



Planning Report

Use and development of an office

1-4 Reeves Court Breakwater

BJK Planning for Four18 Architecture

May 2026

1 SUMMARY

This permit application seeks a planning permit to use part of an existing warehouse building as an office at 1-4 Reeves Court Breakwater.

The subject land is located at the north western end of Reeves Court. The site has an area of 1.1 hectares and is developed with three buildings and associated parking. The subject building is located to the rear of the site and is used by HealthRFID which is a business based in developing solutions for organisations involved in regulated biologic supply chains.

Land surrounding the site is developed with warehouses, industrial and transport uses.

It is proposed to convert an existing warehouse space into an office space. The proposal also involves minor buildings and works to the northern elevation for glazing and a new door. The floor area of the converted part of the building is 324sqm and generates 11 car parking spaces under Clause 52.06 which can be provided on site through reconfiguration of existing spaces and development of additional spaces.

2 SITE SUMMARY

Proposal	Use and development of part of an existing warehouse building to an office
Subject land	1-4 Reeves Court Breakwater
Title Details	Lot 16 LP206124
Restrictions/Covenants	Covenant M993563S The covenant controls ensuring development was constructed in a certain time frame in 1987 along with materials and maintenance of the land. The proposal does not conflict with the covenant.
Land area	1.1 hectares
Zoning	Industrial 1 Zone (IN1Z) Permit trigger - Clause 33.01-1 for use of an office and Clause 33.01-4 for buildings or works associated with a Section 2 use
Overlays	Design and Development Overlay Schedule 20 Permit trigger – Clause 43.02-2 for buildings and works

3 SITE AND CONTEXT

3.1 Subject land

The subject land is located at the north western end of Reeves Court. The site has an area of 1.1 hectares and is developed with three buildings and associated parking. The subject building is located to the rear of the site and is used by HealthRFID which is a business involved in developing solutions for organisations involved in regulated biologic supply chains.

Land to the north of the site is developed for the McHarrys Bus service, land to the west features smaller warehouse uses and land to the south and east consist of warehouse and industrial uses.



Figure 1 Aerial view of subject land with subject building marked with red X (Vic Plan)

4 PROPOSAL

4.1 Outline of proposal

The proposal seeks permission to alter part of the existing building from a warehouse to an office use to support the existing business on the land. The proposal also involves minor buildings and works to the northern elevation of the building for new glazing and a new door associated with the proposed office. The details of the change are described in plans by Four18 Architecture.

The floor area of the converted part of the building is 324sqm and generates 11 car parking spaces under Clause 52.06. The building is serviced by 23 existing car parking spaces and the proposal involves reconfiguring existing parking and adding additional parking spaces for a total of 29 car parking spaces. The warehouse floor area to be converted has a credit of six car

parking spaces and the additional five car parking spaces for the office requirement are provided on site through the additional parking areas. The reconfigured parking areas to the north west corner will maintain the existing setback of 5.7 metres from the northern boundary and have an aisle of 6.4 metres consistent with Clause 52.06-9. These parking areas require removal of existing planted vegetation in garden beds.

No additional floor area is created and no changes to existing stormwater systems are required.

5 OVERVIEW OF PLANNING PROVISIONS

5.1 Zone

The subject land is included in the **Industrial 1 Zone** under the Greater Geelong Planning Scheme. The purpose of the zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.*

A planning permit is triggered under 33.01-1 for use of an office and Clause 33.01-4 for buildings or works associated with a Section 2 use

5.2 Overlays

The subject site is impacted by the **Design and Development Overlay Schedule 20**. The design objectives of DDO20 are as follows:

- *To improve the visual appearance and image of industrial areas through well designed site responsive developments.*
- *To facilitate economic development through efficient and functional industrial development.*
- *To provide a high level of amenity for workers and visitors to industrial areas.*
- *To minimise the potential for negative off-site effects to occur.*
- *To promote best practise storm water quality and reuse measures.*

A planning permit is triggered for buildings and works under Clause 43.02-2.

5.3 Municipal Planning Strategy and Planning Policy Framework

The **Municipal Planning Strategy** (MPS) provides the strategic direction for the municipality. Aspects of the MPS that are relevant to the proposal are as follows:

Clause 02.03-1 Settlement has the following strategic directions:

- *Direct and contain growth within identified locations across the municipality.*

- *Minimise the economic, environmental, visual and servicing impacts of residential development on rural areas.*
- *Maintain the unique township, landscape, tourism, farming and environmental values of the Bellarine Peninsula.*
- *Maintain the unique identity of Greater Geelong and its townships.*
- *Locate and design urban areas to mitigate the potential impacts of climate change.*
- *Limit rural living developments to existing zoned land in Lara, Drysdale/Clifton Springs, Wallington, Waurin Ponds, Lovely Banks, Batesford, Fyansford, Leopold, Newcomb, Moolap, Curlewis, Portarlington and Ocean Grove.*
- *Preserve the productive agricultural capacity of the land and where possible enhance the environmental condition of the land.*
- *Discourage discretionary non-agricultural uses in rural areas that could reasonably be located in an urban zone.*
- *Ensure that new dwellings or subdivision do not compromise the productive agricultural capacity of land and are associated with the productive agricultural use of the land.*

