



# Submission of Plans

## Complying with Permit Conditions Fees may be applicable

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 when submitting plans required to be endorsed as part of a condition of Planning Permit.

You must give full details of how the requirements of the Planning Permit condition/s have been complied with and clearly highlighted them on the submitted plans. If you do not give enough detail of how the planning permit conditions has been addressed you will be asked to provide more information. **This will delay the assessment time.** The first submission of plans is free - second and subsequent sets will incur a fee of \$135.00 per set (GST Inclusive).

Please note: Any amendments (changes) included on the plans other than those required by the planning permit conditions will not be approved. A separate application to amend the plans will need to be made.

### Applicant details

Did you lodge the original Planning Permit application ? \*  Yes  No

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

#### Business details

ABN  ACN

Business name  Company name

#### 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  Business fax  Mobile \*

Email \*

Are you lodging this application on behalf of someone else (e.g. applicant contact/representative)? \*  Yes  No

## Address to which the permit applies

### Address of land to which the permit applies

Street address \*

Suburb / Town \*

State \*

Postcode \*

## Conditions to which the submitted plans relate

Planning permit number \*

Permit condition(s) number(s) \*

**1 copy of the plan/s (drawn to scale and fully dimensioned) are required to be submitted \***

Clearly highlight the amendments on the submitted plans. You can submit plans that address multiple conditions, however any changes or approved plans will only be sent to the Applicant or nominated Applicant contact nominated above.

## Acknowledgement

Please select \*

I am the Applicant

I understand and acknowledge that:

- The information provided in this request is true and complete to the best of my knowledge.
- The plans contain no further changes beyond what the permit conditions require
- 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 \*

## Privacy statement

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 <http://www.casey.vic.gov.au/privacy/>

## Lodgement

### Lodge the completed and signed form with all documents:

By Post:  
City of Casey  
PO Box 1000  
Narre Warren VIC 3805

In Person:  
Bunjil Place  
2 Patrick Northeast Drive  
Narre Warren VIC 3805