

Change of Use Planning Application

A Change of Use relates to any change made to an existing use of land and usually refers to business activities of retail, commercial or industrial nature. You may be affected if you are setting up a new business in Mandurah or moving your business to a new area.

Why is an application required?

It is important to check with the City beforehand to ensure that your business is suited to the property. If the site has previously been used for a different purpose, it may be necessary for you to lodge a Planning Application for a change of use.

When is an application required?

An application is usually required if:

- The premises have been previously approved for a business which is different to yours, e.g. an office to be used as a shop; a warehouse to be used for manufacturing; and/or
- You have different staff and customer car parking needs.

What information is required with an application?

A completed planning application form (signed by the landowner) along with the following information and a \$295.00 application fee should be submitted at the City's Administration Centre:

- A description of all business activities carried out;
- The number of staff employed;
- The days and hours of operation; and
- The area of the premises to be used for the business.

Please Note

The information contained here is a guide only. It is recommended that the advice and assistance of the Planning staff be sought in conjunction with any enquiries concerning the use of land within the City.

Before undertaking any development, please discuss your intention with the City of Mandurah. If you need to make an application your time and money can be saved if you are thoroughly prepared.