

FACT SHEET:

Centre Zone Change of Use

The start of a new use within an existing building located in the Centre zone may need a development permit (approval from Council).

Do I need a permit?

A Centre zone change of use may be accepted development if it:

1. is nominated in the planning scheme as an intended use in the Centre zone, and is not impact assessable;
2. is located in an existing building or involves only minor building work (that is an alteration, addition or extension where the floor area, including balconies, is less than 5 per cent of the building or 50 square metres, whichever is the lesser).
3. complies with all of the acceptable outcomes of the applicable codes of the [Logan Planning Scheme 2015](#). Part 5 - [Tables of Assessment](#) - will tell you what the assessment benchmarks (applicable codes) are.

If the proposed development cannot meet one of these requirements, it will need to be assessed by Council and a permit (approval) given before the change can be made.

You can also use the Planning Enquiry tool in the [Logan PD Hub](#) to select a property, select an activity and receive a report which outlines the criteria triggering the need for a development application (where applicable). The report also lists applicable development codes from the [Logan Planning Scheme 2015](#) and other selected considerations (e.g. size / height constraints, setbacks).

One of the requirements that often results in a permit being needed is the number of car parking spaces. The parking requirements for your development should be determined early on in the process by checking the Servicing, access and parking code of the planning scheme.

Depending on what use the tenancy is changing from and to as well as the extent of Building Works as part of any 'fit out' will determine whether Building Approval is required. Advice should be obtained from a private Building Certifier before commencing any works on site.

How do I get a development permit?

To obtain a development permit for a Centre zone change of use, a development application for a Material Change of Use needs to be lodged with Council electronically (online), in person, via post or via email. For more information on application lodgement

methods and requirements (such as application forms and relevant supporting information e.g. plans) visit Council's [website](#).

How much will it cost?

Fees for development applications vary depending on the type and scale of development, the category of assessment, and other factors. These fees are set by resolution of Council and can be identified using:

- viewing the Register of Cost Recovery Fees and Schedule of Commercial and Other Charges published on Council's [website](#); or
- the [Logan PD Hub](#), which includes a Development Fees Estimator.

If the development application is lodged electronically (online), payment is not required up front and Council will issue a Notice of Account which identifies the required fees for payment.

Payment can be made [online](#) via credit card or BPay (savings or cheque account), in person via credit card, cheque or cash or by post (via cheque).

From 1 October 2022, a merchant surcharge fee of 0.34% will apply to all online and phone credit card payments.

Will I have to pay infrastructure charges for a Centre zone change of use?

Centres zone changes of use are not eligible for infrastructure charges.

More Information:

- visit Council's [Planning & Development webpage](#);
- contact Council using the details provided in the footer of this fact sheet; or
- visit the Planning, Building and Plumbing counter at 150 Wembley Road Logan Central; opening hours and directions are available on Council's [website](#).