Statutory Planning

The planning permit process

Before making the application, the applicant should
- find out about the planning scheme & controls
- talk to a council planner
- consider talking to the neighbours
- consider the site & neighbourhood context
- consider getting professional advice

Applicant prepares and submits the application
- application information including (plans, reports, photos)
- application form
- relevant fee
- copy of title & covenant details if applicable

Council checks the application
- more information?
- suggested re-design?
- referral?

Application is advertised if required
- for at least 14 days
- usually by letter to adjoining properties and a sign on site (sometimes a notice in the local paper(s))
- people affected may object

Council assesses the application
- considers any objections
- holds consultation meeting in some circumstances
- considers any referral comments
- assesses planning scheme provisions
- may negotiate with permit applicant and consider a re-design if required
- prepares report

Council officers or Councillors decide on the application

Where there are no objections, permit with conditions

If objections, notice of decision with conditions

Refusal

Review by Victorian Civil and Administrative Tribunal (VCAT) if applied for
- by the permit applicant against conditions or refusal
- by an objector against notice of decision

* ***In special circumstances a decision by VCAT may be further appealed to the Supreme Court on a point of law***

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