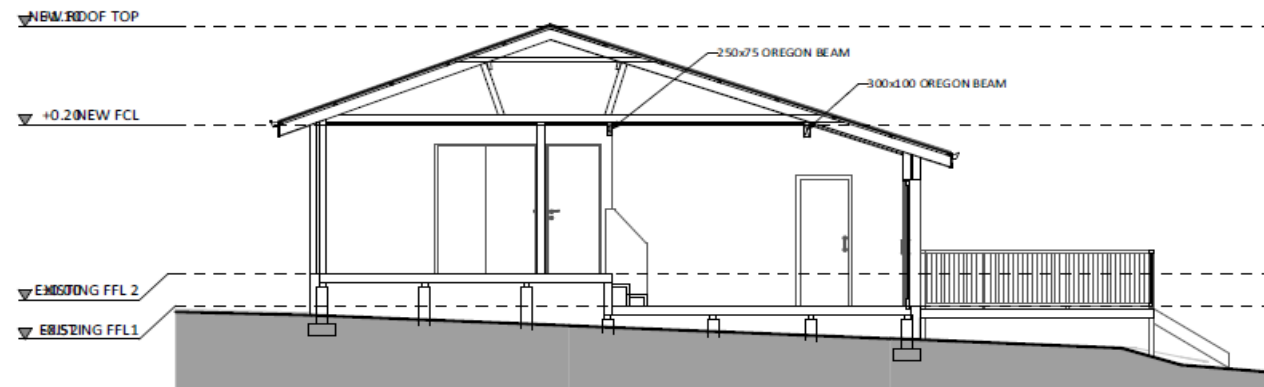
CUSTOMER APPROVAL

NAME	SIGNATURE	DATE

DRAWING NAME			
COMMENCE PLAN			
EXISTING RESIDENCE ELEVATIONS			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
1:100	A3	7	0570



VERTICAL SECTION S1-S1



VERTICAL SECTION S2-S2



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PROJECT DETAILS

Customer Name: Canberra Granny Flat Builders
 Project Address: 80 Emu Bank Belconnen, ACT 2617
 Block No 1
 Section No 1

AREAS

Proposed Extension GFA
 Total Roof Area
 Plot Ratio (Block size = 900 m²)
 Private Open Space (min. POS = 490 m²)

