

ORIGINAL PERMIT NUMBER:
(Write your Permit number here, if known)

OFFICE USE ONLY
DATE RECEIVED:



DECLARATION FOR AMENDMENT (REVISION) TO AN APPLICATION TO AMEND A PERMIT

Planning and Environment Act 1987 Sections 50 & 50A & 57A

**NOTE: Council's preferred lodgement method is paperless via our online portal www.stonnington.vic.gov.au/eplanning
If lodging in paper, please print clearly and read the notes on the back before completing this form.**

THE APPLICANT: Who is making this amendment?

APPLICANT:		PHONE:	
C/- PREFERRED CONTACT (IF APPLICABLE)		FAX:	
ADDRESS:		EMAIL:	

LAND AFFECTED BY THIS APPLICATION

ADDRESS:			
LOT NO.		PLAN OF SUBDIVISION:	
TITLE DETAILS:		VOLUME:	FOLIO:

THE REVISIONS: what changes are being requested since lodging the original application (attach letter if required)

ANY MATERIAL SUBMITTED WITH AN APPLICATION INCLUDING PLANS WILL BE MADE AVAILABLE FOR PUBLIC VIEW AND COPIES MAY BE MADE TO INTERESTED PARTIES FOR THE SOLE PURPOSE OF ENABLING CONSIDERATION AND REVIEW AS PART OF A PLANNING PROCESS UNDER THE PLANNING AND ENVIRONMENT ACT 1987

THE COST OF THE DEVELOPMENT - state the estimated cost of the proposed amended development.

NOTE: you may be required to verify this estimate and pay the relevant amendment fee – see attached schedule.	\$
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THE OWNER: The owner must be notified of these proposed changes. Give the name and address of the owner of the land (not c/- the applicant or consultant)

Name:	Phone during business hours:
Address:	

DECLARATION

This form must be signed

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 all the information in this submission is true and correct and the owner (if not myself) has been advised of the amendment to the application.

In accordance with the Planning and Environment Act 1987, for the purpose of enabling consideration and review as part of a planning process, I consent to any material submitted, including plans and personal information, being made available for public viewing and copying (including electronically) to any interested parties – see over for privacy collection notice.

Name:

I am the (tick all that apply)

Owner

Applicant

Signature:

Signature:

Date:

HOW TO AMEND AN APPLICATION TO AMEND A PLANNING PERMIT

Section 50. Amendment to application at request of the applicant before notice

- (1) An applicant may ask the responsible authority to amend an application before notice of the application is first given under section 52.
- (2) An amendment to an application may include—
 - (a) an amendment to the use or development mentioned in the application; and
 - (b) an amendment to the description of land to which the application applies; and an amendment to any plans and other documents forming part of or accompanying the application.
- (3) A request under this section must—
 - (a) be accompanied by the prescribed fee (if any); and
 - (b) be accompanied by any information or document referred to in section 47(1)(c) to 47(1)(e) that relates to the proposed amendment to the application and that was not provided with the original application; and
 - (c) if the applicant is not the owner of the land to which the application applies, be signed by the owner or include a declaration by the applicant, that the applicant has notified the owner about the request.
- (4) Subject to sub-section (5), the responsible authority must amend the application in accordance with the request.
- (5) The responsible authority may refuse to amend the application if it considers that the amendment is so substantial that a new application for a permit should be made.
- (6) The responsible authority must make a note in the register if any amendment is made to an application under this section.
- (7) On the amendment of an application under this section, the amended application is to be taken—
 - (a) to be the application for the purposes of this Act; and
 - (b) to have been received on the day that the request for amendment was received by the responsible authority.

50A. Amendment of application by responsible authority before notice

- (1) With the agreement of the applicant and after giving notice to the owner, the responsible authority may make any amendments to an application that it thinks necessary before notice of the application is first given under section 52.
- (2) An amendment to an application may include—
 - (a) an amendment to the use or development mentioned in the application; and
 - (b) an amendment to the description of land to which the application applies; and
 - (c) an amendment to any plans and other documents forming part of or accompanying the application.
- (3) The responsible authority may require the applicant—
 - (a) to notify the owner under sub-section (1); and
 - (b) to make a declaration that that notice has been given.
- (4) The responsible authority must make a note in the register if any amendment is made to an application under this section.
- (5) On the amendment of an application under this section, the amended application is to be taken—
 - (a) to be the application for the purposes of this Act; and
 - (b) to have been received on the day that the applicant agreed to the amendment.

