



PLANNING SERVICES - office use only

Application number:

Date received:

Form to submit plans to endorse as required by a planning permit

First submission of plans - No Fee

Subsequent submission/s - \$140

Planning permit number that request refers to:

Reason for request – please tick applicable box or boxes

Condition 1 plans for endorsement

Landscape plans for endorsement

Other plans for endorsement

Insert condition number(s):

Address of land for request:

Address:

Comments: not required, but may assist if you consider clarification required

Comments given on attached document – tick if applicable

Comments, if any:

Contact details - the person you want Council to communicate with about the application

Name:

Organisation name if applicable:

Postal address:

Contact phone number:

Email address:

Applicant details - the person or organisation that the permit is issued to	
	Same as contact. If not, complete details below.
Name:	
Organisation name if applicable:	
Postal address:	
Owner details - the person or organisation that owns the land.	
	Same as contact.
	Or same as applicant. If neither, complete details below.
Name if applicable:	
Organisation name if applicable:	
Postal address:	
Declaration - this form must be signed. Complete A, B (owner and applicant sections) or C	
A I declare that I am the applicant and owner of the land and all information in this application is true and correct.	
Owner / applicant signature:	Date:
B I declare that I am the owner of the land and I have seen this application.	
Owner signature:	Date:
B I declare that I am the applicant and all information in this application is true and correct.	
Applicant signature:	Date:
C I declare that I am the applicant and:	
<ul style="list-style-type: none"> • I have notified the owner about this application • and all information in this application is true and correct.. 	
Applicant/s signature/s:	Date:
Completing and lodging your request	
No fee required	

<p>This form can be completed either by printing and completing by hand, or by completing in word before printing and signing. If printing before entering details, enter carriage returns to allow enough space as required.</p>
<p>Nillumbik Shire Council, Civic Drive (PO Box 476), Greensborough VIC 3088</p>
<p>Email to: nillumbik@nillumbik.vic.gov.au</p>
<p>Fax to: 9433 3777</p>
<p>Information checklist</p>
<p>The applicant must not submit any personal information or copyright material of third parties without their informed consent. By submitting the material, you agree that the use of the material does not breach any third party's right to privacy and copyright.</p>
<p>Have you:</p>
<p>Completed all relevant sections on this form?</p>
<p>Attached any supporting information and documents.</p>
<p>Have you signed the declaration?</p>
<p>Privacy statement</p>
<p>The personal information requested on this form is being collected by Council for the purpose of evaluating an application as set out in the Planning and Environment Act 1987. If you do not provide your name and address, Council will not be able to consider your application. This information will be used solely by Council for that primary or directly related purpose. The applicant may apply to Council for access to and/or amendment of the information.</p>