

# SOLAR PANELS FOR RESIDENTIAL PROPERTIES/BUILDINGS

## PLANNING APPLICATION CHECKLIST

**Disclaimer:** *This checklist is for standard information required for lodgement. Additional information may be required by the assessing planning officer after registration.*

### Do I need a planning permit for solar panels?

A planning permit is generally required for the installation of solar panels if the following applies:

- If your property is in a Residential 1 or Mixed Use zone with a heritage overlay, and the solar panels are visible from a street or public park.

Contact Urban planning on 9688 200 if you are unsure you require a planning permit or your property is not situated within a residential zone.

### Pre-Application Meetings

Council encourages applicants to meet with the Urban Planning branch before lodging an application. These meetings will also assist in further identifying any design issues with the proposal or the extent of documentation required in order to reduce or avoid the need for Council to request further information.

Council also encourages discussing your proposal with Council's Heritage Advisor to determine whether the solar panels are appropriately located.

Generally, when considering the placement of solar panel/s every effort should be made to minimise the visibility of the panel/s from the street

and public areas and they should not dominate the heritage fabric of the building.

**Note:** Plans referred to by this checklist will be required to be submitted with the application

**Council also encourages submission of all plans electronically.**

### Mandatory Information

- ☐ A completed and signed application form.
- ☐ The application fee (refer to fee schedule).
- ☐ A legible full and current copy of title. The title must be no older than 3 months and show all boundaries, easements and any registered covenants/ s173 agreements on the land.

**Note:** Applications that do not contain these mandatory requirements will not be accepted or registered.

### Site Plan

Site plan drawn to scale should show the following:

- ☐ The boundaries and dimensions of the site (in accordance with the copy of Title) including easement details.
- ☐ The north point for orientation purposes clearly indicated on the plans.
- ☐ The dimensions of the solar panel/s
- ☐ The distance of the solar panel/s from the title boundaries.
- ☐ The dimensions of the solar panel/s

**Maribyrnong City Council Urban Planning Department**

Cnr Hyde and Napier Streets, Footscray

Postal Address: PO Box 58, Footscray VIC 3011

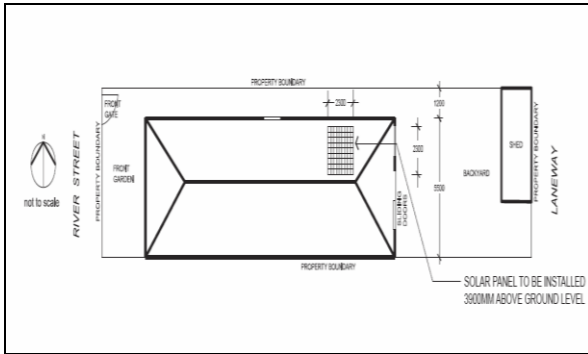
T: 9688 0200 F: 9687 7793 e: [urbanplanning@maribyrnong.vic.gov.au](mailto:urbanplanning@maribyrnong.vic.gov.au)

## How to Apply for a Planning Permit

To apply for a permit, simply follow these steps:

1. Complete an Application for a Planning permit form.
2. Payment of the applicable fee (refer to fee schedule).
3. Prepare your application – make sure to include all information described in this checklist.
4. Lodge your completed application by email

**Council encourages the submission of all application material electronically either by email or USB at:**  
<mailto:planningapplications@maribyrnong.vic.gov.au>

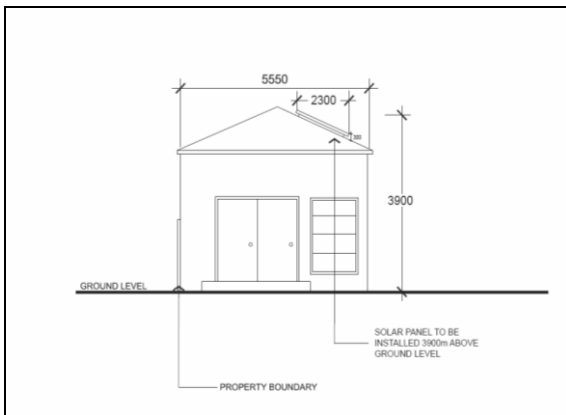


(Example – site plan)

## Elevations

Elevations drawn to scale should show the following:

- ☐ The dimensions of the solar panel/s.
- ☐ The height of the solar panel/s above the natural ground level of the land and above the roof.
- ☐ The orientation of the elevation.



(example: Elevation)

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CITY COUNCIL

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