

**OFFICE USE ONLY**

Combined with permit application no. (where relevant):

Date received:

Amount received:

Receipt no:



**Application form – request to amend the Bass Coast Planning Scheme**

*Planning Scheme Amendment under the Planning and Environment Act 1987*

**Please read the notes on the back for documentation required with application.**

**Please print clearly.**

**The applicant:**

Name:	Phone No. During Bus. Hours:
Postal Address:	

**Acting on behalf of (landowner/ proponent):**

Name:	Phone No. During Bus. Hours:
Address:	

**Planning Permit:**

Is this combined with a Planning Permit? (Yes/No)	Description of Permit application:
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**The land:** Give the address and title particulars of the land.

<b>What is the land currently used as?:</b>
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**The proposal:** What is the proposal intended to allow for?

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Amendment Request		Details
Zoning Change	Yes / No	
Overlay Change	Yes / No	
Other Scheme Changes	Yes / No	

**Declaration to be completed for all applications**

**I declare that all the information I have given is true and correct. I acknowledge that should this amendment request be referred to Planning Panels Victoria for recommendations, the applicant will be liable to pay all associated planning panel fees.**

Applicant's Signature:

Date:

## Additional Information

A request to amend the Bass Coast Planning Scheme must be supported by (but not limited to) the following information (where relevant):

### 2 Hard copies and 1 electronic copy:

- Planning Report (including summary of proposal, outline of compliance with planning scheme and other relevant documents);
- Analysis, relevant maps and photographs of the site.
- Economic Impact Assessment;
- Social Impact Assessment;
- Archaeological & Cultural Heritage Assessment;
- Flora and Fauna Assessment;
- Service and Infrastructure Availability;
- Surface Stormwater Management Strategy;
- Habitat Hectare Assessment;
- Traffic Engineering Assessment;
- Agricultural Assessment ;
- Other, specify.....

### Electronic Copy of Amendment Documentation:

- Explanatory Report;
- Instruction Sheet;
- List of Changes to the Planning Scheme;
- Amendment List;

If the amendment is in conjunction with a planning permit application, the following documentation should be submitted with the Planning Permit application form:

- Planning Permit Application Form;
- Architectural and design Response
- Landscape Design Response
- All other information required for the Planning Permit application by the Bass Coast Planning Scheme and Planning and Environment Act 1987.

### To identify issues relating to the proposed amendment:

- Is the amendment necessary?
- Does the amendment help to implement the objectives of the Planning & Environment Act (1987), the State Planning Policy Framework (SPPF) and the Local Planning Policy Framework? Does the amendment help to implement the objectives of planning strategies and frameworks that have been adopted by Council. These documents include but are not limited to, the Bass Coast Strategic Coastal Planning Framework, Inverloch Design Framework, Phillip Island and San Remo Design Framework, and the Wonthaggi & Dalyston Structure Plan.
- Does the submission provide adequate information for an evaluation of the request?
- Is the amendment likely to be supported?

**\*\*NOTE\*\* A Planning Scheme Amendment must be prepared by a Planning Consultant in order to be submitted to Council.**

## Fee Structure for Planning Scheme Amendments (updated 1 July 2019)

Amendment Stage	Details	Fee*	Comments
Stage 1	For: a) considering a request to amend a planning scheme; and b) taking action required by Division 1 of Part 3 of the Act; and c) considering any submissions which do not seek a change to the amendment; and d) if applicable, abandoning the amendment	\$3,050.90	To be submitted <u>with</u> this application form.
Stage 2	For: a) considering		
	(i) up to and including 10 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or	\$15,121.00	
	(ii) 11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or	\$30,212.40	
	(iii) Submissions that exceed 20 submissions which seek a change to an amendment, and where necessary referring the submissions to a panel; and	\$40,386.90	
	b) providing assistance to a panel in accordance with section 158 of the Act; and c) making a submission to a panel appointed under Part 8 of the Act at a hearing referred to in section 24(b) of the Act; and d) considering the panel's report in accordance with section 27 of the Act; and e) after considering submissions and the panel's report, abandoning the amendment.		To be submitted following exhibition of the Amendment. This must be paid before considering any submissions for panel.
Stage 3	For: a) adopting the amendment or part of the amendment in accordance with section 29 of the Act; and b) submitting the amendment for approval by the Minister in accordance with section 31 of the Act; and c) giving the notice of the approval of the amendment required by section 36(2) of the Act.	\$481.30	To be submitted before Council adopts the amendment.
Stage 4	For: a) consideration by the Minister of a request to approve the amendment in accordance with section 35 of the Act; and b) giving notice of approval of the amendment in accordance with section 36(1) of the Act.	\$481.30	To be submitted prior to the submission of the Amendment to the Minister for Planning. A cheque issued to DPCD should be supplied to BCSC and sent to DPCD with amendment documentation.

## **Combined Permit Application and Planning Scheme Amendment**

The fee for an application for a planning permit combined with a request for amendment of a planning scheme, made in accordance with section 96A, is the sum arrived at by adding the higher of the fees plus 50% of the lower of the fees which would have applied if separate applications had been made.

If the application for a planning permit is for any combination of the classes of application outlined previously, the fee for the planning permit for the purposes of this calculation is the higher of the fees which would have applied if separate applications for planning permits had been made.

## **Principles**

There are four principles that should underpin the information and subsequent amendment documentation submitted to Council. In all cases the amendment should;

- Help implement State Planning Policy Framework objectives;
- Help implement Local Planning Policy Framework objectives;
- Comply with any relevant Minister's Direction; and
- Make proper use of the Victorian Planning Provisions.