

Industrial Uses and Developments

The following information is required when lodging a planning permit application to use and/or develop land for industrial purposes.

An application without this information will not be accepted by Council

Checklist Item	Have you provided
<p>A completed application form.*</p> <p>This form can be downloaded from the Wyndham City Council Website <i>Remember it is against the law to give false and misleading information. You may receive a heavy fine and your permit may be cancelled.</i></p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>A copy of the Title. *</p> <p>A full, current copy of the title of the property including any restrictions/covenants listed. A copy of this can be obtained from the Land Titles Office Website or telephone phone 8636 2456. Copies of Titles must not be older than 3 months.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>The appropriate fee.*</p> <p>A fee schedule can be downloaded from the Wyndham City Council Website</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Information in an electronic form.</p> <p>Electronic forms include: applications lodged on SPEAR, CD's, emailed documents or USB drives. If information is not provided in an electronic form you may incur additional costs and delays.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>A written report providing information on the following:</p> <ul style="list-style-type: none"> • a detailed description of the proposed use and processes to be utilised; • the type and quantity of goods to be stored, processed or produced; • how land not required for immediate use is to be maintained; • hours of operation; • number of employees and customers visiting the site; • number of vehicle movements per day and the size of vehicles using the site; • details of waste disposal facilities; • whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority and/or City West Water; • whether a licence under the Dangerous Goods Act is required; • other licences or permits required; • a description of surrounding land uses; • car parking requirements for patrons and employees; • likely effects, if any, on the neighbourhood, including: <ul style="list-style-type: none"> ⇒ noise levels ⇒ air-borne emissions ⇒ emissions to land or water ⇒ traffic, including the likely traffic associated with staff, deliveries, visitors, customers, delivery and despatch ⇒ light spill or glare • description of the types and quantities of waste generated by the use 	Yes <input type="checkbox"/> No <input type="checkbox"/>

Checklist Item

Have you provided

- Any environmental improvements such as rain water tanks, solar panels, grey water reuse etc.
- Description of any signage being proposed on site. A planning permit may be required for advertising signs on site. Signs can be incorporated into an industrial application, however, If a permit is required and signs are not included in this application, a new planning permit application will need to be lodged.

Plans drawn to an appropriate scale (1:100 or 1:200) are to be provided showing the following:

Yes No

- Site analysis showing how the design responds to the site
- Existing site conditions including any buildings, native vegetation, landscaping etc
- Proposed building layout including siting, carparking, landscaping
- Demonstration of appropriate vehicle access to the site and compliance with Council’s Standard Drawings.
- Floor layout of proposed buildings
- Any areas for outdoor storage
- Areas for waste collection
- Elevations showing height of walls and architectural features to ensure a high amenity is achieved.

Landscape treatments around car parking areas and street frontages

Car parking and access requirements

Yes No

- Industry must provide 2.9 car spaces per 100m² of floor area;
- A warehouse must provide 2 car spaces per premises plus 1.5 car spaces per 100m² of floor area;
- A permit may be granted to reduce the number of car spaces required or waive the requirement;
- All crossovers must be in accordance with Council’s Standard Drawings
- Demonstration of vehicle turning movement’s onsite for any vehicles larger than a van.

Landscape Plan

Yes No

A landscape plan prepared by a suitably qualified person must be submitted with your application. Consideration should be given to the use of indigenous plants. All landscape plantings and treatments need to be suitable for the specific climatic and soil conditions of Wyndham.

The landscape plan will show the following:

- a) Clearly drafted at a scale of 1:100 with a north point and legend
- b) Clear graphics to indicate trees (deciduous or evergreen), shrubs, ground covers, grass etc.
- c) Botanical and common name, pot size, quantity, planting density and size at maturity of all plantings
- d) Notated planting specification drawings
- e) Location of all surface treatments with materials and colours notated
- f) Location and construction details of all built features including buildings, fences, structures etc
- g) Mark all crossovers

Plans

All plans must be accurately drawn with dimensions, contain a north point and drawn to an appropriate scale. If your plans are larger than A3, one hardcopy set is to be provided and one electronic set. Additional copies of the plans will need to be provided by you if requested or Council can have the plans copied at a charge per plan.

Please speak to a member of the Planning Department about your application if you are unsure about the appropriate requirement for plans.

Advertising

Your application may be required to be advertised in accordance with the *Planning and Environment Act 1987*. If Council deems this process necessary, then additional charges will apply. Your application will not proceed until the advertising fee is paid.

Any information submitted with planning permit applications will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987. If you have any concerns, please contact Council's planning department.

Combined applications

Applications for the use of the site, buildings and/or works, including signage, can be lodged in the one application. This can save time and money. If you would like to know how to combine different elements of your proposal into the one application please speak to a member of the Town Planning Department by calling 8734-5463.