

Information Sheet

Land Use Exemptions in the Town Centre

Local Planning Policy 8.1

Introduction

There are some land uses for properties located within the town center which do not require development approval. [Local Planning Policy 8.1](#) (the policy) outlines the land uses which can be exempted from the need to seek approval. This information sheets provides guidance on how to seek confirmation for a land use exemption.

How Do I Confirm the Policy Applies?

Before commencing the use, you need written confirmation from a Planning Officer that the land use is exempt. To obtain confirmation please make a request in writing, including the following details:

- The property address – if there are multiple tenancies also provide the location of the tenancy; and
- The previous use/business that occupied the tenancy (if known); and
- The proposed use/business name and the description of the business activities, including whether a liquor license is likely to be sought for the premises; and
- A floor plan of the property/tenancy which indicates the size in square meters.

Requests must be sent to either:

Email (preferable):

city@subiaco.wa.gov.au

In writing:

City of Subiaco
PO BOX 270
SUBIACO WA 6904

A land use exemption may not be granted if the nature of the use does not meet the objectives of the town center or strategic vision of the area, as outlined within [Local Planning Scheme No. 5](#). If this happens, you may still apply for a change of use where the proposal will likely be publicly advertised and formally assessed against the applicable local planning framework.

When Does the Policy Not Apply?

The policy does not exempt the following works/uses from requiring any relevant approvals:

- The use of vehicle parking bays, verges or footpath areas, public laneways (or the like) for trading activities; or
- Non-exempt signage or building alterations, such as external alterations, internal alterations to heritage-protected places and extensions to existing premises and awnings; or
- Retrospective uses (meaning after a use has already commenced); or
- Uses not listed in part 3(a) of the policy.

I Need More Information

If you are unsure about whether or not planning approval is required for any aspect of your proposed business, please contact the city's Planning Services on **9237 9222** or via city@subiaco.wa.gov.au for further information.