

# Checklist

## Commercial and Industrial Zones



The purpose of this information sheet is to assist applicants in preparing a planning permit application for the for commercial or industrial development. The Pyrenees Planning Scheme contains two Industrial Zones (IN1Z and IN3Z) and one Commercial Zone (C1Z).

The following information is required when lodging a planning permit application for Commercial and Retail Uses and Developments:

Item	Completed
A completed application for planning permit form	
Pay the prescribed application fee	
A copy of the Certificate of Title and Title Plan/Plan of Subdivision including any covenants or agreements (produced within the last 3 months) - purchase a copy from <a href="https://www.landata.vic.gov.au/">https://www.landata.vic.gov.au/</a>	
Fully dimensioned site plans at preferred scales of 1:100 or 1:200 including: <ul style="list-style-type: none"> <li>• Existing and proposed buildings and works.</li> <li>• Boundaries and dimensions of the site.</li> <li>• Vehicle access and parking areas.</li> <li>• Existing vegetation</li> <li>• Any other notable features such as waterways.</li> </ul>	
Floor and elevation plans of the proposed buildings and works drawn to a scale of 1:100.	
An application to use land for an industry or warehouse must be accompanied by the following information, as appropriate: <ul style="list-style-type: none"> <li>• The purpose of the use and the types of processes to be utilised.</li> <li>• The type and quantity of goods to be stored, processed, or produced.</li> <li>• How land not required for immediate use is to be maintained.</li> <li>• Whether a Development Licence, Operating Licence, Permit or Registration is required from the Environment Protection Authority.</li> <li>• Whether a notification under the Occupational Health and Safety Regulations 2017 is required, a licence under the <i>Dangerous Goods Act 1985</i> is required, or a fire protection quantity under the Dangerous Goods (Storage and Handling) Regulations 2012 is exceeded.</li> <li>• The likely effects, if any, on the neighbourhood, including <ul style="list-style-type: none"> <li>○ Noise levels.</li> <li>○ Air-borne emissions.</li> <li>○ Emissions to land or water.</li> <li>○ Traffic, including the hours of delivery and despatch.</li> <li>○ Light spill or glare.</li> </ul> </li> </ul>	
Car Parking Assessment <ul style="list-style-type: none"> <li>• The car parking requirements can be found at Clause 52.06 of the Pyrenees Planning Scheme - <a href="https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.06">https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.06</a></li> <li>• Clause 52.06-9 specifies requirements for car parking spaces, aisle widths etc which must be considered in the site plan. Clause 52.06-5 specifies the number of car parking spaces required for a use. If the application involves</li> </ul>	

For more information, please contact the Planning Department on (03) 5349 1100 or you can email [pyrenees@pyrenees.vic.gov.au](mailto:pyrenees@pyrenees.vic.gov.au) Attn: Planning



# Checklist

## Commercial and Industrial Zones

<p>the waiving of car parking an assessment against Clause 52.06-7 must be provided in support of your application. The waiving of car parking must be included on your Application for Planning Permit form.</p> <ul style="list-style-type: none"><li>Note: A Traffic Impact Assessment may be required</li></ul>	
<p>Bicycle Facilities</p> <ul style="list-style-type: none"><li>The bicycle facilities requirements can be found at Clause 52.34 of the Pyrenees Planning Scheme - <a href="https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.34">https://planning-schemes.app.planning.vic.gov.au/Pyrenees/ordinance/52.34</a></li><li>If the application seeks to waive bicycle parking requirements, this must be included on your Application for Planning Permit form</li></ul>	
<p>Stormwater Management in Urban Development</p> <p>A concept drainage plan which shows how the land will be drained and how on site detention will be achieved.</p>	
<p>A response to any other application requirements under the zone or any overlays affecting the land.</p>	

Please note that this is a standard checklist which provides documentation required for lodging an application for Commercial and Retail Uses and Developments. However, additional information may be required depending on other planning controls affecting the land, the nature and complexity of the proposal and in some cases vegetation removal requirements.