



# LIQUOR LICENCE

The purpose of this information sheet is to assist applicants in preparing a planning permit application for a Liquor Licence.

## POLICY BASIS

**Clause 52.27** of the Horsham Planning Scheme states that a Planning Permit is required to use land to sell or consume liquor if any of the following apply:

- A Licence is required under the Liquor Control Reform Act, 1998
- A different type of Licence, or class of Licence is required from that which is currently in force
- The hours of trading allowed under any Licence are to be extended

## INFORMATION REQUIRED WITH A PLANNING APPLICATION

When submitting an application for a Planning Permit, three (3) copies of the following information is to be submitted along with a completed application form.

- A Plan drawn to a scale of 1:100 showing the internal layout of the premises indicating the area/s to be licensed.
- A Plan drawn to a scale of 1:100 showing the number and location of any on-site car parking spaces available. if no on-site spaces are available, details of any on-street parking available in the vicinity is to be provided.
- The days and hours the business operates.
- The number of patrons the premises will hold and the number of seats available to the public.
- Details of all proposed advertising signs associated with the site, including size, location, wording and colours to be used. This is to be drawn to an appropriate scale.
- A full copy of title including any restrictive covenants (Please refer to the Council website on How to obtain a Certificate of Title)
- The application fee

If the premises is currently licensed and an extension in operating hours or a different type of Liquor Licence is being sought, please also provide

- A copy of the current Liquor Licence and plans for the premises.
- Justification as to reasons for extension in hours of operation or type of Licence being sought.