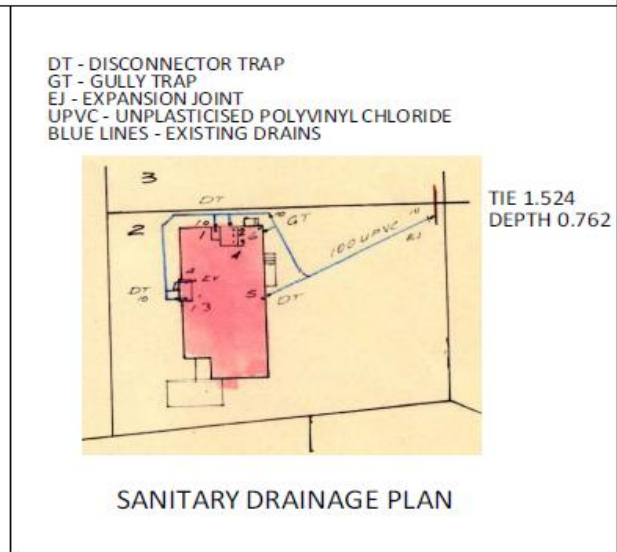
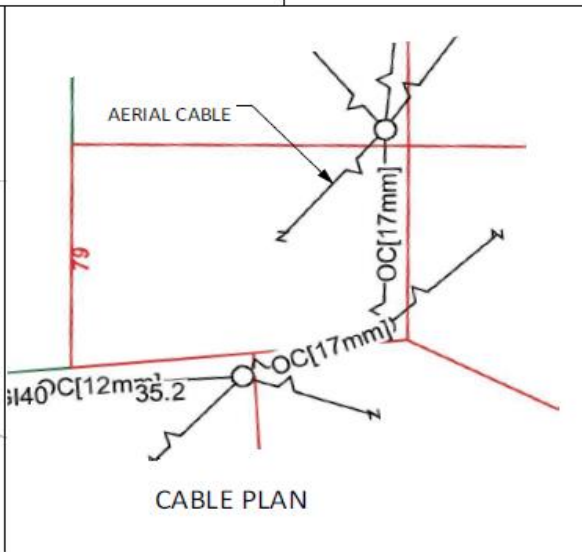
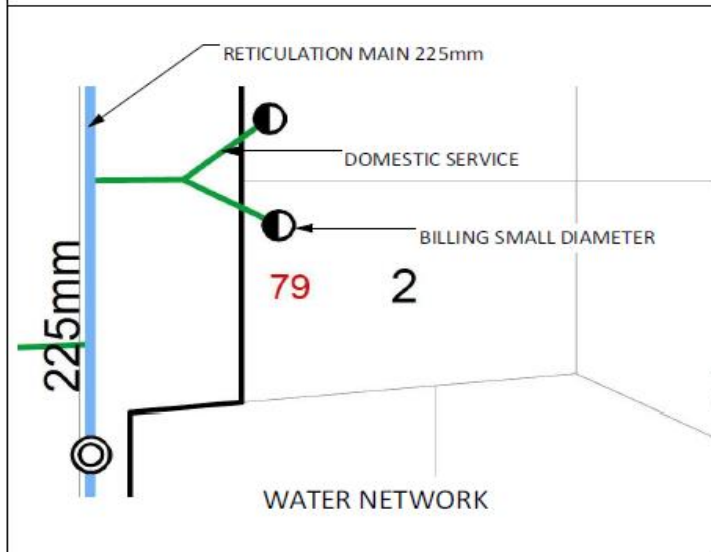
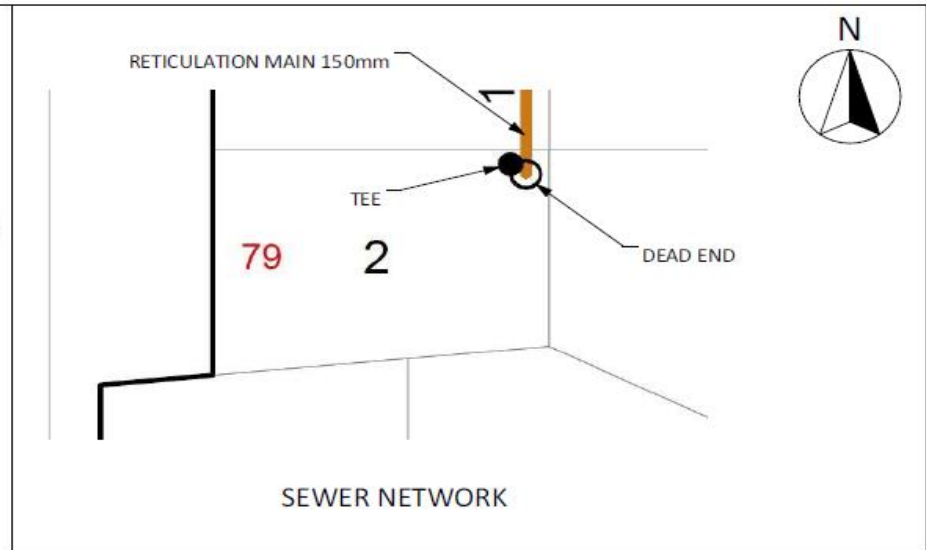
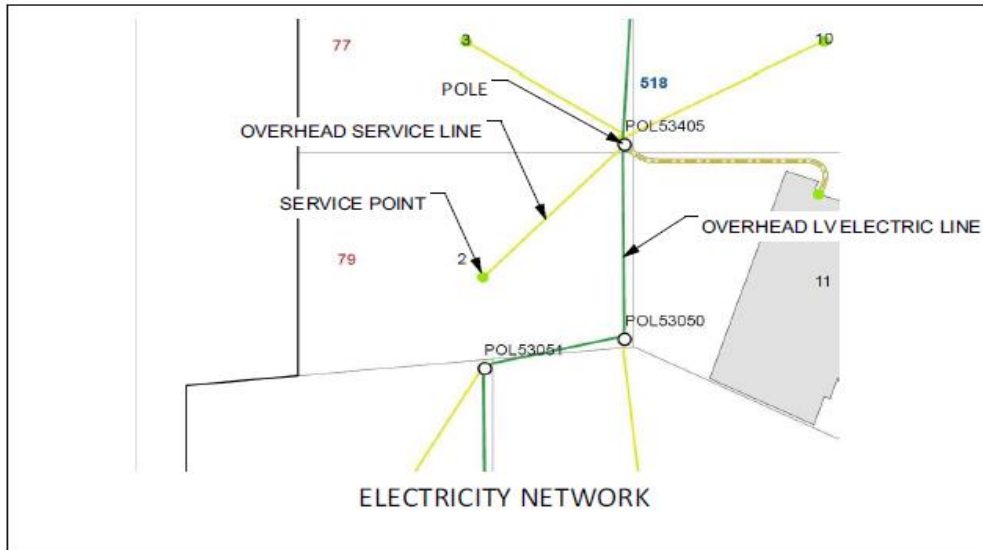
- m²
 - m²
 - %
 - m²

