


If you need help to complete this form, read MORE INFORMATION at the end of this form.

 The City of Greater Geelong is committed to protecting your privacy. The personal information requested on this form is being collected by the City of Greater Geelong for the purpose of assessing planning permit applications, parts of which are set out in the *Planning and Environment Act 1987*.


The personal information will be used for the following purposes:


- Correspond with you about your permit application.
- If necessary, notify affected parties who may wish to inspect your application so that they can respond- this may be a notice onsite, a notice online, a notice in the newspaper and/or by post.
- Or for any other directly related or reasonably related purposes.

The information you provide will be made available:

- Online on the City's website during the public notice period of the application.
- On the City's permit register.
- To any person who may wish to inspect your application until the application process is concluded, including any review at the Victorian Civil and Administrative Tribunal.
- To the relevant officers within the City 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* or the *Freedom of Information Act 1982*.

It will not be disclosed to any other external party without your consent unless required or authorised by law. If the personal information is not collected, we may not be able to process your application. If you wish to access or alter any of the personal information you have supplied to the City of Greater Geelong, please contact the Planning Department on 5272 4456 or via email [statplanning@geelongcity.vic.gov.au](mailto:statplanning@geelongcity.vic.gov.au)

 Questions marked with an asterisk (\*) must be completed.

 If the space provided on the form is insufficient, please attach a separate sheet

The owner of land, or a person who has entered into an agreement under Section 173 in anticipation of becoming the owner of land, may apply to the Responsible Authority for agreement to a proposal:

- To amend an agreement in respect of that land; or
- To end an agreement in respect of that land, wholly or in part or as to any part of that land.


## The Land Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

### Street Address \*

Unit No.:	Street No.:	Street Name:
Suburb/Locality:		Postcode:

### Formal Land Description \*

Complete either A or B.

 This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A	Lot No.:	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input type="radio"/> Plan of Subdivision	No.:
<b>OR</b>					
B	Crown Allotment No.:		Section No.:		
Parish/Township Name:					

## Applicant Details

### Applicant \*

Name		
Title:	First Name:	Surname:
Organisation (if applicable):		
Postal Address		If it is a P.O. Box, enter the details here
Unit No.:	St. No.:	St. Name:
Suburb/Locality:	State:	Postcode:

As the applicant, I give my consent for my name, address and signature to be publicly available for the purposes of the *Planning and Environment Act 1987* and may only be used for those purposes.

Signature:	Date:
	day / month / year



## Applicant/Contact and Owner Details

**Please provide at least one contact phone number \***

Business Phone:	Mobile Phone:
Email:	

### Owner \*

The person or organisation who owns the land

*Where the owner is different from the applicant, provide the details of that person or organisation.*

<b>Owner's details</b>			Same as Applicant <input type="checkbox"/>
Title:	First Name:	Surname:	
Organisation (if applicable):			
Unit No.:	St. No.:	St. Name:	
Suburb/Locality:		State:	Postcode:
Owner's Signature (Optional):			Date: day / month / year



## Related Permit Details

**Related Permit No.:**

(if applicable)

Planning Permit No.:

Permit Address:

## Description of Agreement

Clearly identify the Agreement proposed to be amended, ended, or ended in part, and the purpose of that agreement. \*

A full copy of the existing agreement must be supplied with this application.


## Details of Application Please complete either **A or B** \*

**A:** Proposal to Amend an Agreement

**Clearly describe the proposed amendment, the purpose of the proposed amendment and any change in circumstances that necessitates the proposed amendment (attach further documentation if necessary)**

**B:** Proposal to End an Agreement, in whole or part

**Clearly describe the parts of the Agreement proposed to be ended and/or why the agreement is no longer required**

 Attach further documentation if necessary



# Required Information Checklist

Documentation attached? \*

A fully completed application form	<input type="checkbox"/>
A full current copy of title (the title must be clearly legible and <u>less than 30 days old</u> )	<input type="checkbox"/>
For amendments, a copy of the proposed Section 173 Agreement	<input type="checkbox"/>

## Declaration

This form must be signed. Complete box A or B \*

<b>A</b>	I declare that I am the Applicant and Owner of this land and that all information given is true and correct.	Owner / Applicant signature:	Date:
<b>B</b>	I/We the Applicant declare that I/We have notified the Owner about this application and that all information given is true and correct.	Applicant Signature:	Date:

## Lodgement

Lodge the completed and signed form and all documents with:

City of Greater Geelong  
 PO Box 104  
 Geelong VIC 3220

100 Brougham Street  
 Geelong VIC 3220

**Contact information:**  
 Phone: (03) 5272 4456  
[statplanning@geelongcity.vic.gov.au](mailto:statplanning@geelongcity.vic.gov.au)

**Deliver application in person, by post or by electronic lodgement.**

**Please Note:**

1. You must be the owner of the land burdened by the Section 173 Agreement, or a person who has entered into an Agreement in anticipation of becoming the owner of the land burdened, to make this application.
2. You will be notified in writing if Council (the Responsible Authority) agrees or does not agree with the proposal in principle.
3. If Council agrees with the proposal in principle, it must give notice of the application to all parties to the agreement and any other persons that Council considers may suffer material detriment as a result of the proposal.
4. Section 178B of the *Planning and Environment Act (1987)* sets out the matters Council must consider in assessment of this application.