



**CITY OF
BALLARAT**

Ballarat Planning Scheme Solar Panels on Heritage Sites

**Planning and Development
(Statutory Planning & Building)**

**BALLARAT CITY COUNCIL
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TABLE OF CONTENTS

| | | |
|---|--|---|
| 1 | DOCUMENT CONTROL INFORMATION | 3 |
| 2 | POLICY STATEMENT | 4 |
| 3 | OWNER | 4 |
| 4 | APPLICABILITY | 4 |
| 5 | DEFINITIONS | 4 |
| 6 | PROCEDURE AND GUIDANCE NOTES | 5 |
| 7 | COMPLIANCE RESPONSIBILITIES | 8 |
| 8 | CHARTER OF HUMAN RIGHTS COMPLIANCE | 8 |
| 9 | REFERENCES AND RELATED POLICIES | 8 |
| | PLANNING AND ENVIRONMENT ACT, 1987 | 8 |

1 DOCUMENT CONTROL INFORMATION

DOCUMENT CONTROL

| | |
|-------------------------|--------------------------------|
| Policy Name | Solar Panels on Heritage Sites |
| Business Unit | Planning and Development |
| File Location | DocHub |
| Document status | Approved |
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DOCUMENT HISTORY

| | Version | Date | Author |
|----------------------|---------|---------------|------------------------------|
| Initial Draft | 1 | 11 April 2009 | V Schilling |
| Final Draft | 2 | 30 June 2009 | Ian Rossiter |
| Approved | 3 | 8 July 2009 | Council Resolution (R217/09) |
| Review Draft | | | |
| Review Final | | | |
| Approved | | | |

2 POLICY STATEMENT

Legislative Context:

Under the City of Ballarat Planning Scheme a planning permit is required for buildings and works on individual sites and in precinct areas of the City. The purpose of this policy is to outline what Council expects when considering such applications.

Environmental Context:

City of Ballarat is a signatory to the international *Cities for Climate Protection*. Under this commitment Council seeks to encourage the reduction in greenhouse gas generated by both it's own operations and in our community. The uptake of renewable energy will be very important in achieving this target, due to the dominance of electricity generated from brown coal in the City's greenhouse emissions profile.

Currently under this program Council seeks to reduce it's greenhouse emissions by 20% and encourage the community to reduce emissions by 10% by 2010 from those recorded in 1999-2001.

There is great potential for the installation of solar water heating and power generating systems in both new and existing dwellings.

3 OWNER

The owner of this policy is the Chief Executive Officer.
All enquiries regarding this policy should be initially directed to the Manager Planning and Building.

4 APPLICABILITY

The policy applies to all applications for a planning permit for solar hot water and photovoltaic panels where heritage assessment is triggered by Clause 43.01-1 of the City of Ballarat Planning Scheme.

5 DEFINITIONS

Definitions are as per the Planning and Environment Act and the City of Ballarat Planning Scheme.

6 PROCEDURE AND GUIDANCE NOTES

Diagram 1 outlines the process for installation of photovoltaic or solar hot water panels. Appendix 1 provides a checklist to accompany planning permit applications to allow processing to proceed as quickly as possible.

Design considerations

To ensure the planning process achieves better environmental outcomes that are also financially viable, socially cohesive and culturally relevant, Council strongly recommends consideration be given to the following:

- Unless it can be successfully integrated into the design of the building, every effort should be made to minimise the visibility of a system from the street, and its impact on surrounding properties and public areas.
- Council typically does not support systems visible from the street where the existing building is deemed to be significant or contributory to local heritage values. However where it is necessary to locate the system in a visible location to maximise the efficiency of the panels energy generation, Council will accept such placement provided that:
 - i. The works do not require structural modification of the roof to support the panels other than a flat frame generally mounted not more than 15° off the existing roof profile; where the roof to be used for the panels is predominately flat. This angle can be increased to 30°.
 - ii. Only solar cells are located on the roof – any water storage tank or ancillary items are mounted on the ground [to the side of the structure] or within the roof space;
 - iii. Any frame or structural elements to place the panels are colour co-ordinated to blend with the existing roof colour.
- The historic fabric of a building should not be unnecessarily disturbed or destroyed, in line with minimum intervention and reversibility principles. That is, when a system is removed the building should be able to be fully restored. Where new fabric is proposed consideration should be given to the opportunity to include photovoltaic cells within the fabric of the building; particularly for new residential and commercial structures.
- Solar panels, tanks and other infrastructure should not display any form of private advertising or branding.
- Shadows produced by the system and any associated structure should be minimised. Less bulky systems installed flush with the roof line are preferred.
- To ensure operational effectiveness, all panels should be positioned to avoid overshadowing from nearby buildings, trees and power lines/poles.
- The ideal placement for photovoltaic and solar hot water systems in Ballarat is an unshaded roof pitch of 30°, facing due north. Although, there is scope for some degree of variation from this ideal.
- Ensure that the system is installed by a qualified professional.

