

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

St Peter's Primary School - Bentleigh East (C/- Urbis Ltd)

Business phone number

8663 4994

Email

tparsons@urbis.com.au

Address type

Street address

Street address

Unit type

Level number

Site or building name

St Peters Primary School

Street number

842

Street name

Centre Road

Suburb

Bentleigh East

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Postcode 3165

State VIC

Owner details

The owner is the applicant Yes

Preferred Contact

First name Tyson

Last name Parsons

Mobile

Work phone 8663 4994

Organisation Urbis Ltd

Job title Assistant Planner

Email tparsons@urbis.com.au

Address type Street address

Street address

Unit type

Level number 10

Site or building name

Street number 477

Street name Collins St

Suburb Melbourne

Postcode 3000

State VIC

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Pre-application meeting details

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

Land details

Planning scheme Glen Eira

Location

Location type Lot on plan

Lot on plan

Lot number 4

Plan type Plan of Subdivision

Plan number 034419

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Application details

Describe your proposal Please note the application comprises 3 parcels - as per the submitted Copies of Title. This application seeks approval for the use of the site as an education centre (primary school) in the NRZ, and alterations to access to a road in a TRZ2. The site is to be used as an outdoor area associated with the existing primary school (826-844 Centre Road, Bentleigh East). No increases to staff or student numbers are proposed.

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

What is the application trigger? Other

Please specify the provision or clause the application is required under (if known)? Clause 32.09-2; Clause 52.29-2

Please select the application category Other buildings and works (including septic tanks, dams, earthworks)

Enter the estimated cost of any development for which the permit is required \$0.00

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What is the current land use?	Residential / Accommodation
Describe how the land is used and developed now	The land at 820 and 822 is currently being used for the purposes of a dwelling. The land at 824 currently hosts the 'Moongala Women's Community Centre.'
Does this application look to change or extend the use of this land?	Yes
What is the proposed land use?	Education Centre
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	3
Number of dwellings currently on site	3
Number of new dwellings being added to site as part of application	0
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

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

1. Cover Letter.pdf
2. Plans.pdf
- 3a. Title - 820_Centre_Road_Bentleigh_East_.pdf
- 3c. Title - 824_Centre_Road_Bentleigh_East_.pdf
- 3b. Title - 822_Centre_Road_Bentleigh_East_.pdf

3D digital model

A 3D digital model will assist to clearly communicate your application's intentions and enhance the review process. We encourage and recommend submitting a 3D digital model as part of your application.

- **Mandatory** formats: **FBX, OBJ, 3DM**; Optional supplementary formats: RVT, IFC
- Triangle count under five million per development.
- Unit scale in metric.
- The maximum file size is 250 MB.
- Please refer to the [technical guidance for submission](#) to check your model meets all specifications. We will request a re-submission of the 3D digital model if the specifications are not met.
- If you are unable to submit your 3D digital model, contact visualisation@delwp.vic.gov.au for assistance.

3D digital model

Fees and payment

[View planning and subdivision fees](#)

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Fee

Fee type	Applications for permits under section 47 of the Planning and Environment Act 1987 (regulation 9)
Class	1
Fee amount	\$1415.10
Fee description	Use only

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

Total amount to pay \$1415.10
Payment method EFT
BSB 033-875
Account and reference number 170068031

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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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