Submission to Planning

**Records use only**

Application form

***This form has been developed to assist in the submission process for all parties concerned.***

 ***It is not a requirement that this form be used; however, if you do choose to use this form and there is not enough space, you may add further pages.***

**Please note that in accordance with the requirements of the Planning & Environment Act 1987, your lodged submission will be made available to any persons for the purpose of enabling consideration and review as part of the planning permit process**.

**Details of the planning permit application you are submitting to:**

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| --- |
| Application number: |
| Address of subject land: |
| Description of proposal:(What is application for?) |
| Name of applicant: |

Prior to completing this

form, it is suggested you

inspect the application at

one of Council’s offices as

specified on the notice of

application.

**Submitter’s Details**

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| --- |
| Name:   |
| Postal Address:   |
| Home no: | Work No: |
| Fax no: | Mobile No: |
| Email address: |
| Do you own or occupy land near the subject land? Yes No |
| Street address: (if same as your postal address write ‘as above’) |

Your details

**Details of Submission**

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|  Support Submission Objection For Comment  (not opposed nor in support) |
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 *Continued overleaf*

State reasons for

submission and how you

would be affected by the

granting of the permit

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|  Details of submission continued:  |
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| If you have concerns with the application, are there any changes that could be made to the proposal that would address these concerns? Yes No |
| If Yes, what changes would you suggest to satisfy your concerns? |
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| --- | --- |
| **Signed:**  | **Date:** |

|  |  |
| --- | --- |
| **By Mail:** Murrindindi Shire CouncilPO Box 138ALEXANDRA VIC 3714 | **In Person:**Alexandra Office: 28 Perkins Street, AlexandraKinglake Office:19 Whittlesea-Kinglake Road, KinglakeYea Office: Civic Centre, Semi Circle, Yea |
| **By Email:**planning@murrindindi.vic.gov.au |
| **Contact details:** Telephone: (03) 5772 0317 |

**Lodgement**

Lodge the completed and

signed form within the date

shown on the public notice

to Council’s Alexandra

office to ensure your

submission is considered.

***NOTE: Submissions must be received at the Alexandra office by the deciding date advertised to ensure your submission is considered. If lodging your submission at either the Yea or Kinglake office it is advised that you request your submission be emailed through to the Alexandra office and that it is brought to the attention of staff there.***

* If you are objecting to a permit application you must state the reasons why and say how you would be

affected by the granting of a permit.

* If you lodge a submission, it will be acknowledged in writing by the Responsible Authority.
* If you object and then after discussions your concerns have been addressed, the Responsible Authority

must still consider your objection unless you otherwise withdraw this objection in writing.

* The Responsible Authority will not decide on the application until after the date as shown on the notice of application you may have received or as displayed on site or in a local newspaper.
* If, despite your objection, the Responsible Authority approves the granting of the permit, you can appeal

the decision at the Victorian Civil and Administrative Tribunal (VCAT) as per the advice outlined on the back of the Notice of Decision that you will receive as an objector.

* If the Responsible Authority refuses the application, the applicant can also seek a review and appeal the decision at the Victorian Civil and Administrative Tribunal (VCAT).