

# Apply to amend a planning permit (Section 72 amendment)



Department of Transport and Planning

## Before you start

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- 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.
  - Written description of the changes.
  - Plans that clearly highlight the details of the changes.
  - Any relevant background documents.
- 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

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### Applicant details

Is the applicant a person or organisation?	Organisation
Organisation name	Yarra Valley Water
Business phone number	1300 853 811
Email	Michelle.Lowry@yvw.com.au
Address type	Street address
Street address	

### Owner details

The owner is the applicant Yes

### Preferred Contact

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**First name** Michelle  
**Last name** Lowry  
**Mobile**  
**Work phone** 0398721483  
**Organisation**  
**Job title** Project Manager  
**Email** Michelle.Lowry@yvw.com.au  
**Address type**

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## Pre-application meeting details

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

## Land details

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**Planning scheme** Yarra Ranges

At least one location must be provided to submit this application. Options for defining locations are described below:

- **Auto-populate using land titles:** Street addresses are extracted from uploaded land titles (lot on plan and crown allotments are not supported by this feature).
- **Map interface:** Specify up to 300 properties and parcels using search, select and/or a GIS shapefile.
- **Manual entry:** Use this when other methods fail. Locations are accepted as entered and are not system validated.

## Upload and scan land titles to automatically populate street addresses

### 1. Upload documents

### 2. Scan uploaded documents

- Detected street addresses will be added to the list below.
- You must check and confirm address details are correct.
- Documents are only scanned once. If additional documents are uploaded after a scan, only new documents will be scanned.

- Scanning of documents can take a few minutes to process. You will be unable to edit your application until this process has completed.

## Scan results

### Review locations

Locations created from scanning land title documents or using the map will display here.

83-85 NELSON ROAD LILYDALE 3140

### Manual location details

It is strongly recommended that you use the map to search and select locations for land related to this application. Manually entering or editing locations could cause delays in your application processing if that location cannot be found.

## Amendment details

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**Is this application related to a completed application already lodged in Permits Online?** Yes

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**Related application** PA2201903

**Related application type** Application for planning permit (including VicSmart)

**Application name** PA2201903 83-85 NELSON ROAD LILYDALE VIC 3140-APPLICATION FOR PLANNING PERMIT

**This application seeks to amend:** Current conditions of the permit  
Other documents endorsed under the permit

**Describe the details of proposed changes** Refer to coverletter

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

**Enter the estimated cost of the proposed amended development** \$0.00

**Cost of the permitted development** \$0.00

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Cost difference \$0.00

What is the current land use? Vacant

Have the conditions of the land changed since the time of the original application? No

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? No

Does the activity require preparation of a Cultural Heritage Management Plan (CHMP)? Yes

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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).
- Written description of the changes.
- Plans that clearly highlight the details of the changes.
- Any relevant background documents.

#### Supporting documents

PA2201903 Section 72 Application Coverletter.pdf  
Attachment B - Addendum Ecological Assessment.pdf  
Attachment D - Current Certificates of Title.pdf  
Attachment A - Tree removal plan 2024.pdf  
Attachment C - Swale Drain Arboricultural Impact Assessment.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](mailto:visualisation@delwp.vic.gov.au) for assistance.

### 3D digital model

## Fees and payment

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### [View planning and subdivision fees](#)

#### Fee

<b>Fee type</b>	Applications to amend permits under section 72 of the Planning and Environment Act 1987 (Regulation 11)
<b>Class</b>	2
<b>Fee amount</b>	\$1453.40
<b>Fee description</b>	Amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.

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

<b>Total amount to pay</b>	\$1453.40
<b>Payment method</b>	Credit/Debit card

Credit/Debit card payment successful

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## 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

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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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