



**AMENDMENT TO AN APPLICATION FOR A PLANNING PERMIT - Request Form  
 (before permit is issued)**

**Privacy Information:** Any material submitted with this application, including plans and personal information, will be available for public viewing, including electronically, and copies may be made to interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987.  
**Requests for access to and/or amendment of the information provided may be made to Council's Privacy Officer on: 9688 0200.**

**DETAILS OF APPLICATION TO BE AMENDED**

<b>Application Number:</b>	<b>Address of Land :</b>
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Under what section of the Planning and Environment Act 1987, is the amendment being sought:  
 Section 50 – Amendment to the application prior to notice  
 Section 57A – Amendment to the application after notice *(Note – A fee of 40% of the original application fee is required with this request)*

**THE APPLICANT**

<b>Name:</b>	<b>Organisation:</b>
<b>Address:</b>	
<b>Contact Phone Number:</b>	
<b>Email:</b>	
<b>Are you the applicant of the original planning permit application?</b> <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <i>(Note: Only the applicant of the original planning permit application may ask Council to amend the application)</i>	

**DETAILS OF THE PROPOSED CHANGES**

Is there a change to the description of the land?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
Is there a change to the plans and/or other documents submitted with the application?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
Is there a change to the use and/or development of the land?	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>

**List in detail the proposed changes (This can be listed on a separate page)**

**DECLARATION TO BE COMPLETED FOR APPLICATIONS**

<b>I declare that all information I have given is true.</b>	<b>Applicant Signature:</b> ..... <b>Date:</b> .....
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## HOW TO REQUEST FOR AMENDMENT TO AN APPLICATION FOR PLANNING PERMIT

ALL OF THE INFORMATION OUTLINED BELOW MUST ACCOMPANY THIS APPLICATION.

### **ALL REQUESTS SUBMIT:**

1. Application form
2. A written statement detailing all alterations/amendment proposed
3. Application fee if required

### **If you are amending the description of the land, please submit:**

1. Provide the street number, street name, town, postcode, the lot number and lodged plan number or other title particulars
2. If you attach a plan, include:
  - The boundaries of the land and their measures;
  - The street it faces, the nearest intersecting street, the distance from this street and the name of all streets on the plan;
  - Reasons for the amendment

### **If you are amending the use and/or development of the land, please submit:**

1. Details of the changes to the use and development of the land;
2. Reasons for wishing to amend the use and/or development;

### **If you are amending the plans, please submit:**

1. An electronic copy of the plans (coloured to highlight the proposed amendments):
  - Site plan of the existing site and all amendments that are proposed;
  - Floor plans showing existing conditions, and all proposed amendments;
  - Elevation plans of the existing proposal, and all proposed amendments.