Planning confirmation

What you need to do

Before you start!
The fast and easy way to apply is online via
🌐 **portphillip.vic.gov.au/ planning-and-building/ get-a-planning-permit**
Otherwise complete this form and submit via email.

Complete the form
Make sure all sections are complete and you have supplied all supporting documents.

Submit application
This form and supporting documents must be submitted via email to **planhelp@portphillip. vic.gov.au**

What comes next
Once your application is processed you will receive an invoice for payment. A decision will be made within 10 business days.

Read before starting

A planning confirmation provides written advice from Council's Statutory Planning team, usually by email, as to whether a planning permit is required for a specific use or development.

1	Declaration

I am the applicant; and that all the information in this application is true and correct.

I have provided all necessary supporting information and documents.

2	Applicant details

First and last name

Organisation (if available)

Residential or postal address

Best phone number to contact you on   Email

3 | Confirmation details

📎 **Attachment/details required**. Please provide full details of the confirmation being sought (attach additional pages if required). Insufficient or unclear information will delay your application.

Office use only

Application number	Date lodged

For further information or a large print version

📞 ASSIST 03 9209 6777   🌐 portphillip.vic.gov.au/planning-and-building   ✉ planhelp@portphillip.vic.gov.au