



D39 Markets and Stalls

What is a market?

There are a number of different types of markets Council need to be made aware of; these include:

- One-off markets (no more than one event)
- Temporary markets (seasonal markets)
- Permanent markets

Does a market require a Development Application?

Yes, a temporary or permanent market will require a development application.

A one-off market (where the market will not reoccur) does not require a development application. However, other Council permits may be required for your market event.

Why do I need a development application for a market in the first instance?

A market has been defined as a 'shop' under the definitions within the Development Regulations 2008.

All shops, including temporary structures used for a market, require a development application, with the exception of a one-off market, or if the site is already approved as a shop or group of shops and the proposed market does not increase the floor area of the shop(s) nor affect the carparking area associated with the shop(s).

How do I submit an application?

You will need to submit to Council the following:

- A completed [Development Application Form](#);
- All relevant documents/plans as outlined in the Planning and/or Building Consent checklists;
- Pay the development application fee;
- A current (issued within 1 year) Certificate of Title for the land;

If the need for further documents becomes evident during assessment, you will receive a letter requesting the provision of further information. Assessment of an application cannot proceed until the complete set of required documents is provided. If you do not provide the requested information your application will normally be refused.

What information needs to be submitted?

To assess your application Council requires the following information (subject to the nature of your development):

- Development Application Form *
- Powerline Declaration Form * (included in the online Development Application form)
- Current copy Certificate of Title (issued within the last 12 months)
- Site Plan - showing the entire site including all existing and proposed structures, vehicle parking, loading/unloading areas, waste storage areas, landscaping and any adjoining tenancies **
- Floor plan/plan view to a minimum scale of 1:100 **
- Elevations to a minimum scale of 1:100 **
- Locality plan to a minimum scale of 1:200
- A detailed description of the existing and previous uses of the building and/or site
- Hours of operation
- Number of employees
- Proposed number of car parking spaces (including disabled car parking spaces)
- A Traffic Report (prepared by a suitably qualified traffic engineer) - A traffic report must be provided if the proposed land use does not provide sufficient on-site parking area as prescribed in the Development Plan or Planning SA guidelines
- Proposed Signage Details - Documentation must detail all proposed signage including location, dimensions, design, appearance, colours and illumination **
- Details outlining the storage and disposal of waste, including the pick-up hours for waste disposal units

* Applications can be lodged electronically via the [Development Forms and Checklists](#) page on Council's [website](#).

** It is recommended that these be prepared by a suitably qualified professional.

Do the neighbours need to be notified of my development application?

Depending on the type of application Council may be obliged to give people likely to be affected by development an opportunity to make comment (also known as a representation).

The Development Regulations 2008 and/or the Development Plan set out the types of development that are required to be publically notified. The extent of the notification is determined by the Development Act 1993 and its Regulations.

See Development Information Guide – [Public Notification](#) for more information.

Additional information can be found within the below [Information Guides](#):

- The Development Approval Process
- Information required for Development Approval
- Change of land use

Further advice or hard copy forms can be obtained from the Duty Planning/Building Officer at Council or by phoning 8408 1111.