CITY OF GREATER GEELONG
WADAWURRUNG COUNTRY
PO Box 104, Geelong VIC 3220
P: 03 5272 5272
E: contactus@geelongcity.vic.gov.au
www.geelongaustralia.com.au

Jdz Building Design
1/19 Radnor Drive
DEER PARK VIC 3023

16 December 2025

Planning Permit Application No:
PP-94-2025

Dear Sir/Madam

**Re: Planning Permit Application No.: PP-94-2025**
**Address: 17-21 Seaforth Street, NORTH SHORE**
**Proposal: Use and Development of a Warehouse and Office & Reduction in Car Parking**

I refer to the above application and wish to advise that under authority delegated by the Responsible Authority, your application for the abovementioned proposal in accordance with the plans submitted, has been assessed.

You are advised that the final date for appeal against Application No. PP-94-2025 which was considered under Delegated Authority for the abovementioned proposal has now passed.

Council can now issue a Planning Permit for the above proposal.

Please find enclosed a copy of the permit. When submitting your amended condition documentation, please click here for the required application form and forward to statplanning@geelongcity.vic.gov.au

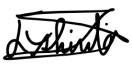
Also, please see attached, information detailing various approvals which may be required in addition to a Planning Permit.

We would appreciate you taking the time to answer a short survey on your experience of the planning process. This survey can be accessed via the following link https://yoursay.geelongaustralia.com.au/SP-5-2021/spaes

Your feedback will help us continue to identify the growing needs of the community and ways we can improve the planning assessment experience.

Should you require any further information please contact **Eskinder Ukubamichael** on **Eskinder.Ukubamichael@geelongcity.vic.gov.au** or **03 5272 5583**.

Yours sincerely



**Eskinder Ukubamichael**
STATUTORY PLANNER

**STATUTORY PLANNING**
**WURRIKI NYAL**
**WADAWURRUNG COUNTRY**
**137-149 MERCER STREET GEELONG**

# Useful information

**Please note, this planning permit gives permission for your use and/ or development pursuant to the *Planning and Environment Act 1987* and the Greater Geelong Planning Scheme. However, it is likely that a number of other permits/ other approvals will also be required including:**

**Building Permits/ Consents**

Whether you are planning to undertake a small change to your home, such as putting up a fence or extending your house, have a large development project, or are proposing to change the use of your land, you may require a Building Permit. Information on Building permits and what is required can be obtained from a Private Building Surveyor or Council can be appointed as your Building Surveyor. Your appointed Building Surveyor may advise that you require a Building Consent, these consents can only be issued by Council. Before you begin any construction works or change the use of a building, you must determine whether a Building Permit is required. Further information is available on Council's website.

**Building Over Easements**

Council's Building Department is responsible for the issue of consents for construction over easements. Information and application forms are available on Councils website. Further enquiries can be made via Councils Customer Service Line: 5272 5272, or you can email your enquiry to building@geelongcity.vic.gov.au. Consent may also be required to build over easements which affect other agencies (eg Powercor or Barwon Water).

**Civil Infrastructure Permits**

Various permits must be obtained before commencing any works affecting our infrastructure. Permit information is available on our Civil Infrastructure Permits webpage or via the permit webpages below. Our Civil Infrastructure team can answer any further queries – please call 5272 5076 or 5272 4426, or email engpermits@geelongcity.vic.gov.au.

**Asset Protection Permit**

An Asset Protection Permit is required before work commences on site.

**Works Within Road Reserve Permit / Utility Application Consent Permit**

A Works Within Road Reserve Permit is required before work commences in the road reserve.

**Vehicle Crossing Permit**

A Vehicle Crossing Permit is required to construct or alter a vehicle crossing in the road reserve outside a property title boundary. An inspection is required before an application is submitted.

**Legal Point of Discharge**

Building or land redevelopment works may require a Legal Point of Discharge report.

**Civil Infrastructure Plans**

Additional fees may apply if we need to check Civil Infrastructure, design or drainage plans. Information is available on our Civil Infrastructure Inspections for Planning Permits webpage.

**Environmental Health Permits**

If you are planning to operate a food/ drink, health/beauty or accommodation business, you will need to apply for registration to ensure your business complies with the relevant regulations and recommend applying prior to finalising floorplans to prevent the need for retrofitting. If you are located on an unsewered property and are planning to build or renovate, you will need to submit an 'On-site Wastewater Management System application' to obtain a permit to install/alter an onsite wastewater management system. For further information about any of these applications to ensure your business complies with the relevant regulations please contact the Environmental Health Unit on 5272 4411.

