

Ancillary Dwellings /Granny Flats

What is an Ancillary Dwelling?

An ancillary dwelling is for people to live independently or semi-independently to the residents of the main house, sharing some site facilities and services and without compromising the amenity of surrounding properties. They are effectively a small self-contained dwelling on same lot as a single house. An ancillary dwelling may be attached to, integrated with or detached (free standing) from the main house.

Is a permit required for an Ancillary Dwelling?

All proposals to build ancillary dwellings (including transportable buildings) within the Mandurah district require a Building Permit. The Permit must be obtained from the City of Mandurah prior to any works commencing on site.

How do I get a building permit for an Ancillary Dwelling?

To obtain a Building Permit, applicants must either submit to Council's Building Services Section an "Application for Building Permit – Uncertified" or an "Application for Building Permit – Certified". Certified applications are where you engage a private building surveyor who will provide you with a Certificate of Design Compliance whereas an Uncertified application will be assessed by the City's Building Surveyor who will include a Certificate of Design Compliance with the Building Permit. Please refer to the "How Do I Get a Building Permit" information brochure for further information on the different types of applications.

Applications are preferred to be submitted electronically. On the City of Mandurah website click the "I want to" button, then the "Building Lodgements" link. Alternatively, a hard copy application may be submitted for those without access to electronic documents.

What documents need to be submitted with my Building Application?

Applicants must submit one set of plans demonstrating how the building will comply with the Building Code of Australia (BCA) and this will generally include:

- A site plan at a minimum scale of 1:200 showing the distance the proposed structure will be setback from the lot boundaries and all other buildings on the property (including pools and retaining walls).
- A contour survey plan clearly showing existing ground levels on the property, verge/street levels, and proposed finished floor, driveway, paving and ground levels.
- A floor plan, section and elevations at a minimum scale of 1:100 showing all dimensions.
- Footing and slab details.
- Specifications
- Details showing the dwelling's compliance with the energy efficiency provisions of the Building Code of Australia. (eg: energy rating certification from an Energy Efficiency Assessor).

- If submitting a “certified” application, a copy of the Certificate of Design Compliance issued by your Building Surveying Contractor including all reference documents.

Note: other specific information may be required following assessment of your plans by the Building Surveyor.

What fees need to be paid?

Refer to scheduled fee information sheet for the amount to be paid on submission.

What are the general planning requirements?

Ancillary dwellings up to 70m² generally do not require a separate planning approval where the property is greater than 350m².

The setbacks of ancillary dwellings from property boundaries are determined by

- City’s Town Planning Scheme,
- Residential Design Codes (R-Codes) of Western Australia
- Local Planning Policies
- Detailed Area Plans

You can confirm the zoning of your property on the City’s Online Mapping facility, located under the “Find It” tab on the City’s website.

Where an application is submitted that proposes any variation to the City’s Town Planning Scheme, the Residential Design Codes or Local Planning Policy, an application for Development Approval will also be required to be submitted and approval obtained before the building application is able to be determined. Submission of these applications does not guarantee that your application will be approved. Different and additional fees apply to these development applications.

For further information, please contact Building Services on 9550 3777

