



## Request to amend a Planning Application after notice has been given

The Planning & Environment (Fees) Regulations 2016 state the fee for this request is:  
\*40% of the application fee for that class of permit or amendment to permit\*; and

Where the class of application is changing to a new class of higher application fee, the difference between the fee for the application to be amended and the fee for the new class.

*\*This fee may be waived or reduced for minor amendments at the discretion of the City, unless the amendment involves further significant processing of the application, such as the giving of notice\*.*

### Planning application number and address of land

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### Applicant details

Name
Organisation (if applicable)

I request that the City of Greater Bendigo amend the above planning application under Section 57A of the Planning & Environment Act 1987.

The application is to be amended by the following: *(tick the applicable box and provide details)*

- An amendment to the use or development mentioned in the application;
- An amendment to the description of the application;
- An amendment to the description of land to which the application applies;
- An amendment to any plans and/or other documents forming part of; or accompanying the application.

### Details of the amendment:


### Declaration

I declare that I am the applicant and that all changes to the application have been listed as part of the amended proposal and that the owner (if not myself) has been notified of the amended application.

Signature:

Date:

## **INFORMATION REGARDING AN AMENDMENT UNDER SECTION 57A**

Section 57A of the Planning & Environment Act 1987 states:

*Amendments to application after notice of application is given*

- (1) *An applicant may ask the responsible authority to amend an application after notice of the application is given under section 52.*
- (2) *An amendment to an application may include—*
  - (a) *an amendment to the use or development mentioned in the application; and*
  - (b) *an amendment to the description of land to which the application applies; and*
  - (c) *an amendment to any plans and other documents forming part of or accompanying the application.*
- (3) *A request under this section must—*
  - (a) *be accompanied by the prescribed fee (if any); and*
  - (b) *be accompanied by any information or document referred to in section 47(1)(c) to 47(1)(e) that relates to the proposed amendment to the application and that was not provided with the original application; and*
  - (c) *if the applicant is not the owner of the land to which the application applies, be signed by the owner or include a declaration by the applicant that the applicant has notified the owner about the request.*
- (4) *Subject to subsection (5), the responsible authority must amend the application in accordance with the request.*
- (5) *The responsible authority may refuse to amend the application if it considers that the amendment is so substantial that a new application for a permit should be made.*
- (6) *The responsible authority must make a note in the register if any amendment is made to an application under this section.*
- (7) *On the amendment of an application under this section—*
  - (a) *the amended application is to be taken –*
    - *to be the application for the purposes of this Act; and*
    - *to have been received on the day that the request for amendment was received by the responsible authority; and*
  - (b) *all objections made in relation to the original application are to be taken to be objections to the amended application.*
- (8) *Nothing in this section affects any right a person may have to make a request under section 87 or 89 in respect of anything done or not done in relation to the original application.*
- (9) *Sections 52 and 55 do not apply to an amended application.*

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**Lodge** the completed and signed form, including any supporting documents at:

**By email:**

[planningadmin@bendigo.vic.gov.au](mailto:planningadmin@bendigo.vic.gov.au) – we will send you an invoice which must be paid within 5 business days.

**In person or mail:**

City of Greater Bendigo  
15 Hopetoun Street, Bendigo 3550  
PO Box 733, Bendigo 3552

*The City of Greater Bendigo (City) is committed to protecting your privacy. The personal information you have provided on this form or in relation to your application is being collected by the City for the purpose of assessing your planning permit application. The personal information will be used to correspond with you about your application; notify affected parties who may wish to inspect your application so that they can respond (if necessary); to contract service providers where necessary or appropriate; and for any other directly related purposes. The information you provide will be made available online on the City's website during the public notice period of the application; to any person who may wish to inspect your application until the application process is concluded, including any review at the Victorian Civil and Administrative Tribunal; to relevant officers within the City and other relevant agencies directly involved in the planning process; and to persons accessing information in accordance with the Freedom of Information Act 1982, Planning and Environment Act 1987 or Public Records Act 1973. Your personal information will not be disclosed to any other external party without your consent, unless required or authorised by law. If your personal information is not collected, we may not be able to process your application. If you wish to access or amend any of the personal information you have supplied to the City, please contact our Planning team on 03 5434 6355 or email [planningadmin@bendigo.vic.gov.au](mailto:planningadmin@bendigo.vic.gov.au).*