



CHANGE OF BUILDING USE FACTSHEET

In the NSW planning system, both new buildings and changes to their use or fit out typically require approval. While new building approvals often include considerations for their intended use, changing the use of an existing building usually needs a separate approval process, commonly known as a “change of use.”

Changes of use can encompass a variety of transitions, such as:

- Warehouse to light industry
- Office to Shop
- Rural supplies to timber yard
- Food and drink premises to entertainment facility

There are a wide range of potential changes of use when we look at the number of land use definitions provided in [Hawkesbury Local Environment Plan 2012](#).

When changing the use of a premise, the following controls must be considered in order to be exempt from requiring consent from Council:

- The current use must be an approved, lawful use
- The new use must not result in a change of building classification under the National Construction Code (NCC)
- The new use must not be carried out at premises that are a manufactured home, moveable dwelling or associated structure, temporary structure, tent, swimming pool, ship or vessel
- The new use must not involve building alterations, other than alterations that are exempt development

The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (referred to as the ‘Codes SEPP’) contains additional requirements that must be met to satisfy exempt development criteria:

[Codes SEPP pt 2 div 1 sub-div 10A - Change of use of premises](#)

The NSW Government has more information on exempt development on the [NSW Planning Portal](#)

If the proposal doesn’t qualify as exempt development, you may be able to apply through ‘complying development’ or a ‘Development Application’ (DA).



Interpreter Service available, call 131 450 131 450 خدمة الترجمة الشفوية متاحة، اتصل على رقم 131 450 可提供傳譯服務，請致電 131 450 Hemm servizz tal-interpretu, cempel 131 450

366 George Street, Windsor (PO BOX 146)
council@hawkesbury.nsw.gov.au | www.hawkesbury.nsw.gov.au | 4560 4444

 **Hawkesbury
City Council**