



Office Use Only

Application Number:

Amendment Type: Section 71 Section 72Date Lodged: / /

Application to Amend a Planning Permit

① Privacy Statement

Your application and the personal information on this form is collected by Central Goldfields Shire Council (the Shire) for the purposes of the planning process as set out in the Planning and Environment Act 1987 (PE Act).

If you do not provide your name and address, the Shire will not be able to consider your application. Your application will be available at the Shire offices for any person to inspect and copies may be made available on request to any person for the relevant period set out in the PE Act.

You must not submit any personal information or copyright material of third parties without their informed consent. By submitting the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright.

You can request access to your personal information by contacting the Shire Town Planning Department.

① Questions marked with a star (★) must be completed.**① This form cannot be used to amend a permit or part of a permit if the Victorian Civil and Administrative Tribunal (VCAT) has directed under section 85 of the Act that the responsible authority must not amend that permit or that part of the permit (as the case requires) or amend a permit issued by the Minister under Division 6 of Part 4 of the Act (these applications must be made to the Minister under section 97I of the Act).****① If the space provided on the form is insufficient, attach a separate sheet.**

The Land

Civic address of the land★

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

Formal land description★

① 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.:	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input type="radio"/> Plan of Subdivision	No.:
OR					
B	Crown Allotment No.:		Section No.:		
Parish/Township Name:					

Planning Permit Details

What permit is being amended? ★

Planning Permit No.:

The Amendment Proposal

What is the amendment being applied for? ★

① 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.

① You must give full details of the amendment being applied for. Insufficient or unclear information will delay your application.

This application seeks to amend:

What the permit allows

Plans endorsed under the permit

Current conditions of the permit

Other documents endorsed under the permit

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.

Development Cost

Estimated cost of development? ★

① If the permit allows **development**, estimate the cost difference between the development allowed by the permit and the development to be allowed by the amended permit.

Cost of proposed amended
development:

\$

Cost of the permitted
development:

–


\$

=

Cost difference (+ or –):

\$

Insert 'NA' if no development is proposed by the permit.

 You may be required to verify this estimate.

Existing Conditions

Describe how the land is used and developed now ★

① For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Have the conditions of the land changed since the time of the original permit application? Yes No
If yes, please provide details of the existing conditions.

Provide a plan of the existing conditions if the conditions have changed since the time of the original permit application. Photos are also helpful.

Title Information

Encumbrances on title ★

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', for example, restrictive covenants.

... CONTINUED ON OVERLEAF ...

Applicant and Owner Details

Applicant ★

- ① The applicant is the person who wants the permit.
- ① Please provide at least one contact phone number and a full postal address.
- ① Where the preferred contact person for the application is different from the applicant, provide the details of that person.

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:	
Contact person's details*		
Same as applicant <input type="checkbox"/>		
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:

Owner ★

- ① The person or organisation who owns the land.
- ① Where the owner is different from the applicant, provide the details of that person or organisation.

Name:			Same as applicant <input type="checkbox"/>
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:	
Owner's Signature (Optional):			Date:
			day / month / year

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:
	day / month / year

Checklist

Have you?

<input type="checkbox"/>	Filled in the form completely?	
<input type="checkbox"/>	Paid or included the application fee?	 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.
<input type="checkbox"/>	Attached all necessary supporting information and documents?	
<input type="checkbox"/>	Completed the relevant council planning permit checklist?	
<input type="checkbox"/>	Signed the declaration above?	

Need help with this application?

- ⓘ If you need help to complete this form, read More Information at the end of this form.
- ⓘ For help with a VicSmart application see Applicant's Guide to Lodging a VicSmart Application at www.planning.vic.gov.au
- ⓘ General information about the planning process is available at www.planning.vic.gov.au
- ⓘ Assistance can also be obtained from the Shire planning department.

Has there been a pre-application meeting with the Shire?

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

Lodgement

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

Central Goldfields Shire Council
PO Box 194, Maryborough VIC 3465
22 Nolan Street, Maryborough VIC 3465
Contact Information
Telephone: (03) 5461 0610
Fax: (03) 5461 0666
Email: mail@cgoldshire.vic.gov.au

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

Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address.

Payment

Payment can be made in person at the Shire offices by cheque, cash, or card.

If posting your application, payment can also be made by including a cheque with your application documentation.

For applications submitted by email or for those wishing to pay by card and unable to visit the Shire offices in person, card payment can be made over the telephone after your application has been lodged.

- ① Refer to the Shire Town Planning Schedule of Fees and Charges for a list of current town planning fees.
 - ① If you are unsure of the correct application fee, please contact the Shire Town Planning Department.
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