

# 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

The Westbourne Foundation Ltd C/- Tract

Business phone number

03 9429 6133

Email

ncampbell@tract.net.au

Address type

Street address

Street address

Unit type

Building

Unit number

L6

Level number

Site or building name

Street number

6

Street name

Riverside Quay

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<b>Suburb</b>	Southbank
<b>Postcode</b>	3006
<b>State</b>	VIC

## Owner details

<b>The owner is the applicant</b>	Yes
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## Preferred Contact

<b>First name</b>	Natasha
<b>Last name</b>	Campbell
<b>Mobile</b>	0394296133
<b>Work phone</b>	0394296133
<b>Organisation</b>	Tract
<b>Job title</b>	Town Planner
<b>Email</b>	ncampbell@tract.net.au
<b>Address type</b>	Street address

## Street address

<b>Unit type</b>	Building
<b>Unit number</b>	L6
<b>Level number</b>	
<b>Site or building name</b>	
<b>Street number</b>	6
<b>Street name</b>	Riverside Quay
<b>Suburb</b>	Southbank

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Postcode 3006

State VIC

## Pre-application meeting details

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Have you submitted a pre-application meeting request already for this site? Yes

Enter the pre-application number PRE23000037

Pre-application name PRE23000037 Sayers Road Truganina VIC 3029-Pre-Application Meeting

## Land details

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Planning scheme Wyndham

### Location

Location type Street address

Street address

Unit type

Level number

Site or building name

Street number 300

Street name Sayers Road

Suburb Truganina

Postcode 3029

State VIC

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## Application details

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Describe your proposal Buildings and works associated with the construction of a three-storey building for the purpose of a Middle Years Learning Centre.

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 37.08 and Clause 52.29

Please select the application category One or more new buildings  
Other

Cost of the permitted development Failed to convert value: 4134381600

Is there a metropolitan planning levy? Yes

What is the current land use? Education Centre

Describe how the land is used and developed now The Site benefits from existing use rights with the school established on the site in 1978.

Does this application look to change or extend the use of this land? No

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? N/A (no such encumbrance applies)

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## Additional details

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

Does the application involve native vegetation removal? No

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

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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).

<b>Supporting documents</b>	Architectural Plans (BCA).pdf 322-0221-01-P-02 - RP01_Planning Report Westbourne Grammar School.pdf Sustainability Management Plan (Waterman).pdf WGS - Cover Letter (Tract).pdf 2023-06-02 - Certificate of Title (300 Sayers Road, Truganina).pdf MPL Certificate.pdf Traffic Impact Assessment (TTS).pdf Landscape Plan (Tract).pdf Green Travel Plan (TTS).pdf
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## Fees and payment

[View planning and subdivision fees](#)

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### Fee

<b>Fee type</b>	Applications for permits under section 47 of the Planning and Environment Act 1987 (regulation 9)
<b>Class</b>	15
<b>Fee amount</b>	\$26489.90
<b>Fee description</b>	To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000

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

<b>Total amount to pay</b>	\$26489.90
<b>Payment method</b>	EFT
<b>BSB</b>	033-875
<b>Account and reference number</b>	170056941

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**EFT confirmation**

I confirm that the fee has been paid via EFT

## Submit

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**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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