

9.3.15 Sales office code

9.3.15.1 Application

This code applies to accepted development subject to requirements and assessable development:-

- (a) being a material change of use for a sales office; and
- (b) identified as requiring assessment against the Sales office code by the tables of assessment in **Part 5 (Tables of assessment)**.

9.3.15.2 Purpose and overall outcomes

- (1) The purpose of the Sales office code is to ensure sales offices are temporary in nature and are developed in a manner which protects the amenity of surrounding premises.
- (2) The overall outcomes sought for the Sales office code are the following:-
 - (a) the siting, layout, design and operation of a sales office does not adversely impact upon the character and amenity of the surrounding area;
 - (b) a sales office is operated for a temporary duration only.

9.3.15.3 Assessment benchmarks and requirements

Table 9.3.15.3.1 Assessment benchmarks for assessable development and requirements for accepted development

Performance outcomes		Acceptable outcomes	
<i>Operational characteristics</i>			
PO1	The duration of the use of premises for a sales office:- (a) in the case of a display dwelling, display village (i.e. comprising 3 or more display dwellings) or estate sales office does not extend beyond a reasonable period required to construct and complete sales within the development or the applicable stage of the development; or (b) in the case of dwelling offered as a prize, does not extend beyond a reasonable period of time to allow for promotion of the prize.	AO1.1 AO1.2	Where a display dwelling, display village or estate sales office, the use operates for a maximum period of 2 years. OR Where a dwelling offered as a prize, the use operates for a maximum period of 6 months. Any temporary building or structure associated with the operation of the sales office is removed from the site within 14 days of the end of the period of operation and the site is left in a clean and tidy condition.
PO2	The hours of operation of the sales office does not adversely affect the amenity of nearby residential premises.	AO2	The hours of operation of the sales office do not commence before 8.00am or extend later than 6.00pm.
PO3	The number of employees engaged in the operation of the sales office does not adversely affect the amenity of nearby residential premises.	AO3	Where a display dwelling, dwelling offered as a prize or estate sales office, a maximum of 2 employees are engaged in the operation of the sales office at any one time. OR Where a display village, a maximum of 2 employees per display home are engaged in the operation of the sales office at any one time.

Performance outcomes		Acceptable outcomes	
Landscaping			
PO4	The sales office incorporates site landscaping and fencing that:- (a) provides an attractive landscape setting for the enjoyment and appreciation of staff and visitors; (b) integrates the development into the surrounding landscape; (c) effectively defines and screens private open space and service areas; (d) protects the amenity of adjoining dwellings.	AO4.1 AO4.2	Private and public open space areas are turfed and landscaped. A 1.8m high solid screen fence is provided to each side and rear boundary that has residential uses adjoining.
Public convenience facilities			
PO5	The sales office provides appropriate public convenience facilities for users of the sales office.	AO5	Public toilet facilities are provided for a display village comprising 4 or more display dwellings.
On-site car parking			
PO6	Sufficient car parking is provided to satisfy the projected needs of the sales office and is appropriately designed to facilitate ease of use.	AO6	Where on-street parking is not available, a minimum of 2 on-site parking spaces are provided, which may be in tandem. OR A minimum of 2 on-street car parking spaces are available within 50m of the sales office.