Streamlining the process

Council now waives the application fee associated with obtaining a planning permit for various sustainable design initiatives, including photovoltaic and solar hot water systems, which are to be installed consistent with this policy. These are typically processed through our Fast Track service and completed in less than 3 weeks. For more information contact the Planning Department on 5320 5107.

Unlawful installations

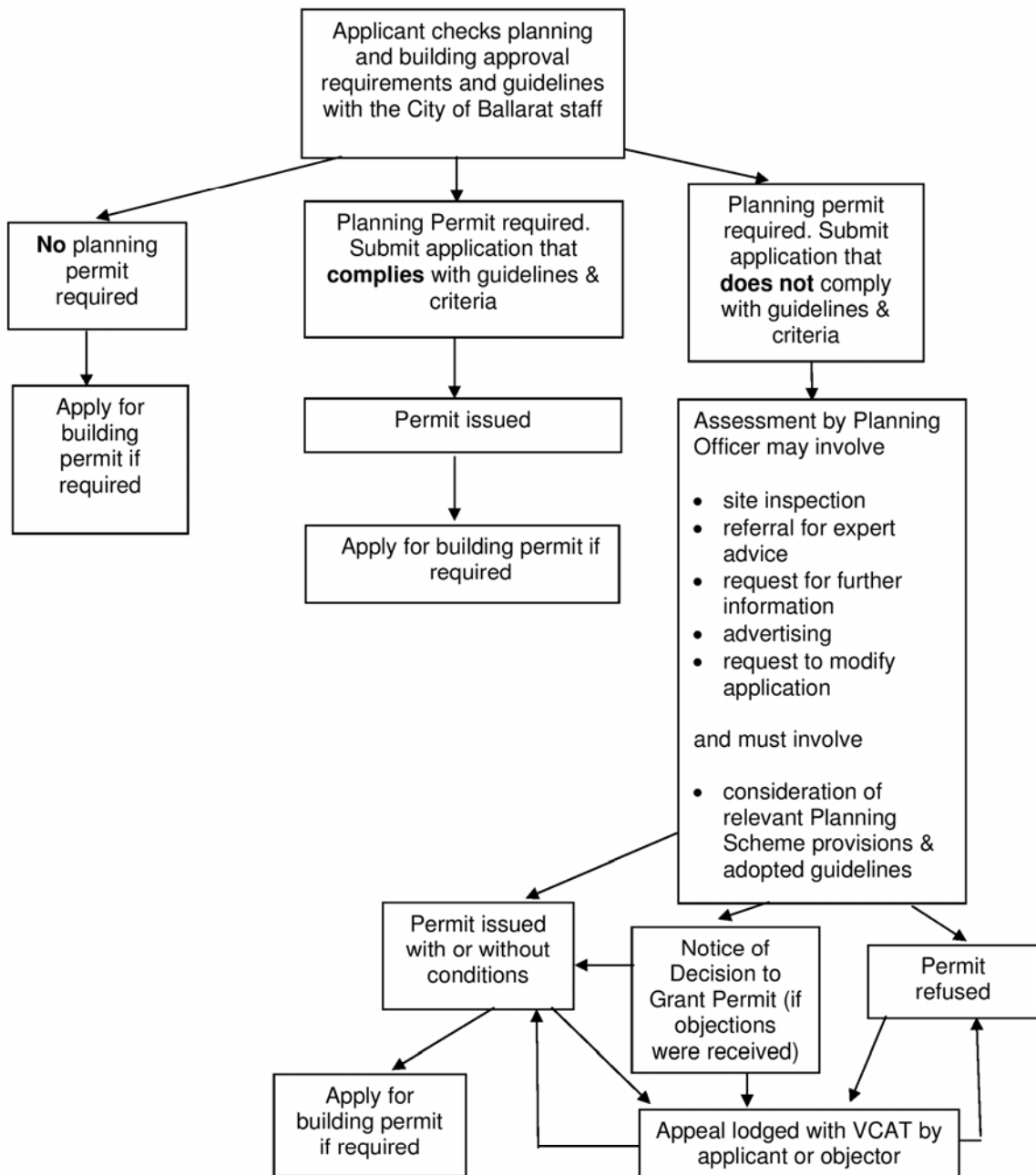
The City of Ballarat's Compliance Team actively investigates unlawful works within the municipality, in particular those in violation of the City of Ballarat Planning Scheme. Penalties apply for photovoltaic and/or solar hot water systems installed where approval is required but not obtained. Council may demand that such unlawful systems be removed at the owner's expense.

