

Application for a Planning Permit

Before you begin

Have you already lodged a pre-application meeting request in Permits Online?

Yes No

Submitting unclear or insufficient information may delay your application.

Any material submitted with this application, including plans and personal information, will be available for public viewing. Copies may be made by interested parties for consideration and review as part of the planning process. Read our [privacy statement](#).

General information about the planning process is available at www.planning.vic.gov.au.

For help with your application, email planning.support@delwp.vic.gov.au or call the helpline on [1800 789 386](tel:1800789386).

Land details

Name of planning scheme

Monash

Street address

Address of the land.

7 WESTHAM COURT MULGRAVE VIC 3170

Unit no.	Street no	Street name
	7	WESTHAM COURT
Suburb	State	Postcode
MULGRAVE	VIC	3170

Formal Land Description

Lot no.(s)

651

Lodged plan Title plan Plan of Subdivision

Plan no.

PS529433T

Crown allotment No.

Section no.

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Parish/ Township name	

Site information

District	Area of site (square metres)
Dandenong	516

The proposal

You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information may delay your application.

For What use, development or other matter do you require a permit?

Reason for permit

Proposed extension and alteration

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by DELWP or outlined in a DELWP planning permit checklist; and if required, include a description of the likely effect of the proposal.

Estimated cost of any development for which the consent is required

Cost

\$250,000.00

You may be required to verify this estimate. Insert '0' if no development is proposed.

Is there a Metropolitan Planning Levy?

Yes No

If the application is for land within metropolitan Melbourne (as defined in section 3 of the Planning and Environment Act 1987) and the estimated cost of the development exceeds \$1 million (adjusted annually by CPI) the Metropolitan Planning Levy must be paid to the State Revenue Office and a current levy certificate must be submitted with the application. Visit www.sro.vic.gov.au for information.

Existing conditions and title

Existing conditions

Describe how the land is used and developed now

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existing double storey house

Provide a plan of the existing conditions. Photos are also helpful.

Title information

Encumbrances on title

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?

Yes No N/A (no such encumbrance applies)

Contact DELWP for advice on how to proceed before continuing with this application.

Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

Applicant details

Name

Title	Given names	Surname
Mrs	ROSMY	FRANCIS
Organisation		
HARGREAVES DESIGN GROUP		

Postal address

3 5 COOK DRIVE PAKENHAM VIC 3810

Unit no.	Street no.	Street name	
3	5	COOK DRIVE	
Suburb	State	Country	Postcode
PAKENHAM	VIC	Australia	3810

Phone and email

Business phone	Mobile phone	Fax
0359402340		
Email		
rose@harvan.com.au		

Contact person details

Same as Applicant

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Name

Title	Given names	Surname
Mrs	ROSMY	FRANCIS
Organisation		
HARGREAVES DESIGN GROUP		

Postal address

3 5 COOK DRIVE PAKENHAM VIC 3810

Unit no.	Street no.	Street name	
3	5	COOK DRIVE	
Suburb	State	Country	Postcode
PAKENHAM	VIC	Australia	3810

Phone and email

Business phone	Mobile phone	Fax
0359402340		
Email		
rose@harvan.com.au		

Owner details

Same as Applicant

Name

Title	Given names	Surname
Mrs	CINDY	TAN
Organisation		

Postal address

7 WESTHAM COURT MULGRAVE VIC 3170

Unit no.	Street no.	Street name	
	7	WESTHAM COURT	
Suburb	State	Country	Postcode
MULGRAVE	VIC	Australia	3170

Phone and email

Business phone	Mobile phone	Fax
	0403248827	
Email		
cindy@vivegroup.com.au		

Pre-application meeting

Has there been a pre-application meeting with a DELWP planning officer?

Yes No

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 DELWP or outlined in a DELWP 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). Failure to comply means the application is void.

Applicant declaration

I declare that I am 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.

Payment

Fee type	Class	Amount
Applications for permits under section 47 of the Planning and Environment Act 1987 (regulation 9)	3	\$638.80

Total amount to pay: \$638.80

[View fees table](#)

If this application relates to more than one class, click the 'Add new' button and include any additional permit fees.

100% of the charge will be obtained from the permit fee with the highest amount, followed by 50% of the charge from the subsequent permit fees.

I have been approved for a fee waiver for this application.

Fee Waiver Confirmation

You may submit your application at this time. Please note that the application will not be submitted until DELWP has verified the fee waiver. DELWP will be in touch soon to confirm.

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