




Application to **AMEND** a Planning Permit Application

Planning Enquiries
Phone: (03) 5471 1700
www.mountalexander.vic.gov.au

This form is for making amendments to an application for planning permit that has already been lodged with Council, but which has not yet been decided. This form can be used for both amendments made before the advertising of the application (Section 50 of the Planning and Environment Act 1987 (Act)) and afterwards (Section 57A of the Act).

If you wish to modify a previously issued permit, or make a new application for planning permit, you will need to use one of the following forms:

-  • To amend a permit that has already been issued (including changing the preamble, conditions or plans) complete the 'Application to Amend a Planning Permit'.
-  • To make a minor amendment to a permit that has already been issued (i.e. minor change to the plans) complete the 'Application for an Amendment under Secondary Consent'.
-  • If you wish to make a new application for planning permit complete the 'Application for Planning Permit'

It is recommended that before lodging this form you discuss the proposed amendment of your application with the Council planning officer handling your application.

An amendment under Section 57A of the Act may result in a request for Further Information under Section 54 of the Act and/or require the application to be re-notified under Section 57B of the Act. The costs associated with re-notification must be covered by the applicant.


Planning Permit Details

What permit is being amended?*

Planning Permit No.:

Unit No.: St. No.: St. Name:
Suburb/Locality: Postcode:

Formal Land Description *

Complete either A or B.
 This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.


A Lot No.: Lodged Plan Title Plan Plan of Subdivision No.:

OR

B Crown Allotment No.: Section No.:

Parish/Township Name:

The Amended Proposal

 You must give full details of the amendment being applied for. Insufficient or unclear information will delay your application

What is the amendment being applied for?*

- Indicate the type of changes proposed to the permit.
- List details of the proposed changes.

If the space provided is insufficient, attach a separate sheet


This application seeks to amend:

Section 50 - Amendment to application at the request of the applicant before notice.

Section 50a - Amendment to application by responsible authority before notice.

Section 57a - Amendments to application after notice of application is given.

Details:

 Provide plans clearly identifying all proposed changes to the endorsed plans, together with: any information required by the planning scheme, requested by Council or outlined in a Council checklist; and if required, include a description of the likely effect of the proposal.

Applicant Details

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

Applicant *


The person who wants the permit.

Please provide at least one contact phone number *

| | | |
|--|-------------|--|
| Name: | | |
| Title: | First Name: | Surname: |
| Organisation (if applicable): | | |
| Postal Address: | | If it is a P.O. Box, enter the details here: |
| Unit No.: | St. No.: | St. Name: |
| Suburb/Locality: | State: | Postcode: |
| Contact information for applicant OR contact person below | | |
| Business phone: | Email: | |
| Mobile phone: | Fax: | |

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; that all the information in this application is true and correct; that all changes to the permit and plan have been listed as part of the amended proposal and that the owner (if not myself) has been notified of the permit application.

| | |
|------------|--------------------|
| Signature: | Date: |
| | day / month / year |

Need help with the Application?

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

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

| | | |
|--------------------------|---------------------------|-----------------------|
| <input type="radio"/> No | <input type="radio"/> Yes | If 'Yes', with whom?: |
| | | Date: |
| | | day / month / year |

Lodgement

Lodge the completed and signed form and all documents with:

Mount Alexander Shire Council
PO Box 185
CASTLEMAINE VIC 3450

27 Lyttleton Street
CASTLEMAINE VIC 3450

Contact information:
Phone: (03) 5471 1700
Email: info@mountalexander.vic.gov.au

Deliver application in person, by post or by electronic lodgement