



# FACT SHEET

# LIQUOR LICENSE PLANS & REPORTS

Looking to expand your licensed areas into your barrel hall, shed, boardroom or other spaces? Here's a few things you need to know.

## Step 1 - Compliance Review or Capacity Assessment

Studio S2, a registered architect or a building certifier can provide you with a patron capacity assessment.

Advice about what needs to be upgraded if your existing space doesn't allow the number of people you want can be obtained from the same sources.

## Step 2 - Council Approvals

What might be triggered?

- Additional toilets
- Additional car parking
- An expansion of your septic system
- Fire safety upgrades
- Wheelchair and disability access
- Noise studies
- Traffic studies
- Landscaping and appearance upgrades
- Review of your entire site for building compliance
- Fire hydrant installation

What is a small upgrade? Minor items that need to be upgraded often include:

- Depending on your land, additional car parking might be an easy fix and cost effective, but it could also be expensive to create or difficult to find space
- Fire safety upgrades if it just involves changing a door handle and putting in exit lights, but fire safety can be much bigger than that.
- Wheelchair and disability access if you just need a ramp or to upgrade some grab rails, but major access or wet area upgrades can be expensive.
- Safety upgrades may include increasing slip ratings of floors. Depending on your surface, this could be a quick and easy fix.

How do I keep it simple?

- Many Councils will accept that you can have up to 6 functions a year in the barrel hall with a temporary extension to the liquor license for each event.
- If you want to make it permanent and more than 6 events per year, you may need to apply for a change of use with Council
- There are some caps and parameters to meet in terms of patron capacity, bushfire and car parking. Eg. If you permanently want more than 75 people at an event, many Councils will require a public notification process and potentially a panel meeting decision process.
- To apply for a Council approval, you will need to submit drawings and a report justifying the change of use including how the site can cater for the carparking, bushfire, noise etc requirements.

Learn more?

Get advice from [SA Liquor Licensing](#)

Get advice from [Wine SA](#) on liquor licensing

Contact [Studio S2 Architects](#) for a no-obligation phone conversation