57A. Amendments to application after notice of application is given

- (1) An applicant may ask the responsible authority to amend an application after notice of the application is given under section 52.
- (2) An amendment to an application may include—
 - (a) an amendment to the use or development mentioned in the application; and
 - (b) an amendment to the description of land to which the application applies; and
 - (c) an amendment to any plans and other documents forming part of or accompanying the application.
- (3) A request under this section must—
 - (a) be accompanied by the prescribed fee (if any); and
 - (b) be accompanied by any information or document referred to in section 47(1)(c) to 47(1)(e) that relates to the proposed amendment to the application and that was not provided with the original application; and
 - (c) if the applicant is not the owner of the land to which the application applies, be signed by the owner or include a declaration by the applicant that the applicant has notified the owner about the request.
- (4) Subject to sub-section (5), the responsible authority must amend the application in accordance with the request.
- (5) The responsible authority may refuse to amend the application if it considers that the amendment is so substantial that a new application for a permit should be made.
- (6) The responsible authority must make a note in the register if any amendment is made to an application under this section.
- (7) On the amendment of an application under this section—
 - (a) the amended application is to be taken—
 - (i) to be the application for the purposes of this Act; and
 - (ii) to have been received on the day that the request for amendment was received by the responsible authority; and
 - (b) all objections made in relation to the original application are to be taken to be objections to the amended application.
- (8) Nothing in this section affects any right a person may have to make a request under section 87 or 89 in respect of anything done or not done in relation to the original application.
- 9) Sections 52 and 55 do not apply to an amended application.

REMEMBER it is against the law to give false or misleading information. You may receive a heavy fine and your permit may be cancelled.

PRIVACY COLLECTION NOTICE:

In accordance with the Planning & Environment Act 1987, for the purpose of enabling consideration and review as part of a planning process, Council collects your name, contact details and signature (**Personal Information**), including any material submitted such as plans and other documents.

The information you provide will be used for the following purposes:

- correspond with you about your permit application
- be made available for public viewing and copying (including electronically) to any interested parties - this may be a notice onsite, in a newspaper, online via ePlanning and/or by post
- if necessary, forward your application to a Statutory Referral Authority, to other Council departments and report on it or applications more generally
- be recorded in the permit register (no name or personal details are visible in the online register).

If you do not provide your Personal Information your application will be deemed invalid.

If you wish to access or alter any of the Personal Information that you have supplied to Stonnington City Council, please contact Council's Privacy Officer by telephoning 03 8290 1333 or emailing council@stonnington.vic.gov.au. For more information about how Council handles Personal Information, please refer to our [Privacy Policy](#).

PLANNING SCHEDULE OF PERMIT AMENDMENT REVISION FEES UNDER SECTION 57A

Fees as of 1 July 2022

(In accordance with the Monetary Units Act 2004, the fee unit for the 2022-23 financial year is: \$15.29 and rounded to nearest 10c.)

- b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a permit after notice is given is **40% of the application fee for that class of permit set out in the Table at regulation 11** and any additional fee under c) below
- c) If an application to amend an application for a permit or amend an application to amend a permit has the effect of changing the class of that permit to a new class, having a higher application fee set out in the Table to regulation 9, the applicant must pay an additional fee being the difference the original class of application and the amended class of permit

Reg 12	Type of Permit Amendment	S57A Fee
Class 1	Amendment to a permit to change the use of the land allowed by the permit or allow a new use of the land	\$544.30
Class 2	Application to amend a permit (other than a permit to develop land for a single dwelling per lot, use & develop land for a single dwelling per lot, or to undertake development ancillary to the use of land for a single dwelling per lot) to: To change the statement of what the permit allows or To change any or all of the conditions	\$544.30
Reg 12	SINGLE DWELLINGS If the estimated cost of any additional development to be permitted by the amendment is:	S57A Fee
Class 3	\$10 000 or less	\$82.60
Class 4	More than \$10 000 and not more than \$100 000	\$259.90
Class 5	More than \$100 000 and not more than \$500 000	\$532.10
Class 6	More than \$500 000 and not more than \$2 000 000	\$574.90
Reg 12	OTHER DEVELOPMENT If the estimated cost of any additional development to be permitted by the amendment is:	S57A Fee
Class 11	\$100 000 or less	\$474.00
Class 12	More than \$100 000 and not more than \$1 000 000	\$639.10
Class 13	More than \$1 000 000	\$1,409.70
Reg 12	SUBDIVISION	S57A Fee
Class 14	Amendment to a class 17 permit (to subdivide an existing building (other than a class 9 permit)	\$544.30
Class 15	Amendment to a class 18 permit (to subdivide land into two lots (other than a class 9 or class 17 permit)	\$544.30
Class 16	Amendment to a class 19 permit (realignment of a common boundary or consolidate two or more lots other than a class 9 permit)	\$544.30
Class 17	Amendment to a class 20 permit (subdivide land other than a class 9, class 17, class 18 or class 19 permit) per 100 lots created	\$544.30
Class 18	Amendment to a class 21 permit (create, vary or remove a restriction, create or remove a right of way, create, vary or remove an easement other than a right of way; or vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.	\$544.30
Reg 12	OTHER APPLICABLE FEES	S57A Fee
Class 19	Amendment to a class 22 permit - A permit not otherwise provided for in the regulation	\$544.30

Send the completed form and all the documents to the Responsible Authority:

STONNINGTON CITY COUNCIL – STATUTORY PLANNING UNIT
PO BOX 58 MALVERN 3144 / 311 GLENFERRIE ROAD, MALVERN VIC 3144

COUNCIL@STONNINGTON.VIC.GOV.AU
WWW.STONNINGTON.VIC.GOV.AU/PLANNING