

Application to Amend a Planning Permit



s72 Planning and Environment Act 1987; r14 Planning and Environment Regulations 2015

Applicant details:

Applicant name:	
Business trading name (if applicable):	
Email address:	
Postal address:	
	Postcode
Preferred phone number:	Secondary number:

Owners Details: (if not the applicant)

Owner name:	
Business trading name (if applicable):	
Postal address:	
	Postcode:

Description of the Land:

Street number:	Street name:
Town:	Postcode

AND/OR

Lot Number:	Plan Number:
Other Legal Description:	

Other legal description may be a Crown Allotment reference, Volume/Folio, or other title descriptor. If the proposal relates to multiple addresses/parcels, please attach a document with the details of the additional land included, including Ownership detail.

Declaration in relation to Title Restrictions:

Is there any encumbrance on the Title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?	☐ Yes	☐ No
Will the proposal result in a breach of a registered covenant restriction or agreement?	☐ Yes	☐ No

Existing Permit

Planning permit to be amended (reference number):	
Original estimated cost of development:	\$
Revised cost of development as a result of the amendment:	\$

Notes: You can ask Council for the original estimate provided with the original application.
You may be required to verify this estimate

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The Amendment

The application is to amend the existing planning permit by (select all that apply):

☐	Adding, changing, or deleting a matter for which the permit is required
☐	Deleting or amending conditions
☐	Changes to plans
☐	Adding or removing land from the existing permit

Existing conditions:

Describe how the land is used and developed currently:

Has there been a pre-application meeting: ☐ Yes ☐ No	Officer name:
Your application reference number:	

Application requirements and supporting documents

Required:

- Title to each property subject to the application (must have been generated within the past 30 days)
- Full copy of Covenants or Section 173 agreements if applicable, and details of beneficiaries if there is a proposal which would contravene, alter, or end a covenant or restriction.
- Supporting documents which are mandatory requirements of the Planning Scheme (e.g. – Native Vegetation Removal Report, Bushfire Management Statement, Geotechnical report/waiver)
- Plans as relevant to the proposal

Suggested, or subject to requirements of the scheme

- A report responding to the relevant application requirements and the policies and objectives of the East Gippsland Planning Scheme
- Supporting information/reports which are commonly considered with similar applications (e.g. – Land Capability Assessment, Bushfire Management Statement, Geotechnical report/waiver)

If you need more space or have more information, please attach with this form.

Payment of Application Fees

This application has an associated cost to be confirmed by a senior planning officer in accordance with the *Planning and Environment (Fees) Regulations 2016*. An invoice will be generated once the application has been assessed to confirm it is complete.

Who is the invoice to be made out to?

Invoice Recipient (Payer):	
Address	
	Postcode:
Email Address:	
Preferred Phone Number:	Secondary Number:

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Privacy Statement

The East Gippsland Shire Council asks for details about you to make decisions on planning permit applications. The information you give to us on this form is used for your application and is required for Council to make its decision under the *Planning and Environment Act 1987*. Sometimes we may provide a copy of this application form to another person, but only if it is for a legitimate purpose that is related to the planning process, or we are allowed by law, or to protect people or property. If your information is put onto Council's website or provided to another person, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. For instance, if requested by another person, after deciding that it is requested for a legitimate purpose, Council will obtain an undertaking from the recipient confirming how they will use your personal information and that they will destroy it once used.

You may ask for more information about Council's Privacy Policy by contacting our Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au. You can gain access to information you provided to us through the *Freedom of Information Act 1982*, more information about FOI is available on Council's website.

Declarations:

- ☐ I declare that I am the applicant and that all the information in this application is true and correct and the owner(s) (if not myself) has (have) been notified of the amended permit application.
- ☐ I confirm that I have authority to use the relevant documents.
- ☐ In the event that the giving of notice is required pursuant to Section 52 of the *Planning and Environment Act 1987*, I permit documents submitted as part of this application, including my full contact information, to be made available for public viewing on Council's website.
- ☐ In the event that the giving of notice is required pursuant to Section 52 of the *Planning and Environment Act 1987*, and I receive instructions to give notice to potentially affected parties, I confirm that I will destroy the instructions and personal information once the information is no longer necessary.
- ☐ I accept the East Gippsland Shire Council Privacy Statement.

Applicant signature:	
Name:	Date: ____/____/____

Contact Council



03 5153 9500



feedback@egipps.vic.gov.au



eastgippsland.vic.gov.au



PO Box 1618, Bairnsdale 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade