



## STATUTORY PLANNING CHECKLIST

### *Industrial development*

Use this information as a guide to complete your application for the use or development of land for an industrial use or in an industrial zone.

#### Considerations that may affect your application

When making a decision on an application of this nature, Council will generally consider:

- The planning controls that apply to the site and the planning policy framework found within the Mitchell Planning Scheme.
- The impact of the development on the amenity of the area.
- How the proposed built form responds to the character of the area.
- How waste and car parking will be managed.

#### Documents to submit with your application

Council requires certain information to be provided with your application in order to properly assess it. To ensure that your application can be processed quickly and efficiently, it is important that you provide the following documentation:

	Document
1	A complete and valid certificate of title
2	Metropolitan Planning Levy certificate (if applicable)
3	A written response against relevant the relevant zones and policies of the Mitchell Planning Scheme, as well as the General Decision Guidelines of Clause 65. This report is generally known as a town planning report.
4	A written submission indicating: <ol style="list-style-type: none"> <li>a) The general activities of the proposed or existing use.</li> <li>b) The number of staff.</li> <li>c) The hours of operation.</li> <li>d) Whether any advertising signage is proposed.</li> </ol>
5	Development plans including site plan, floor plans, garden area plan, elevation plans and shadow diagrams.



6	The likely effects, if any, on the neighborhood, including: <ol 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 dispatch.</li> <li>Light spill or glare.</li> </ol>
7	An application for industrial development must be accompanied by a site analysis explaining how the proposed development responds to the site and its context as specified in Council's Local Industry Policy pursuant to Clause 21.08-2 of the Mitchell Planning Scheme.
8	Construction details of all drainage works, driveways and vehicle parking and loading areas
9	A landscape layout which includes the description of vegetation to be planted, the surfaces to be constructed, a site works specification and the method of preparing, draining, watering and maintaining the landscape area.

### Other things to consider

Other considerations for an application of this nature may include:

- Impact of the development on the vegetation of the land.
- Traffic and car parking, which is usually addressed as part of a traffic report which may be known as a Transport Impact Assessment or Traffic Impact Assessment Report.
- How waste will be managed.
- If and how the amenity of the area may be impacted by the proposal.
- What type of, if any, advertising signage is proposed.
- Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
- Whether a notification under the Occupational Health and Safety Regulations 2017 is required, a licence under the Dangerous Goods Act 1985 is required, or a fire protection quantity under the Dangerous Goods (Storage and Handling) Regulations 2012 is exceeded.

### Contact Us

Send us an email [mitchell@mitchellshire.vic.gov.au](mailto:mitchell@mitchellshire.vic.gov.au)

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