**Tree Removal and Planting Permit (for trees in the road reserve)**

Council approval is required for tree removal or pruning and planting trees or plants in the road reserve. Please contact Council's Parks Planning Unit on 52 725272 or email parksplanning@geelongcity.vic.gov.au

**Liquor Licence**

If you want to make changes to an existing liquor licence (eg hours, red line area) and you previously received a planning permit allowing the liquor licence, you will need to apply to Council to amend the planning permit before applying to Liquor Control Victoria. If you want to apply for a new liquor licence, please contact Liquor Control Victoria for further information.

**Use of Public Land (e.g., footpaths)**

Council approval is required to use public land (e.g., alfresco trading, signage etc.), please contact Council's Local Laws Unit on 5272 5272 for more information.

**It is important that no building works or change of use commences prior to obtaining all the necessary permits and consents. Failure to comply may be an offence and could lead to financial penalty and litigation.**

# PLANNING PERMIT

| | |
|---|---|
| **Permit No.** | **PP-94-2025** |
| **Planning Scheme** | **Greater Geelong Planning Scheme** |
| **Responsible Authority** | **Greater Geelong City Council** |

**ADDRESS OF THE LAND** **17-21 SEAFORTH STREET, NORTH SHORE**

**THE PERMIT ALLOWS:**

| Planning Scheme Clause | Matter for which the permit has been granted |
|---|---|
| 33.02-1 | Use the land for a Warehouse and Office |
| 33.02-4 | Construct a building or construct or carry out works |
| 43.02-2 | Construct a building or construct or carry out works |
| 52.06-3 | Reduce the number of car parking spaces |

**THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT**:

**Amended Plans**

1. Before development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the plans received 30/07/2025 but modified to show:

    a) Initiatives contained within the Sustainability Management Plan (SMP) report along with the proposed changes, including:

        i. The landscape plan is to be updated to include raingardens in accordance with the STORM Rating Report and development plans. The landscape plan is to include a cross section of the raingarden design.
        ii. The plans are to be updated to note that the urinal is waterless.
        iii. The development plans are to be updated to note a minimum 5kW rooftop solar photovoltaic system will be installed.
        iv. The colour and finishes schedule is to be updated to note the glazing is to achieve a visible light transmittance of at least 40%.

    b) A revised landscaping plan in accordance with condition 6 of this permit.

**Endorsed Plans**

2. The use and development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Date Issued: 16 December 2025

Signature of the Responsible Authority:

**CONDITIONS OF PLANNING PERMIT NUMBER PP-94-2025 CONTINUED**

3. All works must be undertaken in accordance with the endorsed Sustainability Management Plan (SMP) report, plans, and stormwater management strategy to the satisfaction of the Responsible Authority. No alterations to these plans may occur without the written consent of the Responsible Authority.

4. The approved Tree Protection Specification Report must not be amended or altered without the consent of the Responsible Authority.

**Stormwater Management**

5. The site stormwater system must be designed and installed such that the site stormwater discharge is not increased by the proposed development. An appropriate on site detention system designed in accordance with the Infrastructure Design Manual may be required.

**Prior to Works Commencing**

6. Prior to works commencing, a revised Landscape Plan must be submitted to the satisfaction of the Responsible Authority. Once approved this plan will be endorsed and form part of the permit. The revised plan must be based on the Landscape Plan received 30/07/2025, but modified to show:

    a) The landscape plan is to be updated to include raingardens in accordance with the STORM Rating Report and development plans. The landscape plan is to include a cross section of the raingarden design.

**Tree Protection Specification Report**

7. Prior to the commencement of the development, a Tree Protection Specification Report must be submitted to and approved by the Responsible Authority. The Tree Protection Specification Report must be prepared by a suitably qualified arborist and must include all:

    a) council-owned trees
    b) privately owned trees and
    c) trees owned by other parties that are located within 4 metres of the property boundary.

    In accordance with Australian Standard 4970-2025 *Protection of trees on developments sites* the Project Arborist must be an appropriately experienced and qualified professional (minimum AQF Level 5 Arborist).

8. When approved the Tree Protection Specification Report and its recommendations will be endorsed and will then form part of the permit.

