

Change in Land Use



CITY OF
MITCHAM

A change in land use usually relates to retail, commercial or industrial business activities and means any change made to an existing use of land. It can also include changes of or to residential land use.

When is an application required?

It is important to check with Council before you begin your business or proposed land use. This way you can be sure that it is suited to the property and complies with Council's Development Plan and the area's zone classification. If the site has previously been used for a different purpose, you may need to make an application for Development Approval for a Change of Use.

Usually, an application is required if:

- the premises have been previously approved for a business which is different to yours (eg, an office that you want to use as a shop, a warehouse to be used for manufacturing);
- you have increased staff numbers and customer carparking needs;
- you wish to alter the number, size or location of signs; or
- you wish to convert a dwelling to flats, etc.

Do other authorities need to be consulted?

The Council may also need to consult with other authorities such as state agencies responsible for transport, utilities, heritage and environmental protection.

Consultation is required if your business includes spray painting, cutting and sanding wood, storing fuel or chemicals and the like.

What information is required with an application?

With your application you need to include:

- a description of all business activities carried out;
- the number of staff employed
- car parking
- the days and hours of operation;
- machinery and equipment to be used or stored on the site; and
- details of current land use

Include scaled and accurate plans that show:

- the entire site and all the building on it;
- access points, driveways and individual car parking spaces;
- existing and/or proposed landscaping including the specific location and species of plants and trees;
- loading, unloading and vehicular manoeuvring areas on the property;
- the location, height and construction of fencing;
- the number, location and size of any proposed signs; and
- the location of a waste disposal bin or enclosure

For a detailed list of requirements please refer to "Information to be Submitted" Information Sheet.

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The above information is advisory and a guide only to give you a general understanding of the key points associated with the approval system. It is recommended that you seek professional advice or contact the City of Mitcham regarding any specific enquiries or for further assistance concerning the use and development of land. Being properly prepared can save you time and money in the long run.