



GREATER
SHEPPARTON

Waiver or Reduction of Car Parking

Checklist

Clause 52.06 of the Greater Shepparton Planning Scheme ensures that car parking facilities are provided in accordance with the State Planning Policy Framework and the Local Planning Policy Framework including the Municipal Strategic Statement, local planning policies and any parking precinct plan.

A new use or the extension of floor area may require additional car parking spaces than those that already exist on site. If additional car spaces cannot be achieved on site, a planning permit will be required for the waiver or reduction of car parking. It is possible that even if a planning permit is not required for the use or the extension to the floor area, a planning permit may still be required for the waiver or reduction of the car parking requirements. It is important that you check with the Council's Planning & Development Department prior to the commencement of any new use or the use of an extension to check to see if a planning permit is required.

Due to the complexity of the controls relating to car parking within the Greater Shepparton Planning Scheme, it is requested that you discuss your proposal and confirm with a Planning Officer if a planning permit is required for the waiver or the reduction of the car parking requirements. An appointment can be made to meet with one of the Council's planning officers by contacting the Council on (03) 5832 9700 or online at <http://www.greatershepparton.com.au/bookings/>.

Delays in obtaining a permit can occur when the information supplied by the applicant is unclear or incomplete. Please read and follow the checklist found on this document to ensure that the correct information is lodged with your application.

Please ensure you include clear and accurate plans which are fully dimensioned and drawn to scale. If your project is complicated, you may need professional assistance to draw up your plans.

For all Planning Applications the following Must be provided:

- A completed and signed 'Application for Planning Permit Form'
- A Full Current Copy of Title (Must be printed within the last two months)
- The prescribed fee (contact the Planning Department on 03 5832 9730 for fees)

For the specific car parking requirements to be submitted with an application, please see over the page.

Continued Overleaf



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In addition to the information required above for all planning applications, the following should be provided:

- Three (3) copies of fully dimensioned plans at a preferred scale of 1:100 or 1:200 which include a north point. The plans must show the following information:
 - The boundaries and dimensions of the site
 - The location of existing and proposed buildings including setbacks from all boundaries
 - Site area
 - Existing and proposed floor area (in m²) clearly defining uses of areas within the building
 - Abutting land use and buildings
 - Location and number of existing car parking spaces and dimensions
 - Amount and dimensions of proposed car parking spaces within the site
 - Elevation plans of existing building
- A written statement for assessment against the requirements of Clause 52.06 (Car Parking) of the relevant Planning Scheme including:
 - Full details of the current use and proposed use including days and hours of operation, staff numbers etc
 - The proposed days and hours for trading
 - The numbers of tables and chairs within the premises and the number of patrons (if applicable)
 - Any car parking deficiency or surplus associated with the existing use
 - The availability of car parking in the locality
 - Any shared use of car spaces by multiple uses
 - An empirical assessment of car parking demand (if appropriate)

Please note that this checklist is for standard information required for lodgement. Additional information may be required by the assessing planning officer after lodgement.

For further assistance in the preparation of your application, please call the Planning and Development Department on (03) 5832 9730.