



SUBMISSION OF DOCUMENTS AND PLANS

Planning and Building Department
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Privacy Notification

The personal information requested on this form is collected for planning purposes in accordance with the *Planning & Environment Act 1987* (the *Act*). If you fail to provide contact details your submission will not be considered. All information collected as part of a permit application will be made available for public inspection in accordance with Section 51 of the *Act*, unless you specifically request confidentiality.

PLEASE PRINT CLEARLY

Office Use Only

Date Received	
Administration Officer	
Planning Officer	
Fee	
HPRM Reference:	/

Planning Permit or Planning Application Details

Planning Permit or Application Number this submission relates to: _____

- Response to a Further Information Request** under Section 54 of the *Act*.
- Satisfying permit condition/s.** An administration fee of \$150 per additional review. (This does not apply to the first submission)
The submitted information relates to Condition(s): _____
 - Describe fully the proposed changes required by the Planning Permit condition/s and clearly highlight the amendments on the submitted plans or documents.
 - Three (3) copies of plans or documents and an electronic copy or at least one (1) copy must be reduced to A3 size.
- Construction Management Plan.** An administration fee of \$220 per additional review. (This does not apply to the first submission)
 - Two (2) copies of plans or documents and an electronic copy saved in a media storage device.

PLEASE NOTE:
(Applicable to a submission in response to permit condition/s only)

Any amendments included on a submission other than those required by (or as a direct consequence of) the Planning Permit condition/s cannot be approved as part of this review. A separate amendment application submitted under Section 72 of the *Act* will need to be made and an additional amendment fee is payable for each amendment request.

The Land

Address of the land this submission relates to

Street No: _____ Level: _____
 Unit No: _____ Street Name: _____
 Suburb: _____ Postcode _____

Applicant Name and Contact Details

The person you want Council to communicate with

Name: _____
 Organisation: _____
 Postal Address: _____
 _____ Postcode _____
 Mobile phone: _____ Fax: _____
 Email address: _____ @ _____

Declaration

This form **MUST** be signed

I declare that I am the applicant and/or owner and:

- all the information in this application is true and correct;
- that only amendments made are those required by permit condition/s (this only applies to submission in response to permit condition/s).

Name: _____

Signature: X

Date: _____ / _____ / _____

PLEASE NOTE: It is against the law to provide false or misleading information, which could result in a fine.