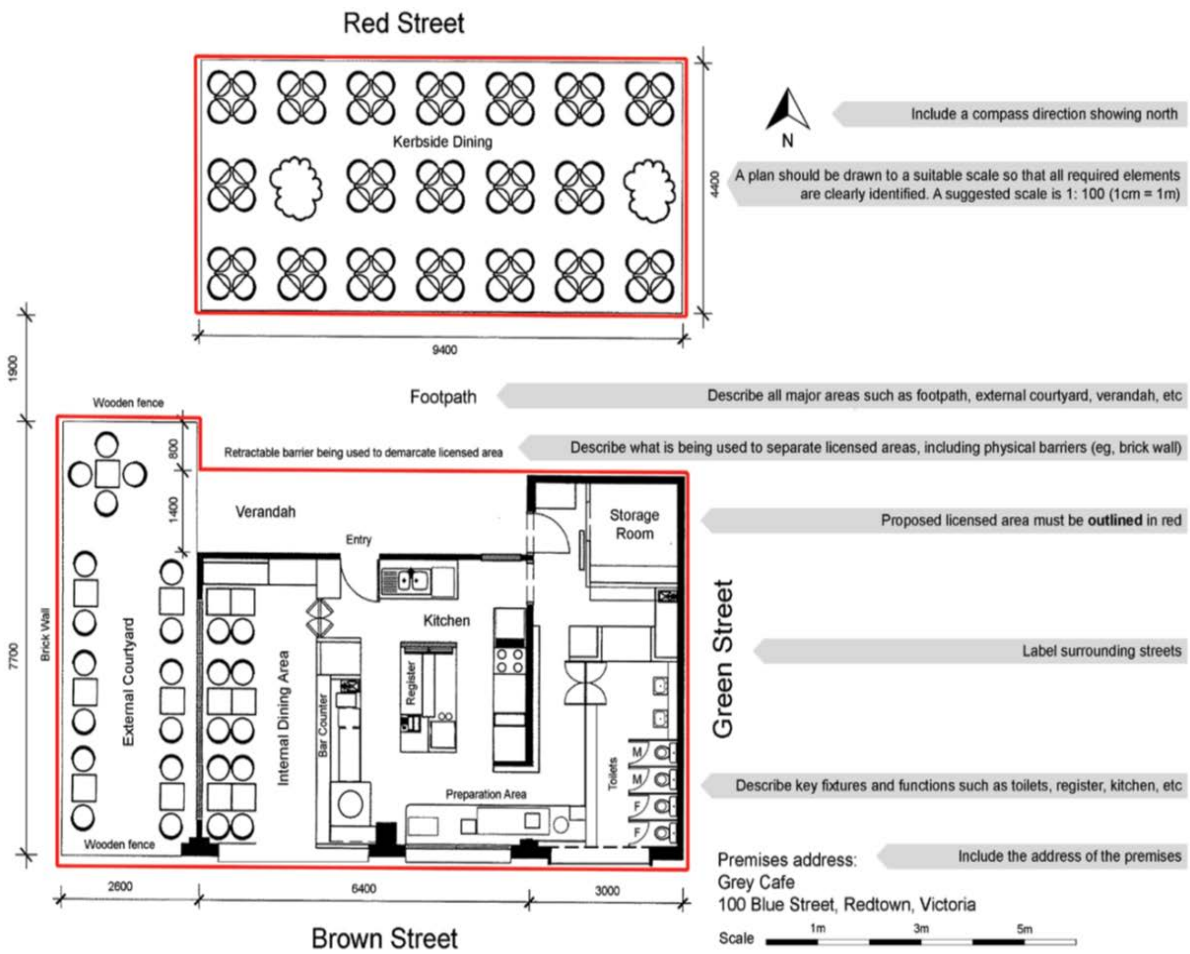


Planning application checklist – Liquor License

Mandatory information to be submitted with planning application.	
1	Full copy of land Title that is less than 3 months old , as well as copies of any restriction, covenant or agreement on Title.
2	<p>A written statement addressing the following matters:</p> <ul style="list-style-type: none"> • How the proposal addresses relevant planning controls (Clause 52.27) https://planning-schemes.api.delwp.vic.gov.au/schemes/vpp/52_27.pdf?_ga=2.107454593.2080180986.1649642344-113699399.1606881738 • Existing or proposed use (e.g. restaurant, tavern, function centre) • Existing (if any) and/or proposed licensed hours • Type of liquor license • Number of tables and chairs • Number of staff employees • Number of patrons • Any proposed music, e.g. amplified music, live music • A copy of any existing liquor licenses for the land. <p>A report should also be provided as part of an application to address matters such as:</p> <ul style="list-style-type: none"> • The impact of the sale or consumption of liquor permitted by the liquor license on the amenity of the surrounding area. • The impact of the hours of operation on the amenity of the surrounding area • The impact of the number of patrons on the amenity of the surrounding area
3	<p>Site context plan clearly showing:</p> <ul style="list-style-type: none"> • Detailed floor layout and location of all external doors and windows on the subject premises • The proposed licensed area outline in bold red (see example Page 2) • Existing/proposed buildings on the site and all buildings directly adjoining the site • Adjoining uses described on the plan e.g. shop, bank, office • Any habitable windows/doors at adjoining buildings

Example site plan including red line area:



Further information can be found on the Victorian Commission for Gambling and Liquor Regulation (VCGLR) website:

https://www.vcglr.vic.gov.au/sites/default/files/uploadLiquor_licensing_fact_sheet_-_Plans_of_licensed_premises.pdf