



# General Planning Enquiry

Planning Enquiries  
Phone: 03 9705 5200  
Fax: 03 9705 5202  
Web: [www.casey.vic.gov.au](http://www.casey.vic.gov.au)

## Council Use Only

Application Number :

Application Date :

Ledger Number :

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

### Council specific information

Use this form to request a written response about whether you need a planning permit for a specific use or development or whether you need confirmation on the status of a current use at a particular site. To obtain a written response you need to make a written request.

You **must provide** a full and current copy of [Certificate of Title](#), including a title plan/diagram showing any relevant covenants and restrictions. Please include any plans, photos or documentation that you have that may assist council in responding to your enquiry.

To obtain copies of Planning Permit(s) and associated endorsed plans you will need to complete the [Request for Copy of Planning Permit Information](#) form.

### Applicant details

Title \*  Surname \*  Given name 1  Given name 2

#### Business details (if applicable)

ABN  ACN

Business name  Company name

#### Postal Address

Street address/PO Box \*

Suburb / Town \*  State \*  Postcode \*

#### Contact details

Please provide at least one phone number and include the area code \*

Business phone  After hours phone  Mobile  Email

### Address to which the enquiry applies

#### Address of land to which the enquiry applies

Street address \*

Suburb / Town \*  State \*  Postcode \*

## Information Required

Details of your planning request\*

Please enclose any photos, site / house plans or similar which could assist the Planner in responding to your use/development enquiry

Payment can be made by cash, cheque or credit card. If you know the fee to be paid, include payment when delivering the form by post or in person to the Council.

**Fee: Enquiries/Requests for Information \$260.00 GST inclusive**

## Acknowledgement

Please select \*

- I am the owner OR  
 Applicant

I understand and acknowledge that:

- The information provided in this request is true and complete to the best of my knowledge.
- City of Casey may refuse this request if it becomes evident that any information or supporting documents provided are incomplete or false.

By ticking this checkbox I confirm that I have read and understood all the statements above \*

Name of person completing this request \*

Date \*

The information gathered in the form is used by Council to process the request. To view Council's privacy policy, please either visit Council's offices or go to [Council's website](#).

**If you intend to post or fax this form please use the details provided below:**

City of Casey  
Po Box 1000  
Narre Warren VIC 3805

Telephone: 03 9705 5200  
Fax: 03 9705 5202  
Email: [caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)