

# East Gippsland Shire Council

273 Main Street (PO Box 1618)  
Bairnsdale Vic 3875  
Website [www.eastgippsland.vic.gov.au](http://www.eastgippsland.vic.gov.au)  
Email [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)  
Follow us on Twitter @egsc



Telephone: (03) 5153 9500  
Fax: (03) 5153 9576  
National Relay Service: 133 677  
Residents' Information Line: 1300 555 886  
ABN: 81 957 967 765

## Application to Amend a Planning Permit

Applicant details:

Name:								
Business trading name (if applicable):								
Email address:								
Postal address:								
				Postcode				
Phone number: Home:		Work:		Mobile:				

Owners details (if not the applicant):

Name:								
Business trading name (if applicable):								
Email address:								
Postal address:								
				Postcode				
Phone number: Home:		Work:		Mobile:				

Property details:

Street number:		Street name:							
Town:				Postcode					
Lot Number:		<input type="checkbox"/> Lodged plan <input type="checkbox"/> Title plan <input type="checkbox"/> Plan of Subdivision			Number:				
Crown allotment number:				Section number:					
Parish/Township name:									
Planning permit number to be amended:									

Is there any encumbrance on the Title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?				<input type="checkbox"/> Yes		<input type="checkbox"/> No		
Will the proposal result in a breach of a registered covenant restriction or agreement?				<input type="checkbox"/> Yes		<input type="checkbox"/> No		

### Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)

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Description of amendment: Describe the amendment being applied for (i.e. change to conditions, change to development): \_\_\_\_\_

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Existing conditions: Describe how the land is used and developed now: \_\_\_\_\_

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If you need more space or have more information, please attach with this form.

Please make sure that:

- Form is filled in fully and signed
- The correct fee is paid or payment enclosed
- Attached any supporting information or documents
  - **Needed** - Title (must have been generated within the past 30 days)
  - Amended plans
  - Supporting information/reports (e.g. – Land Capability Assessment, Bushfire Management Statement, Geotechnical report/waiver)

## Declaration:

I/We agree that all information on this form is correct and the owner has seen and agrees with the changed plans. Any documents submitted with this application, including plans, will be made available for public viewing and copies can be made for interested parties as per the *Planning and Environment Act 1987*.

Applicant signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Office Use Only:

Reference Number: AP/D/PP/\_\_\_\_

Method of Payment:  Cash  Cheque  Credit Card  Eftpos

Amount Paid: \$\_\_\_\_\_ Receipt Number: \_\_\_\_\_ Receipt Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Submitting your application:

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<b>Electronic</b>	Fax to 03 5153 9576	
	Email to <a href="mailto:planning@egipps.vic.gov.au">planning@egipps.vic.gov.au</a>	
<b>Mail</b>	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
<b>In Person</b>	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

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