

# THE PLANNING APPLICATION PROCESS IN FOUR SIMPLE STAGES

Applying for a planning permit may seem like a complicated business. But with these four simple stages to the process you will know exactly what to expect after lodging your application.

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## FURTHER INFORMATION

Within 28 days of the application being lodged and allocated to a town planner a written request for further information or amendments may be issued. Nearly all planning applications will receive a further information request from council



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## ADVERTISING TIME

Once the further information request has been responded too the application is ready to be advertised. A sign is erected on the site advertising the application to the public for 14 days.



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## THE ASSESSMENT

The design is assessed against the planning scheme, taking into account how well the design meets the planning objectives as well as any objections from neighbours or comments from referral authorities like VicRoads.



Council also send written notification to neighbours and property owners that will be affected by the development to give them the opportunity to object.

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## DECISION TIME

After the town planner's deliberating the council then issue there decision which will either be a planning permit, a notice of decision to grant a permit or a refusal.



## PLANNING PERMIT

This forms part of your planning approval and will be issued with around twenty to forty conditions attached to it. Before the final approval is given the conditions of the permit must be met.

## NOTICE OF DECISION

If there have been objections to your application the council will issue a notice of decision to grant a permit. This gives objectors 28 days to appeal the decision at VCAT. If no appeals are made then the council will issue the planning permit after the 28 days.



## REFUSAL

A refusal will be issued if the council think the design does not comply with the planning regulations and objectives. The reasons for the decision will be outlined in the refusal. You have 60 days from when it is issued to appeal the decision at VCAT.

Now you know exactly what to expect when you lodge your planning application, there will be no surprises along the way. Remember only once you have met the conditions of your permit will council endorse your plans and you will have your full planning approval. Then you are ready to begin the next stage of your development.

If you are ready start the planning process give our friendly team a call today and we would be happy to help

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