



City of
KINGSTON

Planning Enquiries
Phone: 9581 4131

Web: www.kingston.vic.gov.au
Email: info@kingston.vic.gov.au

Application for Certificate of Compliance

Section 97N of the Planning and Environment Act 1987

Use this form to certify that either an existing use or proposal complies with the requirements of the planning scheme at the date of the certificate.

An application cannot be accepted without a completed application form, and the lodgement fee.

The Land

Please provide the street address of the land.

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

Contact Details

The person or organisation you want council to communicate with regarding the certificate for compliance

Name:

Title:	First Name:	Surname:
--------	-------------	----------

Organisation:

Postal Address:

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

Please provide at least one contact phone number

Business Phone:	Email:
Mobile Phone:	Fax:

Existing Use and/or Proposal

Describe the use or proposal for which a Certificate is sought. Attach any other information which the Responsibility Authority may require to decide whether to issue a certificate

Declaration

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

I declare that all the information in this application is true and correct

Signature	Date: dd/mm/yyyy
-----------	---------------------

Lodgement

Lodge the completed and signed form and all documents with:

Email: info@kingston.vic.gov.au
Council Name: City of Kingston
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

Privacy Notice

Information submitted as part of this application will be used by Council to assess your application for the amendment of 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.

The personal information disclosed in the application will be made available for public inspection including on Councils public website whilst the application is being determined and during the review period, in accordance with section 51 of the Planning & Environment Act 1987. If a planning permit is granted, the permit and any endorsed plans or documents under the permit continue to be available for public inspection including on Councils website on a permanent basis and may also be used by Council for related purposes.

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.

I AGREE TO THE ABOVE STATEMENT

FEES Payable - \$336.40

AMEX/ BANKCARD/ MASTERCARD/ VISA CREDIT CARD AUTHORISATION

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

Please Tick Appropriate Box

BANKCARD VISA
 MASTERCARD AMEX

Card Expiry Date: _____ Amount: \$ _____

Card Holder's Name: _____

Cardholder's Signature: _____ Date: _____