Clause 02.03-7 Industry has the following strategic directions:

- *Provide an adequate supply of industrial land that meets the needs of different industries.*
- *Focus new industrial development around major transport routes and infrastructure assets.*
- *Encourage the growth of new and economically sustainable industry sectors.*
- *Provide a diverse range of high quality industrial and commercial land.*

The **Planning Policy Framework** (PPF) provides a context for spatial planning and decision making by planning and responsible authorities.

Aspects of the PPF relevant to the current proposal are:

Clause 11.01-1L Settlement – Greater Geelong has the following relevant objective:

- *Ensure urban development occurs within designated settlement boundaries, including the protected settlement boundaries.*

Clause 15.01-2S Building Design has the following objective:

- *To achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development.*

Clause 17.03-2S Sustainable industry has the following strategies:

- *Ensure that industrial activities requiring substantial threshold distances are located in the core of industrial areas.*
- *Encourage activities with minimal threshold requirements to locate towards the perimeter of the industrial area.*
- *Minimise inter-industry conflict and encourage like industries to locate within the same area.*
- *Protect industrial activity in industrial zones from the encroachment of commercial, residential and other sensitive uses that would adversely affect industry viability.*

- *Encourage industrial uses that meet appropriate standards of safety and amenity to locate within activity centres.*
- *Support the retention of small-scale industries servicing established urban areas through appropriate zoning.*
- *Provide adequate separation and buffer areas between sensitive uses and offensive or dangerous industries and quarries to ensure that residents are not affected by adverse environmental effects, nuisance or exposure to hazards.*
- *Encourage manufacturing and storage industries that generate significant volumes of freight to locate close to air, rail and road freight terminals.*

Response

The proposal seeks to respond to the above policy directions as follows:

- Part of the existing building is to be converted to office use to reflect the change in technology and requirements of an existing business on the site.
- The building and works in support of the change in use are minor and do not detract from the operation of the industrial estate.

5.4 Particular Provisions

Clause 56 Car parking

The subject land is in Category 1 under the Car Parking Requirement Maps. The minimum requirement for parking for an office use is 3.5 car parking spaces per 100sqm of leaseable floor area. The proposed office space generates 11 car parking spaces accordingly. The existing warehouse floor area to be converted to an office has a credit of six car parking spaces based on the ratio of 2 spaces to 100sqm of net floor area. An additional 5 car parking spaces are required to support the office use. The building is serviced by 23 car parking spaces currently. Some of the existing car parking spaces are to be reconfigured and some additional spaces added to total 29 car parking spaces ensuring that over the 11 spaces required are provided on the land.

5.5 Cultural Heritage Management Plan

Under the *Aboriginal Heritage Regulations 2018* there are two triggers both of which must be met for there to be a requirement for a Cultural Heritage Management Plan (CHMP). The two triggers are:

- That the proposed works are a high impact activity.
- That the works are in an area defined under the regulations as being an area of cultural heritage sensitivity and there has not been significant ground disturbance.

In this case the subject land is not within a mapped cultural heritage area and therefore no mandatory CHMP is required.

5.6 Referral requirements

There are no formal referral requirements detailed at Clause 66 that relate to the proposal on the subject land.

5.7 Public notice

Section 52 of the Planning and Environment Act 1987 provides Council with discretion to place the application on public notice under the IN1Z. It is considered the proposal will not result in material detriment to adjoining properties as change in use and minor buildings and works have no off site impacts.

It is noted the building and works proposed under the DDO20 are exempt from public notice under Clause 2 of Schedule 20.

6 ASSESSMENT OF PROPOSAL

6.1 Industrial 1 Zone and Design and Development Overlay Schedule 20

The change of use of part of the existing building for office space is required to support the ongoing operation of the existing business. The change of use will not impact operations on adjoining land and no sensitive uses exist in proximity to the site.

The building and works to the northern façade, in the form of glazing and a new door, do not have any off site impacts and complement the design objectives of the DDO20.

The reconfiguration of parking areas in the north west corner, and addition of two other spaces, will ensure appropriate parking is available to service the building in accordance with Clause 52.06. All existing vehicle accessways will remain in place.

7 CONCLUSION

The proposed use and development on the subject land will:

- Support the existing business operating from the site.
- Provide for minor building and works that will not detract from the locality or impact surrounding uses.
- Provides for car parking outcomes consistent with Clause 52.06.