

Office Use Only

Application No.:

Application for Planning Permit

If you need help to complete this form, read [How to Complete the Application for Planning Permit Form](#)

Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and will be provided to third parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any concerns, please contact Council's planning department.

Questions marked with an asterisk (*) are mandatory and must be completed.

If the space provided on the form is insufficient, attach a separate sheet.

Clear Form

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PLEASE NOTE: The plan/s that are being provided to you may not reflect what is ultimately approved by Council however they are the most recent version as at the date shown below:

Date Plan Provided: 10/07/2015

The Land 1 Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.:	St. No.: 200	St. Name: Black Forest Street
Suburb/Locality: Wyndham Vale		Postcode: 3024

Formal Land Description *

Complete either A or B.

This information can be found on the certificate of title.

A	Lot No.: 1298	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input checked="" type="radio"/> Plan of Subdivision	No.: 135589
OR					
B	Crown Allotment No.:		Section No.:		
Parish/Township Name:					

If this application relates to more than one address, please click this button and enter relevant details. Add Address

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

2 For what use, development or other matter do you require a permit? *

If you need help about the proposal, read:

[How to Complete the Application for Planning Permit Form](#)

Two Single Storey Side by Side development residential	
<input checked="" type="checkbox"/> Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.	

3 Estimated cost of development for which the permit is required *

Cost \$800,000	You may be required to verify this estimate. Insert '0' if no development is proposed.
If the application is for land within metropolitan Melbourne (as defined in section 3 of the <i>Planning and Environment Act 1987</i>) 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 i

4 Describe how the land is used and developed now *

eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

1 single storey residential dwelling
<input checked="" type="checkbox"/> Provide a plan of the existing conditions. Photos are also helpful.

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Town Planning
Advertised Documents

Plan: 1 of 3

Title Information


5 Encumbrances on title *

If you need help about the title, read:

[How to complete the Application for Planning Permit form](#)

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. (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ☒ No
- ☐ Not applicable (no such encumbrances apply).

 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', eg. restrictive covenants.)

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Date Plans Provided: 10/07/2025

Applicant and Owner Details

6 Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Please provide at least one contact phone number *

Owner *


The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:		
Title: Mr	First Name: [REDACTED]	Surname: [REDACTED]
Organisation (if applicable): Architrx		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:	St. No.: [REDACTED]	St. Name: [REDACTED]
Suburb/Locality: [REDACTED]	State: VIC	Postcode: [REDACTED]
Contact person's details *		
Same as applicant (if so, go to 'contact information') <input type="checkbox"/>		
Name:		
Title: Mr	First Name: [REDACTED]	Surname: [REDACTED]
Organisation (if applicable): Architrx		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:	St. No.: [REDACTED]	St. Name: [REDACTED]
Suburb/Locality: [REDACTED]	State: VIC	Postcode: [REDACTED]
Contact information		
Business Phone:	Email: [REDACTED]	
Mobile Phone: [REDACTED]	Fax:	
Name: Same as applicant <input type="checkbox"/>		
Title: Mr	First Name: [REDACTED]	Surname: [REDACTED]
Organisation (if applicable):		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:	St. No.: [REDACTED]	St. Name: [REDACTED]
Suburb/Locality: [REDACTED]	State: [REDACTED]	Postcode: [REDACTED]
Owner's Signature (Optional):		Date:
		day / month / year

Declaration

7 This form must be signed by the applicant *

 Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature: [REDACTED]

Date: 14/04/2025

day / month / year

WYNDHAM CITY COUNCIL

Town Planning
Advised Documents

Plan: 2 of 3

Need help with the Application?

If you need help to complete this form, read [How to complete the Application for Planning Permit form](#). General information about the planning process is available at www.delwp.vic.gov.au/planning.

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

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

☒ No ☐ Yes

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Checklist

9 Have you:

☒ Filled in the form completely?

☒ Paid or included the application fee?

 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.

 Provided all necessary supporting information and documents?

☒ 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 council or outlined in a council planning permit checklist.

☒ If required, a description of the likely effect of the proposal (eg 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.

☐ Completed the relevant Council planning permit checklist?

☐ Signed the declaration (section 7)?

Lodgement

Lodge the completed and signed form, the fee payment and all documents with:

Wyndham City Council
PO Box 197 Werribee VIC 3030

Contact information:

Telephone: 03 9742 0777

Email: mail@wyndham.vic.gov.au

DX: 30258

Translation: Please call 131 450 and ask to be connected to Council on 9742 0777, if you would like this information to be translated.

Deliver application in person, by fax, or by post:

Print Form

Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address. This is usually your local council but can sometimes be the Minister for Planning or another body.

Save Form:

Save Form To
Your Computer

You can save this application form to your computer to complete or review later or email it to others to complete relevant sections.

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Plan: 3 of 3