

# Application to Amend a Planning Permit

Planning Enquiries  
Phone: (03) 9518 3555  
Web: [www.monash.vic.gov.au](http://www.monash.vic.gov.au)

Use this form to make an application to amend a planning permit under section 72 of the *Planning and Environment Act 1987* and to provide the information required by section 47 of the Act and regulation 16 of the Planning and Environment Regulations 2005.

**▲ Privacy notice** Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process in accordance with section 51 of the *Planning and Environment Act 1987*. If you have any concerns, please contact Council's planning department.

If the space provided on this form is insufficient, please attach a separate sheet

## Need help with the application?

If you need help to complete this form, read *How to complete the Application to Amend a Planning Permit form*. For more information about the planning process, refer to *Planning: a Short Guide*. These documents are available from your local council, or at [www.dpcd.vic.gov.au/planning](http://www.dpcd.vic.gov.au/planning).

Contact council to discuss the specific requirements for this application. Insufficient or unclear information may delay your application.

- ① Has there been a pre-application meeting with a council officer?

☐ Yes ☒ No

If yes, with whom?:

Date: DD / MM / YYYY

## The land

- ② Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address

Street No.:	Street Name:
170-174	Highbury Road
Suburb/Locality:	Postcode:
Mount Waverley	3149

Formal Land Description

▲ This information can be found on the certificate of title.

Lot No.:	on Lodged Plan, Title Plan or Subdivision Plan No.:
797	Parent title 08243
OR	
Crown Allotment No.:	Section No.:
	Parish Name:

- ③ Title information.

☒ Attach a full, current copy of title information for each individual parcel of land, forming the subject site.

- ④ Describe how the land is used and developed now.

eg. single dwelling, three dwellings, shop, factory, medical centre with two practitioners, licensed restaurant with 80 seats.

Vacant
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- ⑤ Plan of the land.

☒ Attach a plan of the existing conditions. Photos are also helpful.



## The amendment proposal

**⚠** You must give full details of the permit being amended and the amendment being applied for. If you do not give enough detail or an adequate description of the proposal you will be asked for more information. This will delay your application.

**6 a. What permit is being amended?**

Include the permit number and what the permit allows.

TPA/40955/A

Development of x3 storey building with basement car parking, medical + child care centre, cake + dwellings

**b. What is the amendment being applied for?**

Describe the changes proposed to the permit including any changes to the plans or to any other documents included in the permit.

Detail any changes sought to what the permit allows.

Additional 4<sup>th</sup> level

Detail any changes sought to the current conditions of the permit.

Detail any changes sought to the plans or to any other documents endorsed under the permit.

**c. Why is the amendment required?**

State the reasons for the change.

Request from client

**7 Additional information about the proposal.**

Contact council or refer to council planning permit checklists for more information about council's requirements.

☒ Attach additional information providing details of the proposal, including:

- ☐ Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.
- ☐ Plans showing the layout and details of the proposal.
- ☐ If required, a description of the likely effect of the proposal (eg. traffic, noise, environmental impacts).

**8 Encumbrances on title.**

Encumbrances are identified on the certificate of title.

Is the land affected by an encumbrance such as a restrictive covenant, section 173 agreement or other obligation on title such as an easement or building envelope?

☒ No, go to 9.

☐ Yes, ☒ Attach a copy of the document (instrument) specifying the details of the encumbrance.

☐ Does the proposal breach, in any way, the encumbrance on title?

☐ No, go to 9.

☐ Yes, contact council for advice on how to proceed before continuing with this application.

**⚠ Note**

Council must not grant an amendment to permit that authorises anything that would result in a breach of a registered restrictive covenant (sections 61(4) and 62 of the Planning and Environment Act 1987).

Contact council and/or an appropriately qualified person for advice.



## Costs of buildings and works/permit fee

Most applications require a fee to be paid. Contact council to determine the appropriate fee.

- ⑨ If the permit allows development, state the estimated cost difference between the development allowed by the permit and the development to be allowed by the amended permit.
- ⑩ Do you require a receipt for the amendment to permit fee?

Cost \$ 1.2 million

⚠ You may be required to verify this estimate.

Note: If the estimated cost of the development to be allowed by the amended permit is less than the estimated cost of the development allowed by the permit, show it as a negative number (see *How to complete the Application to Amend a Planning Permit* form for examples).

☒ Yes ☐ No

## Contact, applicant and owner details

- ⑪ Provide details of the contact, applicant and owner of the land.

### Contact

The person you want Council to communicate with about the application.

Name:	<u>Andrew Clarke</u>		
Organisation (if applicable):	<b>CLARKE PLANNING</b>		
Postal address:	<u>11 Stewart Street</u> <u>Yarraville Vic 3013</u>		
	Postcode:	<u>3</u>	<u>0</u>
Contact phone:	<u>8354 7977</u>	<input type="checkbox"/>	Indicate preferred contact method
Mobile phone:		<input type="checkbox"/>	
Email:	<u>andrew@clarkeplanning.com.au</u>	<input checked="" type="checkbox"/>	
Fax:		<input type="checkbox"/>	

### Applicant

The person or organisation who wants the amendment to permit.

<input type="checkbox"/> Same as contact. If not, complete details below.			
Name:	<u>Jim Nicolazzo</u>		
Organisation (if applicable):	<u>Preveza Enterprises Pty Ltd</u>		
Postal address:	<u>1 Goble Street</u> <u>Niddrie</u>		
	Postcode:	<u>3</u>	<u>0</u>

### Owner

The person or organisation who owns the land.

<input type="checkbox"/> Same as contact	<input checked="" type="checkbox"/> Same as applicant		
Where the owner is different from the applicant or contact, provide the name of the person or organisation who owns the land.			
Name (if applicable):			
Organisation (if applicable):			
Postal address:			
	Postcode:	<u>3</u>	<u>0</u>



## Checklist

12 Have you?

- ☒ Filled in the form completely?
- ☒ Paid or included the application fee?
- ☒ Attached all necessary supporting information and documents?
- ☐ Completed the relevant council checklist?
- ☒ Signed the declaration below?

## Declaration

13 This form must be signed.  
Complete one of A, B or C

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

### A Owner/Applicant

I declare that I am the applicant and owner of the land and all the information in this application is true and correct.

Signature

Date: DD / MM / YYYY

### B Owner

I declare that I am the owner of the land and I have seen this application.

Signature

Date: DD / MM / YYYY

### Applicant

I declare that I am the applicant and all of the information in this application is true and correct.

Signature

Date: DD / MM / YYYY

### C Applicant

I declare that I am the applicant and:

- I have notified the owner about this application;
- and all the information in this application is true and correct.

Signature

Date: 29 / 08 / 2016

## Lodgement

Lodge the completed and signed form and all documents with:

Monash City Council  
PO Box 1, GLEN WAVERLEY VIC 3150  
Civic Centre, 293 Springvale Road, GLEN WAVERLEY VIC 3150  
Telephone: (03) 9518 3555  
Fax: (03) 9518 3444  
Email: mail@monash.vic.gov.au  
TTY: (03) 9518 3655

For help or more information