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS

CUSTOMER APPROVAL

NAME	SIGNATURE	DATE
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DRAWING NAME			
COMMENCE PLAN			
EXISTING RESIDENCE CROSS SECTION			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
1:70	A3	8	0570



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PROJECT DETAILS
Customer Name: Canberra Granny Flat Builders
Project Address: 80 Emu Bank Belconnen, ACT 2617
Block No 1
Section No 1

AREAS
Proposed Extension GFA
Total Roof Area
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Private Open Space (min. POS = 490 m²)

REV	DESIGN PHASE	DATE	INIT
1.2	COMMENCEMENT PLANS	14/01/2021	BS

CUSTOMER APPROVAL

NAME	SIGNATURE	DATE

DRAWING NAME			
COMMENCE PLAN SERVICES IMPOSITION PLAN			
DRAWING SCALE	SHEET SIZE	DRAWING NUMBER	CHECKLIST NUMBER
	A3	9	0570

3D Design Renders: Example











Design 1190 Exterior Design



Sheet Roof Covering
Colour: Shale Gray

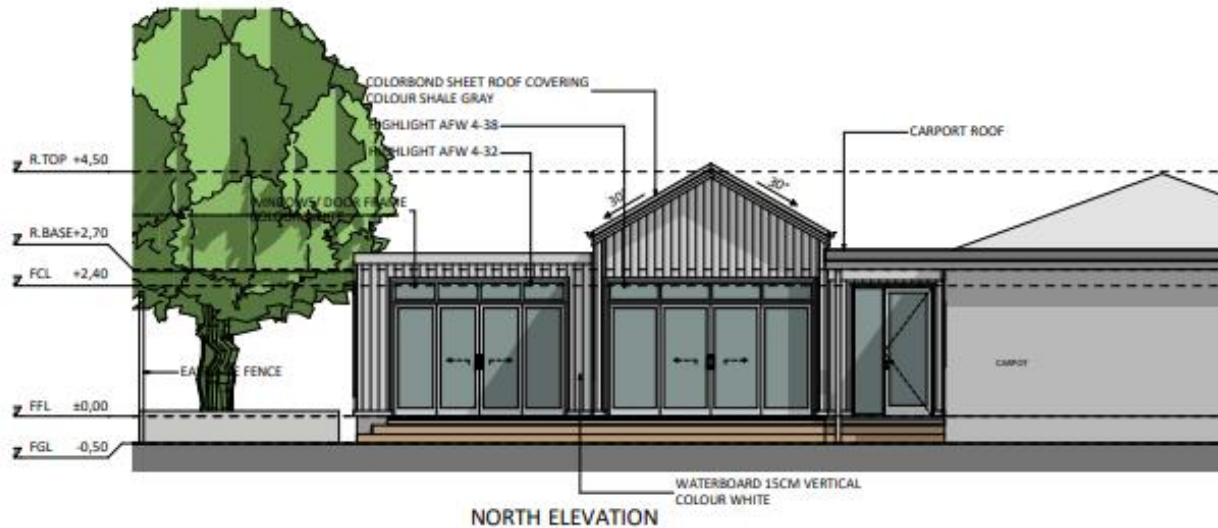
Weather Board Vertical
Colour: White

Window/Door Frames
Colour: White

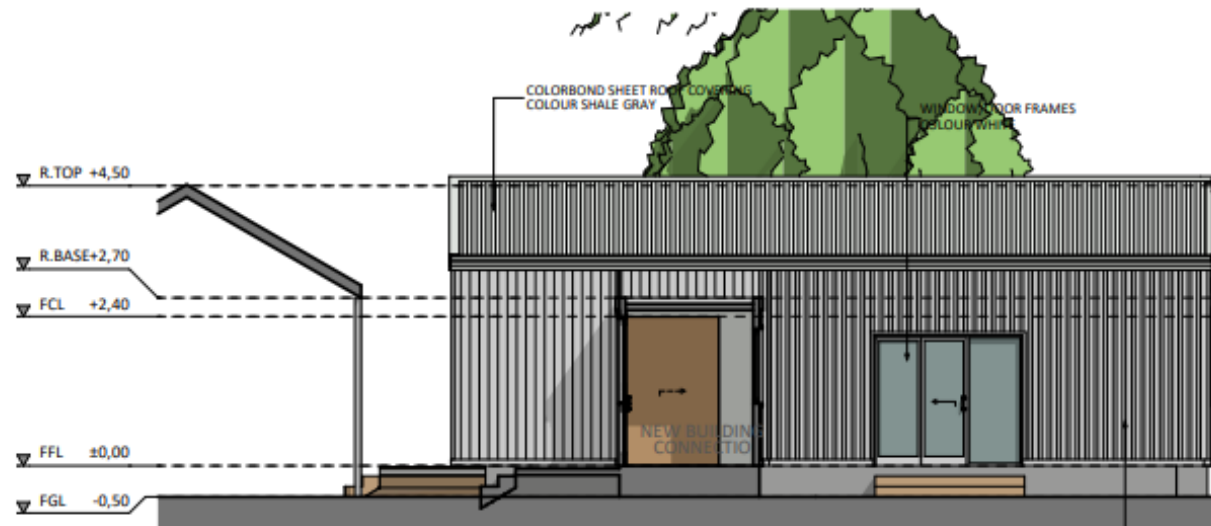




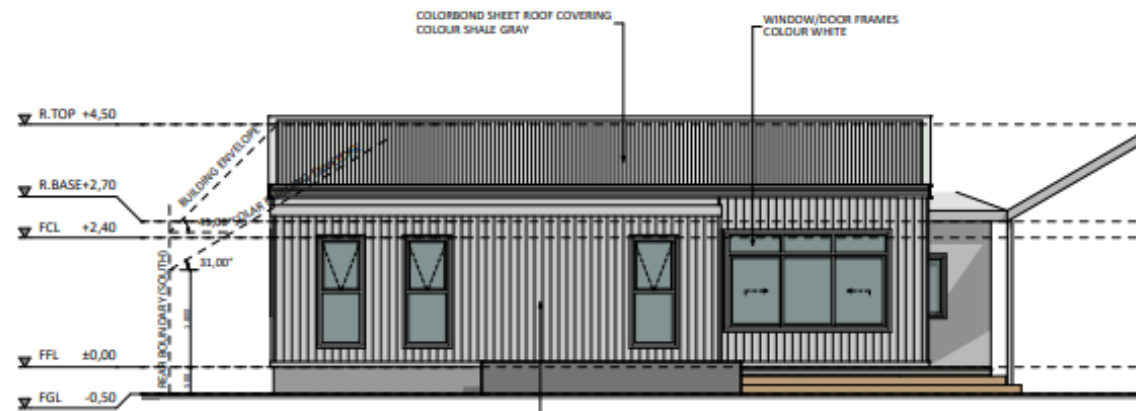
An elevation is the height of the structure from ground level to the height of the roof.



An elevation is the height of the structure from ground level to the height of the roof.



WEST ELEVATION



EAST ELEVATION

Frequently Asked Questions:

Q:

Why is there such a big difference between creating my own design and purchasing the design?

A:

When you commit to designing your ideal secondary residence or

fixed price extension with the intention to build with CGFB, we discount the design process significantly. If you decide not to proceed with the construction of the design, then

you are only required to pay the agreed price. However, if you decide to obtain further quotes and construct your CGFB design with an alternate builder, you must purch

Q:

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As

the design process unfolds, customers determine that they want to change the scope or concept of their project. If this the case, then your designer will discuss with you

the options available to transfer to a concept design. If you decide to change to a concept design, there would be additional net costs. You simply pay the difference between the

