



RE-SUBMISSION OF PLANS

Complying with Permit Conditions

You must give full details of how the requirements of the Planning Permit condition/s have been complied with and clearly highlight them on the submitted plans. If you do not give enough detail of how the Planning Permit conditions have been addressed you will be asked to provide more information. **This will delay the process.**

Please Note: Any amendments included on the plans other than those required by (or as a direct consequence of) the Planning Permit conditions will not be approved. A separate application to amend the plans will need to be made.

Planning Permit Details	
Permit Number:	Date Issued:
Address of the Land:	
The Applicant	
Name:	Organisation:
Address:	
Postcode:	
Contact Phone Number (business hours):	
Email:	
Re-submission Checklist	
<input type="checkbox"/> Describe fully the proposed amendments required by the planning permit condition/s and clearly highlight the amendments on the submitted plans.	
<input type="checkbox"/> 3 copies of the plans (drawn to scale and fully dimensioned) are required to be submitted.	
Amendment Details	
Amended Plans as required by permit condition/s number:	
Declaration: I declare that the only amendments made are those required by permit condition/s.	
Applicant Signature: _____	
Applicant name (Print): _____	
Date: _____	
Privacy Notification: The personal information requested on this form is being collected by Council for the purposes of enabling you to submit plans for endorsement. 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.	

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