



# Application to end or amend an agreement.

Use this form to:

- End, amend or end in part a Section 173 Agreement listed on the Certificate of Title; under section 178A of the *Planning and Environment Act 1987* and to provide the information required by regulation 53A of the *Planning and Environment Regulation 2015*.

Prescribed fee is required to be submitted with this form if advertising of your application has already taken place.

If you need help to complete this form or to discuss the specific requirements of this application please contact the Planning Department on 9580 4131. Insufficient or unclear information may delay your application.

## Planning Enquiries

Phone: 9581 4131

Web: [www.kingston.vic.gov.au](http://www.kingston.vic.gov.au)

Email: [info@kingston.vic.gov.au](mailto:info@kingston.vic.gov.au)

Please note questions marked with an (\*) are mandatory and must be completed

## 1. The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions

### Street Address \*

Unit No.:	St No.:	St Name:
Suburb:		Postcode:

### Formal Land Description \*

Complete either A or B. This information can be found on the certificate of title

<b>A</b>	Lot No.:	
	On Lodged Plan, Title Plan or Plan of Subdivision No:	
<b>OR</b>		
<b>B</b>	Crown Allotment No.:	Section No.:
	Parish/Township Name:	

## 2. Planning Application Details (If Applicable)

### Planning Application number?

(Referred to within the Agreement registered on the Certificate of Title)

If Not Applicable write N/A

Planning Application No.:
KP

### 3. Agreement Number.

State the agreement registration number as detailed on the Certificate of Title.\* \*

Costs  
\$

Write 'NIL' if the cost difference is \$0.00  
Write 'N/A' if the permit does not allow development  
You may be required to verify this estimate.

### 4. Details of the proposal:

You must give full details of the proposal being applied for. Insufficient or unclear information may delay your application.

Please tick the type of proposal you are applying for:

- Application to Amend an agreement (Refer to Section 5)  
 Application to END an agreement (Refer to Section 6)

### 5. Details of proposed amendment to agreement:

**What is the amendment being applied for? \***

Indicate the type of changes proposed to agreement.

**Why is the amendment required?**

State the purpose of the proposed change.

*If the space provided is insufficient, attach a separate sheet*

**Are there any changes to circumstances that necessitates the proposed amendment?**

If NO, please write N/A  
*If the space provided is insufficient, attach a separate sheet*

Details:

Reasons:

Reasons:

## 6. Details of proposed ending to an agreement:

Clearly describe the parts of the agreement proposed to be amended

Details:

Why is the agreement no longer required?

Details:

## 7. Applicant and Owner Details

Provide details of the applicant and owner of the land.

### Applicant\*

The person who will receive the permit.

Name:

Title:

First Name:

Surname:

Organisation:

Postal Address:

If it is a PO Box, enter the details here:

Unit No.:

St No.:

St Name:

Suburb:

State:

Postcode:

### Contact\*

The person you want council to communicate with about the application.

Name:

Same as applicant

Title:

First Name:

Surname:

Organisation:

Postal Address:

If it is a PO Box, enter the details here:

Unit No.:

St No.:

St Name:

Suburb:

State:

Postcode:

### Contact Information

Please provide at least one contact phone number \*

Business Phone:

Email:

Mobile Phone:

Fax:

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## 8. Declaration

**This form must be signed by the applicant \***

**Remember** it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

<input type="checkbox"/>	<b>I declare that all the information in this application is true and correct and the owner (if not myself) has been advised of the amended permit application.</b>
Signature	Date: dd/mm/yyyy

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## 9. Information checklist

**Have you:**

<input type="checkbox"/>	Filled in the form completely?
<input type="checkbox"/>	Paid or included the application fee? (Contact council to determine the appropriate fee).
<input type="checkbox"/>	<b>Email</b> all necessary supporting information and documents to <a href="mailto:info@kingston.vic.gov.au">info@kingston.vic.gov.au</a>

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## 10. Lodgement

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

Email:	<a href="mailto:info@kingston.vic.gov.au">info@kingston.vic.gov.au</a>
Council Name:	Kingston City Council
Council Address:	Level 1, 1230 Nepean Highway, Cheltenham
Council Address:	PO Box 1000, Mentone, Victoria, 3194
<b>For help or more information</b>	
Telephone:	9581 4131
Fax:	03 9581 4500
Email:	<a href="mailto:info@kingston.vic.gov.au">info@kingston.vic.gov.au</a>

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## Privacy Notice

Information submitted in this application will be used by Council to assess your application for a planning permit in accordance with the Planning and Environment Act 1987 and for related municipal purposes. Information will be included in a public register of planning applications and may be disclosed to external consultants and to referral authorities in order to assess your application, and to other external parties as required by law.

All planning applications are available for public inspection at Council's offices during the assessment period and until the end of the latest period during which an application for a review may be made. During the assessment period information from this application will be available on Council's website as part of Advertising Documentation and may be available at public meetings.

The applicant may request a copy of their application from Council's Planning Team at any time. If you fail to provide all or part of the information required Council will get in touch with the nominated contact on this form to request further information. For further information contact Council's Planning Department on 9581 4131.

# Attachment to Application to amend a Planning Permit Application currently under assessment

ADDRESS OF PROPERTY .....

APPLICANT'S NAME .....

Phone No. .... Mobile No. .... Fax No.....

**Mail payments to:  
Kingston City Council  
PO Box 1000  
MENTONE VIC 3194**

**FAX: 9581 4500**

**Email: info@kingston.vic.gov.au**

## AMEX/MASTERCARD/VISA AUTHORISATION

CREDITCARD. Your signature below is an authority for Council to issue a sales voucher for the amount shown below as your payment for this account.

CREDIT CARD NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

MASTERCARD

Card Expiry Date

AMOUNT: \$ 659.00

CARDHOLDER'S NAME

CARDHOLDER'S SIGNATURE

VISA

AMEX

NOT Diners Card

## PARTICULARS OF CHEQUE, ETC

DRAWER	BANK	BRANCH

**Cheques and money orders to be made payable to: Kingston City Council crossed "Not Negotiable Bank A/C Payee Only" and forwarded to the above address.**