modification and the unique custom.

What are the main differences between modifying a design and custom design?

Q:

A:

'Modifying' a design includes minor modifications

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What
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Q:

A:

design meeting and during the design process? The initial meeting is held at your residence (if possible) with our Client Service Manager, Customer Designer, and a scribe, we aim

to determine specifically what you would like to create. Using the Planning Assessment Report as a reference, we work with you to resolve the best positioning (and orientation

n) of your new project. We consider factors such as solar orientation, planning requirements, and interaction with the existing residence. In this initial meeting, we may

also use several existing conceptual designs or reference plans as a starting point for a conceptual floor-plan. Over the following weeks, we will meet with you in our office to refine

Q:

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Q:

availability of the customer to meet and provide feedback.

Why is the design process so cost-effective with CGFB in comparison to other builders and designers? Some builders/d

A:

designers have quoted us between \$5,000 and \$10,000. The primary reason is that we specialise in the design and building of secondary residences and fixed priced extensions. We are prep

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Q:

A:

What happens if we want to revise after sign-off? We are more than happy to accommodate your needs and changes to produce your preferred design. If the changes are

reasonable then we won't apply any additional fees. If you require substantial changes or an entirely different design, then we will reach an agreement on the costs associated to achieve

Q:

A:

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the direct costs incurred during the design process, so if you choose to take our design to an alternate builder, we will apply a cost-recovery fee. The recovery fee is set at a flat

rate
of
\$6,500 and
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the
design
phase.

