

# Application for an Extension of Time to a Permit Planning Permit

Statutory Planning | Pursuant to Section 69 of the *Planning and Environment Act 1987*.

### Applicant Details

Name of Applicant \_\_\_\_\_  
 Address of Applicant \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Contact Details of Applicant | Mobile Ph \_\_\_\_\_ Home Ph \_\_\_\_\_  
 Business Ph \_\_\_\_\_ Email \_\_\_\_\_

### Owner Details

To be completed where the applicant is NOT owner of the land

Name of Owner \_\_\_\_\_  
 Address of Owner \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Contact Details of Owner | Mobile Ph \_\_\_\_\_ Home Ph \_\_\_\_\_  
 Business Ph \_\_\_\_\_ Email \_\_\_\_\_

### Planning Permit Details

Permit Number \_\_\_\_\_ Date Issued \_\_\_\_\_  
 Address of the Land \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 What does the permit allow? \_\_\_\_\_  
 \_\_\_\_\_  
 Has the permit previously been extended? \_\_\_\_\_  
 Are you applying to extend the:  Commencement date OR  Completion Date

### Extension of Permit Commencement Date

Only complete this section if you are applying to extend the commencement date of the permit.

Is this extension  before the permit expires  
 request being made:  Within 6 months after the permit expiry date

If the permit (commencement date) has expired by more than 6 months, the permit cannot be extended.  
 A new planning application is required.

### OFFICE USE ONLY Payment Details (Internal use only)

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

**Cashier Use** AP - PP/PLAN ADD M/YYYY/XXX & Subject Address Payment Type: Cash/ Chq/ EFTPOS

Prepayment: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

### Extension of Permit Completion Date

Only complete this section if you are applying to extend the completion date of the permit.

Is this extension request being made:  before the permit expires  
 Within 12 months after the permit expiry date

If the permit (completion date) has expired by more than 12 months, the permit cannot be extended. A new planning application is required.

Has the use and/or development lawfully commenced? \_\_\_\_\_

If Yes, what is the status of the works undertaken to date? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Information

What length of additional time are you requesting? \_\_\_\_\_

What are the reasons for your request? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Previous extensions of time

Has the permit previously been extended? \_\_\_\_\_

If Yes, How many extensions have been granted and what are the reasons for delay since the issue of the last extension of time? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Declaration

The following declaration must be signed by the applicant

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of this permit application.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Fee** Extension of Time to a planning permit

**\$294.00** (inc. GST)

### Payment Options

Application with Cheque or Money Order can be posted to *PO Box 156 Ringwood 3134*

Applications can be made and paid in person at a Customer Service Centre as below; (except Public Holidays)

**City Offices-** Braeside Avenue, Ringwood **Hours:** 8.30am-5pm Monday to Friday

**Realm-**179 Maroondah Highway, Ringwood **Hours:** 9am-8pm Monday - Friday, 10am-5pm Saturday and Sunday

**Croydon Service Centre-** Croydon Library, Civic Square Croydon **Hours:** 9am-5pm Monday - Friday

### Privacy Collection Notice

Your application and the personal information on this form is collected by Maroondah Council for the purposes of the planning process as set out in the Planning and Environment Act 1987 (PE Act). If you do not provide your name and address, Maroondah Council will not be able to review and consider your application. Your application including your name and address will be available at the Maroondah Council office for any person to inspect and copies may be made available on request to enable consideration and review as part of a planning process for the relevant period set out in the PE Act.

You 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 as detailed above does not breach any third party's right to privacy and copyright. You can request access or amendments to your personal information by contacting Maroondah's Privacy Officer - [privacy@maroondah.vic.gov.au](mailto:privacy@maroondah.vic.gov.au).