

## STATUTORY PLANNING CHECKLIST

### *Licensed premises*

Any person or organisation that intends to supply liquor in Victoria must apply for a licence through the Victorian Commission for Gambling and Liquor Regulation (VCGLR). Any application to the VCGLR will be referred to the relevant Council for comment. Head to the [VCLGR website](#) for more detail on the different types of liquor licences, requirements and related information.

A planning permit is also required to use land to sell or consume liquor if any of the following apply:

- A licence is required under the Liquor Control Reform Act 1998.
- A different licence or category of licence is required from that which is in force.
- The hours of trading allowed under a licence are to be extended.
- The number of patrons allowed under a licence is to be increased.
- The area that liquor is allowed to be consumed or supplied under a licence is to be increased.

Use this information as a guide to complete your application for a multi-dwelling development.

### Documents to submit with your application for a planning permit

Council requires certain information to be provided with your application for a planning permit 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	Plans including site plan, floor plans, elevation plans and redline plan.
5	A written submission outlining how the proposal meets the requirements of the Mitchell Planning Scheme, including the provisions of Clause 52.27 of The Mitchell Planning Scheme.
6	A cumulative impact assessment report.



Contact Us

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