

Application for extension of time

Applicant Details	
Name:	
Address:	
Phone:	Email:

Permit Application & Land Details			
Permit / Application No:		Date Issued:	
Lot:	Plan:	Crown Allotment:	Section:
Address:			

Specify Time Sought for Extension	<input type="checkbox"/> 1 year	<input type="checkbox"/> 2 years	<input type="checkbox"/> Other _____
Is the land currently or about to be for sale?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Reason why the permit has not been acted upon within the time limit

List any progress that has been made towards acting on the permit

When will the works approved by the permit commence and be completed?

Declaration

I declare that all the information I have given is true and correct and the owner (if not myself) has been advised of the application. It is against the law to provide false or misleading information.

Signature: _____ Date: _____

How to Submit an Extension of Time Request

Use this form to apply for an extension of time to a Planning Permit under Section 69 of the Planning and Environment Act 1987.

As the owner or occupier of the land, you may apply for an extension of time to the commencement or completion date of an existing permit:

- Within 6 months after the permit expiry date, where the use or development allowed by the permit has not yet started (commencement), OR
- Within 12 months after the permit expiry date, where the development allowed by the permit lawfully started before the permit expired, but has not been completed.

A permit cannot be extended if a request is made outside the above timeframes and you will not be able to apply to VCAT for a review of the matter.

You must give full details. If you do not give enough detail, or give insufficient reasons for your request, you will be asked for more information. This will delay your application. Please attach an additional page if there is insufficient room.

IMPORTANT INFORMATION

When deciding on whether to extend the permit, the responsible authority may also consider:

- Whether there has been a change of planning policy.
- Whether the landowner is seeking to “warehouse” the permit.
- Intervening circumstances as bearing upon grant or refusal.
- The total elapse of time.
- Whether the limit originally imposed was adequate.
- The economic burden imposed on the landowner by the permit.
- The probability of a permit issuing should a fresh application be made.

Applicant Details

The person you want Council to communicate with about the application. Give your full name or the name of the company, along with full contact details. If you are not the owner, the owner must be notified of the application, which is acknowledged in the declaration.

Permit Application & Land Details

Provide the planning permit number and the date the permit was issued (this information can be found on the permit document). Specify the parcel description and address details of the land (this information can be found on the Certificate of Title).

Have you

- Filled in the form completely and signed the declaration?
- Paid or included the application fee?
- Provided all necessary supporting information and documents?

Payment and lodgment details

Swan Hill Rural City Council
45 Splatt Street
SWAN HILL VIC 3585

Telephone: 03 5036 2352

Email: planning@swanhill.vic.gov.au

Website: <https://www.swanhill.vic.gov.au/building-and-planning/planning/>