Buildings on the Victorian Heritage Register

If a building is listed on the Victorian Heritage Register, a Heritage Victoria permit is required under the Heritage Act 1995. Once the Heritage Victoria permit is approved, a planning permit is not required under local Heritage Overlay. For further information, contact Heritage Victoria by phone on (03) 8644 8800.

Diagram 1 – Flow Chart

Approvals process for solar technology installation



7 COMPLIANCE RESPONSIBILITIES

The Manager Planning and Building is responsible for all aspects of compliance within this policy.

8 CHARTER OF HUMAN RIGHTS COMPLIANCE

It is considered that this policy does not impact on any human rights identified in the Charter of Human Rights Act 2007

9 REFERENCES AND RELATED POLICIES

| | Include - Name, Reference and location of reference |
|----------------------|--|
| Acts | PLANNING AND ENVIRONMENT ACT, 1987 |
| Regulations | |
| Codes of Practice | |
| Guidance notes | |
| Australian Standards | |
| Related Policies | |

Appendix A

Checklist 11 – Solar Panels in a Heritage Area



| For all planning applications the following MUST be provided: | |
|--|---|
| <input type="checkbox"/> | A completed Planning permit Application Form |
| <input type="checkbox"/> | A full and current copy of Title (including title plan / plan of subdivision and a full copy of any registered covenants, restrictions or Section 173 Agreements that apply to the land. <i>(The copy of Title must be clearly legible and no older than 30 days)</i>) |

In addition to the information required above for all planning applications, the following should be provided:

| | |
|--------------------------|--|
| <input type="checkbox"/> | 3 copies of a Site Plan drawn at preferred scales of 1:100 or 1:200 showing; |
| <input type="checkbox"/> | Existing and proposed buildings |
| <input type="checkbox"/> | Site Boundaries |
| <input type="checkbox"/> | 3 copies of a Roof Plan drawn at preferred scales of 1:100 or 1:200 showing; |
| <input type="checkbox"/> | Location of proposed solar panels |
| <input type="checkbox"/> | Size and dimensions of the proposed solar panels |
| <input type="checkbox"/> | Details of roofing materials and colours |
| <input type="checkbox"/> | Details and location of any supporting or subsequent equipment |
| <input type="checkbox"/> | Height of installation above roof surface |
| <input type="checkbox"/> | Distance of installation from ridge and side points of the roofline |
| <input type="checkbox"/> | A report detailing how the proposal responds to the requirements of the <i>Solar panels on Heritage Sites policy</i> |
| <input type="checkbox"/> | Photographs of the dwelling and location of the proposed installation |

Pre-application Meetings:

Pre-application meetings are recommended as a part of the application process. Council officers can provide specific advice to applicants on whether the proposal is generally consistent with the Ballarat Planning Scheme.

Council officers will also aim to assist applicants to become fully aware of the expected standard and extent of documentation they are required to provide with their application to reduce or avoid the need for Council to request further information.

To arrange an appointment for a pre-application meeting with a Planning Officer please contact the Statutory Planning Unit directly on (03) 5320 5640.

Electronic Lodgement Service:

eServices is Council's electronic lodgement service. This service allows customers to lodge planning permit applications via the internet. To access this service please go to the Payments section at www.ballarat.vic.gov.au and follow the links.

Disclaimer:

Please note that this checklist is only for the standard information required for lodgement of an application. Additional information may be required by the assessing planning officer after registration.

Please check the planning scheme requirements by visiting the City of Ballarat website at www.ballarat.vic.gov.au or www.dpcd.vic.gov.au.

General Enquiries:

If you have any further enquiries please contact Council's Customer Service Department on ph: (03) 5320 5500 or visit the Phoenix Building, 25 Armstrong Street South, Ballarat between 8:30am to 5:00pm, Monday to Friday.