

12 February 2026

Thomas Ba
Planner – Development Assessment
Department of Transport and Planning

Via email: thomas.ba@transport.vic.gov.au

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Dear Thomas,

PA2504120 Section 50 Amendment Application

74–82 Jells Road, Wheelers Hill

1 Introduction

Urbis continues to act on behalf of Caulfield Grammar School, in relation to the above site and Planning Permit Application PA2504120 submitted to the Department on 17 December 2025, seeking permission for a new senior school building at the existing Caulfield Grammar School Wheelers Hill Campus, as well as the cancellation of four (4) existing planning permits that apply to the Wheelers Hill campus.

Namely, PA2504120 seeks permission under the following Clauses of the Monash Planning Scheme:

- Clause 32.09-10 Buildings and works associated with a Section 2 use (Education Centre)
- Clause 44.05-2 Buildings and works (including a fence)
- Clause 52.37-2 Remove, destroy or lop a canopy tree in the Neighbourhood Residential Zone.

We have been instructed to seek minor amendments to application documentation, pursuant to *Section 50 of the Planning and Environment Act 1987*. The alterations reflect a minor relocation to the proposed substation (no change to setback distance from southern boundary), and associated removal of Tree 692 (canopy tree).

In support of this application please find enclosed:

- Amended Architectural Plans, Rev TP02 prepared by DesignInc, and dated 5 February 2026.
- Amended Town Planning Report dated February 2026.
- Amended Arboricultural Impact Assessment prepared by ATC Land Management
- Amended Landscape Plan Rev 02, prepared by DesignInc and dated 6 February 2026.

2 Proposed Alterations

This Section 50A application seeks to make minor alterations relating to the application, namely

ADVERTISED PLAN



- Relocation of the proposed substation at the southern portion of the site – noting no change to setback to southern boundary (shown in Figure 1 below).
- Removal of Tree 692 (canopy tree), therefore altering the total number of trees requiring permission under Clause 52.37 to fourteen (14).

Figure 1 Proposed Alteration of Substation Location



Source: DesignInc, 2026

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Figure 2 Proposed Tree Removal



Source: DesignInc, 2026

Specific alterations to documentation is itemised below.

Table 1 - Proposed Changes

Document	Proposed Change
Architectural Plans	<ul style="list-style-type: none"> Architectural Plans updated to show relocation of substation 'Current Proposal Area' as overlaid on existing endorsed plans updated to incorporate location of proposed substation Updated to show removal of existing canopy tree.
Landscape Plan	<ul style="list-style-type: none"> Updated to reflect new substation location and removal of Tree 692.
Arboricultural Impact Assessment	<ul style="list-style-type: none"> Updated to reflect removal of Tree 692.
Town Planning Report	<ul style="list-style-type: none"> Updated to reflect new substation location.

ADVERTISED PLAN



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- Updated to identify removal of fourteen (14) canopy trees (previously 13).
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3 Assessment of Alterations

The proposed alteration is minor and does not constitute unreasonable implications to amenity both on site and off site.

The location of the substation maintains the same setback to the southern boundary as previously proposed, and as detailed within the architectural plans, no impacts are posed to viewlines and/or shadowing impacts to neighbouring properties.

Moreover, while the amendment encapsulates the removal of an additional canopy tree, the proposed landscaping remains sufficient in addressing the removal of vegetation associated with the application, as detailed within the enclosed Landscape Plan and Town Planning Report, and continues to ensure appropriate amenity provided by vegetation remains the case both off and on site.

4 Conclusion

We trust that the enclosed documentation enables the swift assessment of the minor amendments.

If you have any questions or require any additional information, please do not hesitate to contact me on the below details.

Kind regards,

A handwritten signature in black ink, appearing to read "Sean Michael", with a long horizontal stroke extending to the right.

Sean Michael
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