



EXTENSION OF TIME Request Form

The owner or occupier may request an extension of time before the permit expires, or within three months afterwards. If approved, an extension of time is usually granted for a period of one year, except in exceptional circumstances.

Please Note: an extension of time is not approved automatically as Council must consider a range of criteria, including whether or not a permit would be granted if the proposal was assessed under current planning controls

Original Planning Permit	
Permit Number:	Date Issued:
Address of the Land:	
This Permit Allows:	
The Applicant	
Name:	Organisation:
Address:	Postcode:
Contact Phone Number (business hours):	
Email:	
Are you the owner of the land? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you the occupier of the land? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you paid, or included with your application the correct application fee? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please refer to the City of Port Phillip Planning & Building Fee Schedule for more information)	

Privacy Notification:

The personal information requested on this form is being collected by Council for the purposes of enabling you to apply for an Extension of Time. The personal information will be used solely by Council for this primary purpose or directly related purposes. The applicant understands that the personal information provided is for these purposes. Under some circumstances the personal information disclosed will be made available to the public, as required by the Planning and Environment Act 1987 or other legislation. Your decision not to provide your personal information will impede our ability to engage with you regarding this application.

Extension Details
<p>Pursuant to Section 69 of the Planning and Environment Act 1987, I wish to apply for an extension of time for the above planning permit in which to:</p> <p><input type="checkbox"/> Commence the development/use</p> <p><input type="checkbox"/> Complete the development</p> <p>For a period of years/s.</p>
Reasons for requested extension:

Our enquiries counter at the St Kilda Town Hall is open at the following times:
 8.30am – 6.00pm Monday only
 8.30am – 5.00pm Tuesday to Friday