

# Application to Amend or End a Section 173 Agreement

01 July 2025 - 30 June 2026

Use this form to amend or end a Section 173 Agreement under section 178A of the Planning and Environment Act 1987.

## Need Help?

Please contact Statutory Planning if you need help completing this form or if you are unsure about the information we need to process the application. You can also visit [www.maroondah.vic.gov.au](http://www.maroondah.vic.gov.au) or call us on 1300 88 22 33. **You can also apply online.**

## Privacy Collection Statement

Maroondah City Council (Council) is committed to protecting your privacy as prescribed by the Planning and Environment Act 1987 (PE Act) and the Privacy & Data Protection Act 2014.

Your application and the personal information on this form is collected by Council for the purposes of the application process as set out in the PE Act.

If you do not provide your name and address Council will not be able to consider your application.

Our information will not be disclosed to any external party without your consent, unless Council is required or authorised to do so by law.

You can request access to your personal information by contacting Council's Privacy Officer on 1300 88 22 33 or email– [privacy@maroondah.vic.gov.au](mailto:privacy@maroondah.vic.gov.au)

## Copyright

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.

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

The Land		*Mandatory information	
Street Address*			
Suburb		Postcode	

**Formal Land Description\*** (complete A or B) This information can be found on the certificate of title.

<b>A</b>	Lot No.	Lodged Plan Title Plan Plan of Subdivision	No.	
<b>B</b>	Crown Allotment No.		Section No.	
	Parish/ Township Name			

### Application to Amend a Section 173 Agreement

In the case of a proposal to **amend** an agreement, please clearly describe:

The proposed amendment	
The purpose of the proposed amendment	
Any change in circumstances that necessitates the proposed amendment	

### Application to End a Section 173 Agreement

In the case of a proposal to **end (or end in part)** an agreement, please clearly describe:

If the proposal is to end the agreement in part, the part of the agreement to be ended	
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If the proposal is to end the agreement as to any part of the land, the part of the land to be removed from the application of the agreement	
Why the agreement or that part of it is no longer required	

Applicant and Owner Details								
<b>Applicant Contact *</b> All communication for this application will be emailed to this contact:								
Title:		First Name:		Surname:				
Organisation:	(if applicable)							
Address								
Suburb		State		Postcode				
Email*				Phone				
<b>Owners details *</b> The 'In Principle' decision for the proposal will be emailed to the owner								
Title		First Name		Surname				
Organisation	(if applicable)							
Address								
Suburb		State		Postcode				
Email*				Phone				

## Title Information

Provide a full, current (within the last 3 months) copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments' eg restrictive covenants and all Section 173 Agreements.)

## Application Declaration

**SIGN HERE**

This form must be signed. **Complete either A, B or C.**

Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

### A    **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 the permit application.

Signature:

Date:

### B    **Applicant Contact**

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

Signature:

Date:

### C    **Owner**

I declare that I am the owner of the land and that all the information in this application is true and correct.

Signature:

Date:

## Lodgment and 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 our Customer Service Centres:

**Realm**, Ringwood Town Square, 179 Maroondah Highway, Ringwood (Opposite Ringwood Station)

Hours: 9am-8pm Monday - Friday, 10am-5pm Saturday, Sunday and public holidays

**Croydon Library**, Civic Square, Croydon

Hours: 8.30am-5pm Monday - Friday

## Fees

Statutory Application Fee

**\$748.00** (GST not applicable)

**Cashier Use** - See fee listed above

AP: Prepayment: \_\_\_\_\_ Receipt Number: \_\_\_\_\_

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

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AP    PP/PLAN    ADD

Narrative – Application to End or Amend Section 173 – Subject Address

Payment Type: Cash/ Chq/ EFTPOS

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