

Application for Planning Information



01 July 2024 - 30 June 2025

Use this application:

- if you require a written response from Council to determine if a planning permit is required for your proposal
- when you need written confirmation or response from Council on a specific planning question or matter.

You can also apply online

Applicant Details				*Mandatory information	
All communication for this application will be emailed to this contact*					
Title		First Name		Surname	
Organisation	(if applicable)				
Address*					
Suburb		State		Postcode	
Email*				Phone	

The Land				
Street Address*				
Suburb			Postcode	

Need Help?

Please contact Statutory Planning if you need help completing this form or if you are unsure about the information we need to process the application. You can also visit www.maroondah.vic.gov.au or call us on 1300 88 22 33.

Application Details

Please submit supporting information such as site plans, elevations and title search to the property. Failure to include sufficient information may affect or alter Council's advice.

Proposal / Description*

Note

Please note: Council's advice and fees will be based upon the information submitted in the application.

Lodgment options

Application with Cheque or Money Order can be posted to *PO Box 156 Ringwood 3134*. Applications can be made and paid in person at our Customer Service Centres:

Realm, Ringwood Town Square, 179 Maroondah Highway, Ringwood (Opposite Ringwood Station)
Hours: 9am-8pm Monday - Friday, 10am-5pm Saturday, Sunday and public holidays

Croydon Library, Civic Square, Croydon
Hours: 8.30am-5pm Monday - Friday

Privacy Collection Statement

Maroondah City Council (Council) is committed to protecting your privacy as prescribed by the Planning and Environment Act 1987 (PE Act) and the Privacy & Data Protection Act 2014.

Your application and the personal information on this form is collected by Council for the purposes of the application process as set out in the PE Act.

If you do not provide your name and address Council will not be able to consider your application.

our information will not be disclosed to any external party without your consent, unless Council is required or authorised to do so by law.

You can request access to your personal information by contacting Council's Privacy Officer on 1300 88 22 33 or email– privacy@maroondah.vic.gov.au

Fees

This is a fee-based service, where charges depend on the type of property for which you are applying:

- single dwelling in a residential zone
- another type of property.

Single Dwelling in a Residential Zone	\$135.20 (GST included)
All other applications	\$219.50 (GST included)

Cashier Use - See fees listed above.

AP: Prepayment: _____ Receipt Number: _____

Amount: \$ _____ Date Paid: ___/___/___

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Confirm zone for property address is GIS Planning/Building module

AP PP/PLAN ADD

Narrative – Application for Planning Information Request – Subject Address

Payment Type: Cash/ Chq/ EFTPOS

Receipt Number: _____ Amount: \$ _____

Date Paid: ___/___/___