

Apply for a planning permit

Before you start



Department
of Transport
and Planning

Are you in the right place?

Only applications where the [Minister for Planning is the responsible authority](#) are to be lodged through this portal.

Check the schedule to Clause 72.01 of your [local planning scheme](#) to see which responsible authority issues planning permits for your location.

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

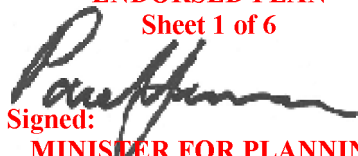
Applicant details

Is the applicant a person or organisation?	Organisation
Organisation name	Keolis Downer (Yarra Trams)
Business phone number	9619 3200
Email	Samuel.Ichim@yarratrams.com.au
Address type	PO Box
PO Box address	

**PLANNING and ENVIRONMENT ACT
PORT PHILLIP PLANNING SCHEME**

PERMIT NO. PA2402869

**ENDORSED PLAN
Sheet 1 of 6**

Signed:  **for**
MINISTER FOR PLANNING
Date: 13 JUNE 2024

PO Box	GPO Box 5231
Suburb	Melbourne
Postcode	3001
State	VIC

Owner details

The owner is the applicant Yes

Preferred Contact

First name	Michelle
Last name	Wang
Mobile	0491106494
Work phone	9862 3470
Organisation	Echelon Planning
Job title	Senior Planner
Email	michelle@echelonplanning.com.au
Address type	Street address

Street address

Unit type

Level number

Site or building name

Street number 3

Street name Prentice Street

Suburb Brunswick

Postcode 3056

State VIC

Pre-application meeting details

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

Land details

Planning scheme Port Phillip

Location

Location type Road reserve

Road reserve Park Street tram terminus (Park Street, St Kilda)

Application details

Describe your proposal Works to upgrade the existing tram terminus driver amenities at the Park Street tram terminus, and to facilitate improved safety and accessibility from the adjacent footpath to the tram platform.

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)? 72.01-1

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

Enter the estimated cost of any development for which the permit is required \$300000.00

What is the current land use? Other land use

Describe how the land is used and developed now Tram platform and road.

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

Additional details

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

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

- 240416_Park Street Tram Terminus_Planning Report.pdf
- 240416_Brand Architects_Architectural Plans.pdf
- 240416_Ryder Arboriculture and Environment_Arboricultural Impact Assessment.pdf
- 240416_WGA_Civil Documentation.pdf
- 240416_CRA Survey_Plan of Feature and Level Survey.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](#)

Fee

Fee type	Applications for permits under section 47 of the Planning and Environment Act 1987 (regulation 9)
Class	12
Fee amount	\$1661.60
Fee description	To develop land (other than a class 4, class 5, or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000

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

Total amount to pay	\$1661.60
Payment method	EFT
BSB	033-875
Account and reference number	170073841
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](#)