**CONDITIONS OF PLANNING PERMIT NUMBER PP-94-2025 CONTINUED**

**Tree Protection Zones**

9. Prior to the works commencing (including any demolition works), Tree Protection Fencing must be installed and maintained until works are completed to the satisfaction of the Responsible Authority.

   All works within the nominated Tree Protection Zones must be:

   a) carried out in accordance with Australian Standard 4373–2007 *Pruning of amenity trees* and Australian Standard 4970–2025 *Protection of trees on development sites.*
   b) overseen by a suitably qualified, level-5 arborist.
   c) carried out to the satisfaction of the Responsible Authority by suitably trained and qualified arboricultural staff.

   Works encroaching within the nominated Tree Protection Zones must not be undertaken without the written consent of the Responsible Authority.

**Drainage & Vehicular Access**

10. Prior to the occupation of the building, the developer must:

    a) Construct the site stormwater system including separate connection for each unit into the kerb & channel in Seaforth Street, or other nominated point/s as approved by the Responsible Authority. The stormwater connection must be in accordance with City of Greater Geelong Standard Drawings.
    b) Re-construct vehicular crossings in accordance with the requirements and standards of the City of Greater Geelong.
    c) Ensure any proposed vehicle crossing shall have satisfactory clearance to any existing crossover, side-entry pit, power, lighting or telecommunication pole, manhole cover or marker, fire hydrant or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense.
    d) Remove any redundant vehicular crossings with kerb and channel and the footpath/nature strip area reinstated to match existing construction in the street.
    e) Construct the car park including accessways, surface with an all-weather sealed coat and linemark the car and accessways in accordance with the endorsed plans.
    f) Complete all buildings and works including landscaping works in accordance with the endorsed plans.

    all to the satisfaction of the Responsible Authority.

**Car Parking Spaces to be Maintained**

11. The car parking spaces on the land must be maintained for that purpose and must not be used for the temporary or permanent storage of goods or loading.

**Maintenance**

12. All buildings and works must be maintained in good order and appearance to the satisfaction of the responsible authority.

**CONDITIONS OF PLANNING PERMIT NUMBER PP-94-2025 CONTINUED**

**Acoustic report**

13. All structural and management mitigation measures of the Acoustic report provided by Acoustic Logic, version 3, dates 2/10/2025 or later must be implemented during the construction phase. The Acoustic report must be adhered to at all times.

**Operating Time and deliveries**

14. The premises must only operate during the following times:

    a) Monday to Friday 6:30am to 6:00pm.
    b) Delivery vehicles must not arrive and idle or park on the roadside outside the premises or in neighbouring residential streets.
    c) Delivery vehicles are prohibited from idling during loading/unloading.

    Deliveries are limited to the following:

    d) Up to 1 heavy rigid vehicle delivery per hour between 8am and 6pm.
    e) No heavy rigid vehicle delivery before 8am.
    f) Up to 3 van deliveries per hour.

**Site management plan**

15. Prior to use commencing, provide a site management plan, to be made available to all vehicle drivers and warehouse/logisitics operators, that addresses all noise recommendations in the Acoustic report provided by Acoustic Logic, version 3, dated 2/10/2025. The plan must include:

    a) Permitted vehicle delivery times.
    b) Allowed number of each type of vehicle per hour.
    c) Use of the roller door.
    d) Loading and unloading location.
    e) Trucks being prohibited to idle onsite.
    f) Prohibition of reversing beepers.
    g) Prohibition of vehicles idling outside the site.
    h) Prohibition of unnecessary acceleration or deceleration when entering and leaving the warehouse.

    Once approved by the relevant authority, the plan will form part of the permit.

**Audible Music or Announcements**

16. No music or announcements may be audible outside the boundaries of the site to the satisfaction of the Responsible Authority.

**Security Alarms**

17. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a monitored security service.

**CONDITIONS OF PLANNING PERMIT NUMBER PP-94-2025 CONTINUED**

**Light Emissions**

18. Outdoor lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining properties

**General Amenity**

19. The amenity of the area must not be detrimentally affected by the use or development through the:

    - Transport of materials, goods or commodities to or from the land;
    - Appearance of any building, works or materials;
    - Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
    - Presence of vermin;

    to the satisfaction of the Responsible Authority.

**Waste Collection**

20. Waste collection must only occur between the hours of 7am and 6pm Monday to Friday.

**Garbage Storage**

21. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be graded, drained and screened from public view to the satisfaction of the Responsible Authority.

