Application for
Planning Permit

The Land
1 Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

- Street Address
  - Woods Road

- Formal Land Description
  - Suburb/Locality: Truganina
  - Postcode: 3029

The Proposal
2 You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

3 For what use, development or other matter do you require a permit?
   - Subdivision & Neighbourhood activity centre in accordance with endorsed plans.

- Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

- Estimated cost of development for which the permit is required
  - Cost $100,000

Existing Conditions
4 Describe how the land is used and developed now
   - eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

- Provide a plan of the existing conditions. Photos are also helpful.
Title Information

 Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- [ ] Yes. (If ‘yes’ contact Council for advice on how to proceed before continuing with this application.)
- [ ] No
- [ ] Not applicable (no such encumbrance applies).

 Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering register search statement, the title diagram and the associated title documents, known as 'instruments', eg. restrictive covenants.)

Applicant and Owner Details

 Provide details of the applicant and the owner of the land.

Applicant

The person who wants the permit.

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Contact person's details

Same as applicant (if so, go to 'contact information')

Owner

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Declaration

This form must be signed by the applicant.

Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature:

Date: 31 Aug 2012
day/month/year
Need help with the Application? [III]

If you need help to complete this form, read How to complete the Application for Planning Permit form. General information about the planning process is available at www.dpcd.vic.gov.au/planning.

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

8 Has there been a pre-application meeting with a Council planning officer?

☐ No  ☐ Yes

Checklist [I]

5 Have you:

☑ Filled in the form completely?

☑ Paid or included the application fee? ☐

☑ Provided all necessary supporting information and documents?

☐ A full, current copy of title information for each individual parcel of land forming the subject site

☐ A plan of existing conditions.

☐ Plans showing the layout and details of the proposal

☐ Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

☑ If required, a description of the likely affect of the proposal (e.g., traffic, noise, environmental impacts).

☑ Completed the relevant Council planning permit checklist?

☑ Signed the declaration (section 7)?

Lodgement [II]

Lodge the completed and signed form, the fee payment and all documents with:

Department of Planning and Community Development
To obtain the address details for the relevant planning office, go to the DPCD Planning Contacts page at www.dpcd.vic.gov.au/planning/contacts.

Deliver application in person, by fax, or by post:

Print Form
Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address. This is usually your local council but can sometimes be the Minister for Planning or another body.

Save Form:
You can save this application form to your computer to complete or review later or email it to others to complete relevant sections.

Save Form To Your Computer