

Apply for a planning permit

Before you start



Department
of Transport
and Planning

- You will need these documents to submit this application:
 - A full, current copy of title information for each individual parcel of land forming the subject site.
 - A plan of existing conditions.
 - Plans showing the layout and details of the proposal.
 - Any information required by the planning scheme, requested by DTP or outlined in a DTP planning permit checklist.
 - If required, a description of the likely effect of the proposal.
 - If applicable, a current Metropolitan planning Levy certificate.
- Fees will apply for this application - [find out about fees for planning applications](#). You need to pay all fees or request a fee waiver before you submit. We accept Credit Card payments online and support EFT payments.
- This application will automatically save as you enter information.

Contact details

Applicant details

Is the applicant a person or organisation?	Organisation
Organisation name	Mountain Planning
Business phone number	0418573696
Email	lizd@mountainplanning.com
Address type	PO Box
PO Box address	
PO Box	PO Box 172
Suburb	Bright
Postcode	3741
State	VIC

Owner details

The owner is the applicant	No
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Is the owner a person or organisation?	Organisation
Organisation name	The Crown
Business phone number	n/a
Email	lizd@mountainplanning.com
Address type	

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Preferred Contact

First name	Eliza
Last name	Davison
Mobile	
Work phone	
Organisation	Mountain Planning
Job title	
Email	lizd@mountainplanning.com
Address type	PO Box
PO Box address	
PO Box	PO Box 172
Suburb	Bright
Postcode	3741
State	VIC

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Pre-application meeting details

Have you submitted a pre-application meeting request already for this site?	No
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Land details

Planning scheme Alpine Resorts

Location

Location type Crown allotment

Crown allotment

Allotment 8A

Section B

Portion

Parish/Township name Hotham

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Application details

Describe your proposal Construction of a single dwelling and removal of native vegetation

Is this application a combined S96A application (i.e. a combined amendment and planning permit application)? No

Please specify the provision or clause the application is required under (if known)? Clause 4.1 of Schedule 1, Clause 44.01-2, Clause 44.06-1, Clause 52.17

Please select the application category Single dwelling

Enter the estimated cost of any development for which the permit is required \$1000000.00

Is there a metropolitan planning levy? No

What is the current land use? Vacant

Describe how the land is used and developed now vacant land

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Does this application look to change or extend the use of this land? Yes

What is the proposed land use? Residential / Accommodation

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope? No

Additional details

Does this application involve the creation or removal of dwellings? Yes

Dwelling

Dwelling type Houses

Number of dwellings being demolished as part of application 0

Number of dwellings currently on site 0

Number of new dwellings being added to site as part of application 1

Does the application involve native vegetation removal? Yes

What is the Native Vegetation Removal Report (NVR) number?

What is the credit extract id?

Does this application involve the creation or removal of lots? No

Does the activity require preparation of a Cultural Heritage Management Plan (CHMP)? No

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Supporting documents

The following supporting documents must be submitted with this application, preferably in PDF or Word format

- A full, current copy of title information for each individual parcel of land forming the subject site.
- A plan of existing conditions.
- Plans showing the layout and details of the proposal.
- Any information required by the planning scheme, requested by DTP or outlined in a DTP planning permit checklist.
- If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).
- If applicable, a current Metropolitan planning Levy certificate (a levy certificate expires 90 days after the day on which it is issued by the State Revenue Office and then cannot be used).

Supporting documents	23030_TP00-TP14_Hotham Houses (A)_09.06.23.pdf 29HotplateDriveHothamHeights_TownPlanningReport.pdf 29HotPlateDriveHothamHeights_BMS.pdf 00693643240062023062712420001.pdf 29HotPlateDriveHothamHeights_SEMPReport.pdf 060501 Estate Plan Revision 9.pdf Hot Plate Drive Hotham Heights Report v1 170523.pdf Geotech report - 754-MELGE227984AB.pdf 00693643240012023062712420001.pdf
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Fees and payment

[View planning and subdivision fees](#)

Fee

Fee type

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Applications for permits under section 47 of the Planning and Environment Act 1987 (regulation 9)

Class

5

Fee amount

\$1437.30

Fee description

To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000

The total amount is calculated as the highest fee plus 50% of the remainder of the fees.

Total amount to pay \$1437.30

Payment method EFT

BSB 033-875

Account and reference number 170058421

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EFT confirmation

I confirm that the fee has been paid via EFT

Submit

Applicant declaration

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

Privacy statement

The Department of Transport and Planning (DTP) is committed to protecting personal information provided by you in accordance with the principles of the Victoria privacy laws. The information you provide will be used for the following purposes:

- correspond with you about your application
- if necessary, notify affected parties who may wish to inspect your proposal so that they can respond
- if necessary, forward your application to a referral authority.

Your contact details may be used by DTP or its contracted service providers under confidentiality agreements to survey you about your experience with DTP.

The information you provide may be made available to:

- any person who may wish to inspect your proposal until the process is concluded
- relevant officers in DTP, other Government agencies or Ministers directly involved in the planning process
- persons accessing information in accordance with the Public Records Act 1973 or the Freedom of Information Act 1982.

If all requested information is not received, DTP may be unable to process your request.

You may access the information you have provided to DTP by contacting [Development approvals](#)

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