



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*.

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

Email: info@kingston.vic.gov.au

Disclosure Statement – Privacy Collection Notice

Planning permit applications

Planning and Environment Act 1987

Kingston City Council (**Council**) is committed to protecting your right to privacy. The personal information requested on this form is being collected by Council in accordance with the *Planning and Environment Act 1987 (Act)* and *Privacy and Data Protection Act 2014*.

Purpose of collection

The personal information requested on this form is being collected by Council for the purpose of processing your planning permit application as set out in the Act. The personal information will be used by Council for that primary purpose and for related municipal purposes.

If you do not provide your personal information, Council will be unable to process your application.

Disclosure

Council may disclose this information to neighbouring property owners and/or occupiers and parties who may have an interest in the application, such as referral authorities and external consultants. Council is required to keep a public register containing certain information relating to planning permit applications.

Council must make a copy of this application and supporting documentation available in accordance with the 'public availability requirements' under s 51(1) of the Act. This means that Council can make a copy of your application and supporting documentation available for any person to inspect:

- free of charge at Council's office under ss 197B; or
- on Council's website under s197C of the Act and on request at Council's office under s197D of the Act, free of charge.

Council may also provide a copy of your application to relevant third parties via email or post, and it may be made available at public meetings.

Council will not otherwise disclose your personal information unless you have provided consent to the disclosure.

You must not submit any personal information or copyright material of third parties without their informed consent. By submitting the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright.

Council is required to receive your consent before it publishes any personal information contained in the application on Council's website under s197F of the Act. This also includes the public register under s197G of the Act. Council is permitted to publish the property address that is the subject of the application.

Access to and correction of your personal information

For more information about the public availability requirements, you can contact Council's Planning Department on 9581 4131.

Please tick this box if you consent to the publication of your personal information on Council's website:

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

A

Lot No.:

On Lodged Plan, Title Plan or Plan of Subdivision No:

OR

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: <input type="checkbox"/> 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:
Business Phone:		Email:
Mobile Phone:		Fax:

Contact Information

Please provide at least one contact phone number *

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"/>	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.
Signature	Date: <input type="text"/> dd/mm/yyyy

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"/>	Email all necessary supporting information and documents to info@kingston.vic.gov.au

10. Lodgement

Lodge the completed and signed form and all documents with:

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

