

# INFORMATION SHEET: COMMERCIAL OR INDUSTRIAL DEVELOPMENT

## Do I need development approval to change the type of business or expand my existing business?

You may need development approval to change the type of business or expand an existing business.

Please also note if you are establishing a new business, you will need a development approval unless you are carrying out a home activity (refer to “home activity” information sheet).

## What will be considered as part of my development application to establish or expand my business?

The following is likely to be considered as part of a development application to establish or expand a business:

- Will the hours of operation change and will there be offsite noise impacts to residences?
- Is there a need for additional staff?
- Is there an appropriate amount of car parking available on site?
- Is access in and out of the site still safe and convenient for the amount and size of vehicles it is servicing?
- How will waste be managed?

## What do I need to do to lodge a development application?

A development application is required to be submitted via the PlanSA Portal, which can be accessed here: [https://plan.sa.gov.au/development\\_applications/lodge\\_an\\_application/lodge\\_online](https://plan.sa.gov.au/development_applications/lodge_an_application/lodge_online)

You will need to create a PlanSA account to begin the application process. Your local Council can also assist you with submitting an application.

The following information will need to be submitted with a development application:

- existing land use/business and details of proposed land use/business, including on site activities;
- site plan, drawn to scale and detailing:
  - location of existing and proposed buildings/structures (labelled)
  - location of storage and loading areas
  - number of car parks and layout
  - location of wastewater system (if any)
  - location and details regarding access into and through the site
- floor plan (existing and proposed), including any internal alterations/fit outs (if required);
- building elevations;
- civil and stormwater plan;
- details of proposed signage (if any), including dimensions and whether illuminated;
- hours of operation;
- number of staff; and
- declarations for native vegetation and/or electrical infrastructure.

Please note, that after a preliminary assessment has been undertaken of the application, additional information may be requested.

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## Contact details for your local Council:



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