WILLOUGHBY
CITY COUNCIL

Height Poles

(10 August 2011)

Intent of this Document

This document describes a methodology for the installation and use of height poles to assist in the assessment of Development Applications for Building Works.

Purpose of Height Poles

Height Poles and joining tapes are used to demonstrate the height and bulk of alterations to an existing dwelling, or to demonstrate the height and bulk of the new dwelling, such that the impact of the proposal, if any, may be identified.

When They are Required

Height Poles and Joining tapes may be required:

1. Where alterations to the height and the envelope of an existing structure are made which may result in an impact on a neighbouring property, a public space, a view corridor, a scenic protection zone, curtilage of a heritage property element, or when requested by Council's Assessment Officers to aid their assessment of a proposal.

2. To define the height and bulk of a new dwelling, where the proposal may result in an impact on a neighbouring property, a public space, a view corridor, a scenic protection zone, curtilage of a heritage property or when requested by Council's Development Assessment Officers to aid their assessment of a proposal.

An impact can include loss of privacy, view, light or overshadowing, or a visual intrusion through change of scale with the surrounding built or natural form.

The installation and surveying of Height Poles and string lines is the responsibility of the applicant.

Installation type and Methodology

Height Poles: Timber or steel lengths vertically fixed to designate corners, changes in direction and high points of the proposal. Marked Vertical Reference points to match the height of the proposal are defined by a cross member painted bright red (refer to Diagram A)

Joining Tapes: Cable or string thread through a continuous sock or a wide tape clearly visible when viewed from the potential impact zone. This is then strung between the top of height poles to define contours of the heights of the proposal (refer to Diagram B)

Height Poles connected with joining tapes should be installed at every change of height or new height plane and every change of direction. When viewed from a distance, the completed assembly should accurately represent the proposed building envelope.

Height Poles should be clearly identified as "A" "B" "C" etc and cross referenced on a copy of the floor plans, clearly showing the RL of the top of the height pole as defined by the horizontal red member.

Time of Installation

Height Poles may be installed prior to the submission of a Development Application so that the impact of the development may be assessed during its design. They can also be installed at the time of Development Application Submission, or during the assessment of the Application at the direction of Council's Assessment Officers.

Installation of Height Poles and height of timber battens must be certified by a registered surveyor. Floor Plans showing the locations and height of the height poles should be notated and the heights being confirmed by a surveyor.

Photographs of the installed Height Poles and joining tapes taken from the perceived, potential or actual impact areas may be submitted as part of the Development Application to demonstrate the impact. They should remain in place until the determination of the Development Application. Height Poles should be removed within one (1) week following determination.

On approval, the nominated RL heights on the floor plans corresponding to the cross referenced Height Poles will become the maximum approved building envelope required to be certified by a surveyor on completion of the proposed works.

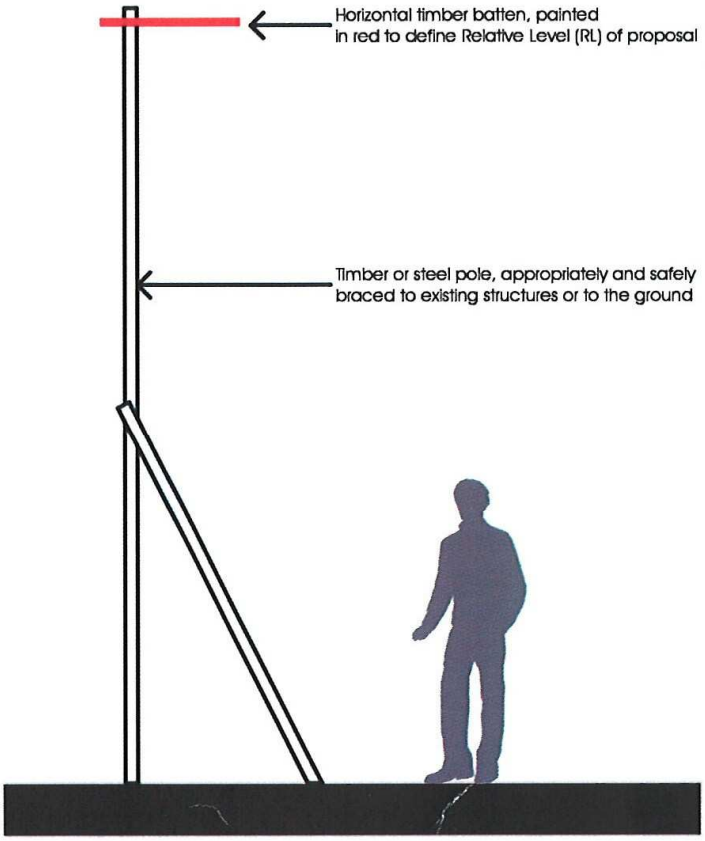

Diagram A - Height Pole

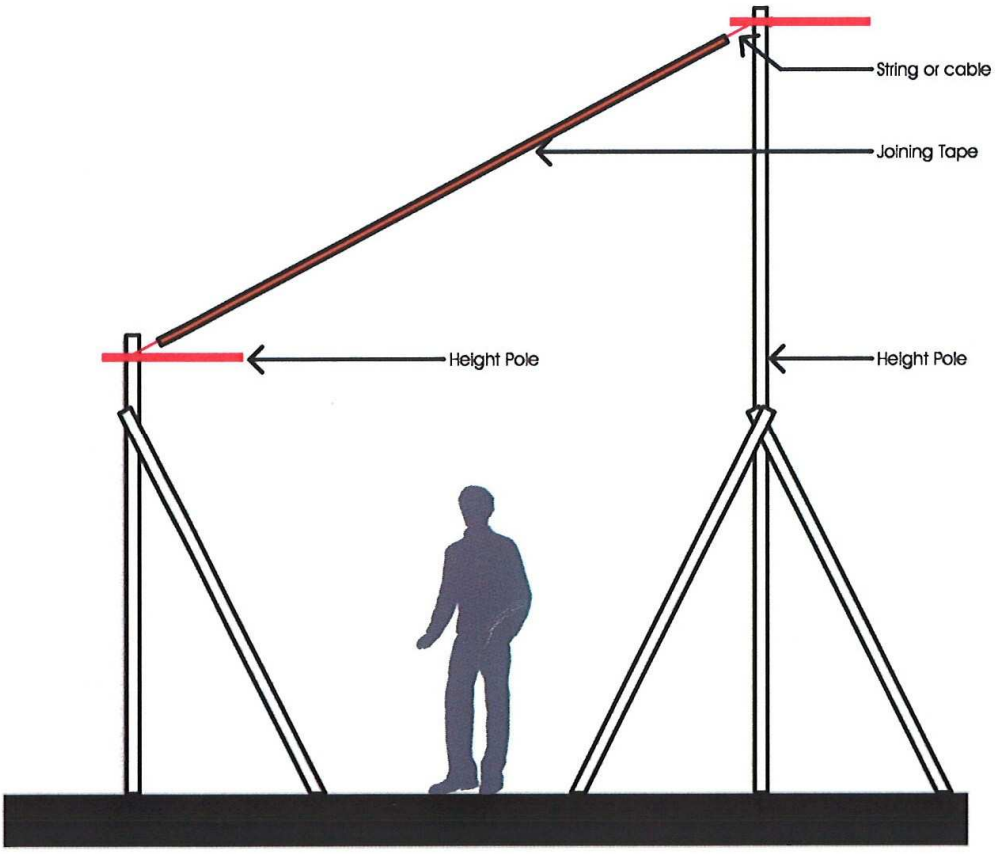

Diagram B - Joining Tape

U:Woodhams/heightpoles