Q:

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legislation, utility /easement access, building codes and Australian standards. This is considered while the design is being created with consultation from our planning approvals team

to ensure that your secondary residence is sited in the optimal way to reduce complications.

Q:

Can CGFB terminate the design process?

A:

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Q:

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Q:

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only aspect in the overall process that we have some control over regarding the length of time required. Therefore, the best option is firstly to figure out exactly what you require

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you would like a modification or custom design. You should also think about where in your backyard you would like to site the building and why. Finally, you should

think about materials for the external cladding of the building, as this will be helpful for us to know in the initial design meeting.

Q:

How is the Site Map created?

A:

In this early stage

, the site map is created using satellite mapping imagery to determine the location of existing structures, as well as ACT map property detail information to determine bound

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A:

go straight to a Building Certifier? If you are intending to build a Class 1 structure, such as a granny flat/s secondary residence then you will require development approval.

If you are intending to build a studio or home office that is uninhabitable, we can take your design straight to a Building Certifier, providing that your proposal meets all the rules

in both the Secondary Dwelling Housing Development Code and the Residential Zones Development Code. With a fixed price extension, as long as the structure does not impe

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This report will indicate all and any site-specific works and utility connections that maybe required. This report is required so we can provide a fixed price agree

ment
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Under the basis that the customer proceeds with a project with CGFB, we will refund this amount or provide free credit to the equivalent value.
.

Q:

What if we need help

A:

with
Finance or
Rental
Return
statement
?
Please
contact
our
office
at:
Info@cgfb.co.m.au
or
call
1300
979
658
and
will
be
provide
you
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Q:

A:

advice.

What if I prefer to not have a CGFB street sign place in my front yard? Street signage allows CGFB to advertise, there by keeping our marketing budget to a mini

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Q: Do I need to be in Canberra for meetings?

A: No, we understand the demand for travelling interstate or overseas. However, as face-to-face is critical for our initial meetings, we utilise technologies like Skype and 'Meetintogo' online conferencing tools. So as long as you have internet connectivity we can meet with you.

Q: Can I get the price for the entire project if my design is still in draft?

A: A floor plan and basic exteriors is insufficient data to go through our pricing workflow process. The pricing process requires significant effort from our Quality Assurance team to ensure all details are correct and accurate. Therefore, we are unable to provide an estimate or quote until all the details are finalised and you have signed off on the design (see sample signoff authority attached).

Q: Why do you charge \$1000 to provide a price on my existing architecturally drawn plans?

A: We have a proven method to ensure we can “fix price” all our projects. This includes designs created by third-party architects or designers. Our inhouse architectural software provides us with the ability to accurately measured all aspects of your plans, which involves recreating your design in our environment. During this process we are able to identify any planning or approval issues upfront and potentially amend your design to ensure compliance.

Q: What is my block and section number for my project?

A: Project Residential address: **55 Piddington Street, Watson ACT 2602**

Block Number: **8**

Section Number: **27**

District or Division: **Watson**

Form 1: Customer Design Authority

I/We, [name/s]

The owner/s of the property at:

Block: 8 Section: 27 District or Division of: WATSON

Modify an existing design for an investment of \$1750 including GST (*no changes to original footprint*).

Existing design number: _____

Creating a unique custom design for an investment of \$2850 including GST when you build with CGFB.

Purchase your plans outright for an investment of \$6500 including GST.

Total investment of: \$ _____ **including GST** (*total from one or more of the four options above*)

We agree to have a street sign placed on our front yard, otherwise we will be invoiced \$750 separately to supplement CGFB marketing budget.

We also agree to complete and provide Canberra Granny Flat Builders (attached to this document):

- Building file search authority; and
- Crown lease search authority.

Signature: _____ Name: _____ Date: _____

Signature: _____ Name: _____ Date: _____

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au

Form 2: Building File Search Authority

Environment, Planning and Sustainable Development Directorate

Please complete missing details, scan and email to info@cgfb.com.au.

I, _____, the owner of the property

at _____ being,

Block: 8 Section: 27 District or Division of: WATSON

authorise Turnkey Creations Pty Ltd to apply on my behalf for the building files of the above-mentioned property.

Name:

Signature:

Date:

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au

Form 3: Crown Lease Search Authority

Land Titles Office

I _____, the owner of the property

at _____ being,

Block: 8 Section: 27 District or Division of: WATSON

authorise Turnkey Creations Pty Ltd to apply on my behalf for a copy of the crown lease for the above-mentioned property.

Name:

Signature:

Date:

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au