

Navigating our planning scheme

The Basics

A planning scheme can seem like a complicated document to try and navigate if you are not used to it. Here are a few easy steps for the basic navigation of the *Central Highlands Regional Council Planning Scheme 2016!*

1. First find out what zone your property is located in...

[Schedule 2.3 – Zone Maps](#), contains the zoning maps for the region. Locate the map for the town your property is in, find the property on the applicable map and match the colour of the lot to the zones described in the legend.

2. Understand what the use of the development is...

[Schedule 1 – Definitions](#), contains use definitions that are specific for the purpose of the planning scheme. You will need to determine the type of use you are proposing based on the list contained in Schedule 1.1.

- Make sure you look at the definitions of all the uses that your proposal may come under to identify the use.
- The use is then grouped based on the activity type. Activity Groups are defined in Schedule 1.1.1.
- If the proposed use is an industry use you will need to also look at the industry thresholds contained in Schedule 1.1.2 to determine which level impact your use fits within.

3. Do any overlays affect the property?

Schedule 2.4 – Overlay Maps (on the web they are broken into [Part 1](#) and [Part 2](#)), contains a number of overlay maps that may affect your property. You will need to review all of these maps to see if your property is identified within any of them. The maps are broken down into the following:

- Agricultural overlay
- Airport environs overlay
- Biodiversity areas, waterways and wetlands overlay
- Bushfire hazard overlay
- Flood hazard overlay
- Extractive and mineral resources overlay
- Heritage overlay
- Regional infrastructure overlays
- Water resource catchment overlay

4. Determine the level of assessment...

[Part 5 – Tables of Assessment](#), identifies the levels of assessment and the assessment criteria for development within the planning scheme area. An explanation on how to read the tables and what the levels of assessment are, is provided at the start of Part 5.

The tables of assessment are then broken down into the type of development (being Part 5.5 Material Change of Use, 5.6 Reconfiguring a Lot, 5.7 Building Work or 5.8 Operational Work).

If the type of development is a Material Change of Use:

- Find the table relating to the zone of your property;
- Find the activity type that relates to your use;
- Is your proposed use listed in the use column under the activity group?
 - Yes – the level of assessment will be written in the next column and the assessment criteria (meaning the codes in which the development is to be assessed against) provided in the far column.
 - No – the development will come under “All other defined uses”.

Part 5.10 then contains a table relating to the overlays. If you identified your property as being affected by any of the overlays within the overlay maps you will need to review this table to see if the level of assessment is changed due to the overlay and also if any additional assessment criteria is applicable to your development.

5. Now to assess the development...

You will now need to assess your proposal against all the codes that were listed within the assessment criteria column in the tables of assessment. The codes are separated into the following parts:

- [Part 6 – Zone Codes](#);
- [Part 8 – Overlay Codes](#); and
- [Part 9 – Development Codes](#).

For your development to be compliant with the applicable code it needs to be generally consistent with the purpose and overall outcomes listed within the codes.

The Use Codes, Overlay Codes and Other development codes (if applicable) then require assessment against the assessment criteria tables as well.

If your development complies with the Acceptable Outcomes you will need to briefly state how. If the development doesn't comply with the Acceptable Outcomes you will need to provide a justification of how your development complies or can comply with the associated Performance Outcome.

6. Further information...

- If you require further information relating to preparing your development application and what is required visit <http://www.dilgp.qld.gov.au/planning/development-assessment/development-application-steps.html> .
- If you have prepared your development application but would like to talk with a planner before you lodge your planning application you can request a pre-lodgement meeting. The [pre-lodgement meeting request form](#) can be found on council's website.
- If you are ready to lodge your development application details of application fees and how to lodge your application are also available on council's website in the [Planning & Development Section](#).
- Unsure of some of the terms used? Have a look at [Schedule 1.2 – Administrative Definitions](#)! This schedule contains definitions to assist with the interpretation of the planning scheme.

If you have any further questions regarding your proposed development or how to navigate our planning scheme you can contact the Development Assessment Team at council on 1300 242 686.