    The storage, removal and disposal of such/garbage refuse must be undertaken in such a manner so as to avoid any nuisance, pollution or loss amenity to the surrounding area and must at all times be to the satisfaction of the Responsible Authority.

**Development Expiry**

22. This permit as it relates to the development of buildings will expire if one of the following circumstances applies:

    a) The development of the building(s) hereby approved has not commenced within two (2) years of the date of this permit.
    b) The development of the building(s) hereby approved is not completed within four (4) years of the date of this permit.
    c) The use hereby permitted has not commenced within four (4) years of the date of this permit.

    The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires; or

    - Within six (6) months after the permit expires where the use or development has not yet started; or
    - Within twelve (12) months after the permit expires, where the development allowed by the permit has lawfully commenced before the permit expiry.

**CONDITIONS OF PLANNING PERMIT NUMBER PP-94-2025 CONTINUED**

**Notes**

1. A pre-commencement meeting with the City's Engineering Department is required to be undertaken prior to works starting. To organise this meeting please telephone 5272 4426.
2. Construction of the site stormwater connection/s is to be inspected by Council Representative prior to any backfilling. An appropriate fee equivalent to 3.25% of total cost of civil works, excluding GST (a minimum fee of $100 applies if the 3.25% amount is less than $100), is to be paid to Council for inspection. Relevant evidential documentation of the cost is to be provided.
3. All internal property drainage must be designed and constructed to satisfy AS/NZS 3500.
4. A Vehicle Crossing Permit must be obtained prior to commencement of works.
5. In the instance that minor pruning of a street tree is anticipated, the applicant must contact the City's Parks Planning Officers on 5272 5272 (treeplanning@geelongcity.vic.gov.au) to lodge a request and provide adequate notice.

Date Issued: 16 December 2025

Signature of the Responsible Authority:

**City of Greater Geelong**
**PO Box 104, Geelong 3220**
**Ph: (03) 5272 4456**

# IMPORTANT INFORMATION ABOUT THIS PERMIT

## WHAT HAS BEEN DECIDED?

The responsible authority has issued a permit

**Note:** This is not a permit granted under Division 5 or 6 of Part 4 of the **Planning and Environment Act 1987**.

## CAN THE RESPONSIBLE AUTHORITY AMEND THIS PERMIT?

The responsible authority may amend this permit under Division 1A of Part 4 of the **Planning and Environment Act 1987**.

## WHEN DOES A PERMIT BEGIN?

A permit operates:

* from the date specified in the permit; or
* if no date is specified, from—
  i) the date of the decision of the Victorian Civil and Administrative Tribunal, if the permit was issued at the direction of the Tribunal; or
  ii) the date on which it was issued, in any other case.

## WHEN DOES A PERMIT EXPIRE?

1) A permit for the development of land expires if—
   * the development or any stage of it does not start within the time specified in the permit; or
   * the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of the permit, unless the permit contains a different provision; or
   * the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within five years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.

2) A permit for the use of land expires if—
   * the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
   * the use is discontinued for a period of two years.

3) A permit for the development and use of land expires if—
   * the development or any stage of it does not start within the time specified in the permit; or
   * the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
   * the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development; or
   * the use is discontinued for a period of two years.

4) If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision—
   * the use or development of any stage is to be taken to have started when the plan is certified; and
   * the permit expires if the plan is not certified within two years of the issue of the permit.

5) The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

## WHAT ABOUT REVIEWS?

* The person who applied for the permit may apply for a review of any condition in the permit unless it was granted at the direction of the Victorian Civil and Administrative Tribunal, in which case no right of review exists.
* An application for review must be lodged within 60 days after the permit was issued, unless a notice of decision to grant a permit has been issued previously, in which case the application for review must be lodged within 60 days after the giving of that notice.
* An application for review is lodged with the Victorian Civil and Administrative Tribunal.
* An application for review must be made on the relevant form which can be obtained from the Victorian Civil and Administrative Tribunal, and be accompanied by the applicable fee.
* An application for review must state the grounds upon which it is based.
* A copy of an application for review must also be served on the responsible authority.
* Details about applications for review and the fees payable can be obtained from the Victorian Civil and Administrative Tribunal.

**Victorian Civil and Administrative Tribunal, 7th Floor, 55 King Street, MELBOURNE, 3000 Ph: 1300 018 228**