

**EXTENSION OF TIME
Request Form**

Privacy Information

The personal information requested on this form is being collected by Council for the purposes of enabling you to apply for an Extension of Time. The personal information will be used solely by Council for this primary purpose or directly related purposes. The applicant understands that the personal information provided is for these purposes. Under some circumstances the personal information disclosed will be made available to the public, as required by the Planning and Environment Act 1987 or other legislation. Your decision not to provide your personal information will impede our ability to engage with you regarding this application.

ORIGINAL PLANNING PERMIT

Permit Number:

Date Issued:

Address of Land:

The Permit Allows:

THE APPLICANT

Name:

Organisation:

Address:

Contact Phone Number:

Email:

Are you the owner of the land?

Yes

**No

Refer to page 3

Are you the occupier of the land?

Yes

No

**** Note:** Applicant is not the owner - to comply with Section 69 of the Act, please supply written owner consent to support your application.

Have you paid the extension of time application fee?

Yes

No

EXTENSION DETAILS

Has the use and/or development allowed for by the permit commenced?

Yes

No

Pursuant to Section 69 of the Planning and Environment Act 1987, I wish to apply for an extension of time for the above permit in which to:

Commence the development/use

Complete the development

For a period of _____ year/s

Why is the extension of time required?

(Please provide valid / relevant reasons for requested extension and supporting documents. Questions on the following page may assist you in answering this question).

What occurred to prevent the landowner acting upon the permit?

(If finance is an issue that has prevented the permit being acted upon, then you must provide documentation to support this)

Has a Building Permit been issued and/or has a builder been appointed?

(If yes, please provide a copy of the permit and/or documentation showing the appointment of a builder).

When will the works approved by the permit commence and be completed?

DECLARATION TO BE COMPLETED FOR APPLICATIONS

I declare that all information I have given is true and correct to the best of my knowledge:

Applicant Signature: _____

Date: _____

OWNER CONSENT FORM

An application under Section 69 of the Act (Extension of Time) must be made by the owner or occupier of the land. If not the owner/occupier, you must have written consent to act on behalf of the owner/occupier. Please note: Council has no jurisdiction to extend the permit if this request is made outside six months of the permit expiry date, or twelve months of the permit expiry date if the permit is for development and the development has been lawfully commenced.

Please note: This form is only required to be filled if the Applicant is not the owner of the property that the extension of time to a permit application is for.

Please provide a **current copy of title (obtained within 3 months)** with the completed owner consent form at time of lodgement to prevent delays during assessment.

THE OWNER

Name / Organisation:

Address:

Contact Phone Number:

Email:

I, _____ confirm that I am the current owner

of address: _____.

I give permission for the submission of an extension to a planning permit application for my property.

DECLARATION TO BE COMPLETED BY THE OWNER

I declare that all information I have given is true and correct to the best of my knowledge:

Owner Signature: _____

Date: _____