

# APPLICATION FOR SECONDARY CONSENT

## Request for minor changes to endorsed plans



Secondary Consent may be sought for minor alterations to endorsed plans that form part of a Planning Permit, provided the Permit includes the following (or a similar) condition:

- *The use and/or development as shown on the endorsed plan(s) must not be altered without the written consent of the Responsible Authority*

A Secondary Consent proposal must also meet the following conditions:

1. *The proposal cannot transform the permit to a use or development that was not previously considered and approved;*
2. *The proposal cannot approve changes that require a planning permit or which are contrary to any specific condition in the original permit.*
3. *The description of what is allowed by the permit cannot be altered by Secondary Consent.*
4. *The permit conditions cannot be varied or deleted by Secondary Consent.*
5. *There is no provision for public consultation or advertising. As such the Secondary Consent provision is not appropriate where the changes may result in material detriment to the surrounding area.*

The Responsible Authority reserves the right to not approve the proposed amendment under Secondary Consent if it considers that the amendments contradict any of the above criteria. If it is decided that the changes cannot be approved under Secondary Consent, a Planning Officer will advise you how to apply for a permit amendment or a new permit.

If the proposed changes do not meet the above requirements, please contact Statutory Planning on 9518 3555.

**CURRENT PERMIT DETAILS \* please enter a valid email address**

Planning Permit No.:	
Address:	

**APPLICANT FOR SECONDARY CONSENT**

Name:					
Organisation (if applicable):					
Postal Address:				Postcode:	
Telephone No.	(H)		(W)		(M)
*Email Address					

**CONTACT (IF DIFFERENT TO APPLICANT)**

Name:					
Organisation (if applicable):					
Postal Address:				Postcode:	
Telephone No.	(H)		(W)		(M)
*Email Address:					

**OWNER OR OCCUPIER DETAILS (IF DIFFERENT TO APPLICANT)**

Name:					
Postal Address:					

Telephone No. (H)		(W)		(M)	
*Email Address:					

**DEVELOPMENT DETAILS**

Has the use or development approved by the permit commenced? (circle) <b>YES or NO</b>	-
If no, have endorsed plans been issued for the development?	-
What is the latest date of the endorsed plans	Date :
Has the use or development approved by the permit been completed? <b>YES or NO</b>	-

**DETAILS OF PROPOSED CHANGES:**

*List or attach changes that are being applied for and highlight changes on corresponding plans if applicable – three copies of the plans must be submitted with this application.*

**REQUIRED DOCUMENT WITH APPLICATION**



One copy of amended plans clearly highlighting the proposed changes	<input type="checkbox"/>
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**APPLICATION FEE** (Payable on lodgement)

Secondary Consent fee paid	<b>YES or NO</b>	-
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**DECLARATION:** This form must be signed. Complete box A, B or C.

<b>A.</b> I declare that I am the Applicant and Owner of this land and that all information given is true and correct.	Owner/ Applicant signature:	Date:
<b>B.</b> I am the Owner of the land. I have seen this application. I/We the Applicant declare that all information given is true and correct.	Owner signature: Applicant signature:	Date: Date:
<b>C.</b> I / We the Applicant declare that I / We have notified the owner about this application and that all information given is true and correct.	Applicant signature:	Date:

<b>Please forward this form to:</b>	E-mail: mail@monash.vic.gov.au Mail: PO Box 1 Glen Waverley VIC 3150 In person: 293 Springvale Road, Glen Waverley
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Office Use Only: File allocated to \_\_\_\_\_ Date \_\_\_\_\_

The personal information on this form is collected by Monash City Council for the purposes of the planning process, as set out in the Planning and Environment Act 1987.