



Request to amend a Planning Application **before** notice has been given

Planning Enquiries
Phone: (03) 5871 9222
Web: <http://www.moirā.vic.gov.au>

Planning application number and address of land

Applicant Details

Name
Organisation (if applicable)

I request that the Moirā Shire amend the above planning application under Section 50 of the Planning & Environment Act 1987.

The application is to be amended by the following: *(tick the applicable box and provide details)*

- ☐ An amendment to the use or development mentioned in the application;
- ☐ An amendment to the description of the application;
- ☐ An amendment to the description of land to which the application applies;
- ☐ An amendment to any plans and/or other documents forming part of, or accompanying the application.

Details of the amendment:

Declaration

I declare that I am the applicant and that all changes to the application have been listed as part of the amended proposal and that the owner (if not myself) has been notified of the amended application.

Signature:

Date:

INFORMATION REGARDING AN AMENDMENT UNDER SECTION 50

Section 50 of the Planning & Environment Act 1987 states:

Amendment to application at request of 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*
 - 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 subsection (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.*

Lodge the completed and signed form, any supporting documents and payment at:

By email:

info@moira.vic.gov.au

In person or mail:

PO Box 578
COBRAM VIC 3644

Collection Statement

Your application and the personal information requested on this form is being collected by Moira Shire Council for the purposes of the planning process as set out in the *Planning and Environment Act 1987*.

If the personal information is not provided in your application it may result in the application not being accepted, lapsing or being refused.

The personal information will be used for the following purposes:

- correspond with you about your planning permit application
- if necessary, notify affected parties who may wish to inspect your application, this may include, placing a notice of application on the subject site, sending a notice of application by post or on-line
- for any other directly related, or reasonably related purposes.

The information you provide will be made available:

- on-line on Council's website commencing from public notice of the application until the application process has concluded
- on Council's Planning Permit Application register
- to any person who may wish to inspect your application until the application process has concluded, including any review at the Victorian Civil and Administrative Tribunal
- to relevant officers within Council and other pertinent Government agencies directly involved in the Planning process
- to persons accessing information in accordance with the Public Records Act 1973, Planning and Environment Act 1987, the Freedom of Information Act 1982 or
- if required by other law.

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 find out more about how we protect your information by viewing our Privacy Statement on our website www.moira.vic.gov.au. If you wish to access or alter any of the personal information you have provided, please contact Council (03) 5871 9222 or email info@moira.vic.gov.au