

Application Details

Address of the land:

Existing conditions:

Describe how the land is used and developed now.

The proposal:

Describe the use and/or development that you are requesting consent for.

Ensure that you have attached:

- A copy of the Title (obtained within the last six months), including the plan of subdivision and a copy of any restrictive covenant or Section 173 Agreement that applies to the land.
- A copy of the proposed plans that are to scale and show accurate details of any building envelopes and/or building exclusion zones.

Declaration (must be signed)

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the application.

Signature:

Date:

Privacy Collection Notice

Macedon Ranges Shire Council is committed to protecting your privacy. The personal information you provide on this form is being collected for the primary purpose of assessing your planning application.

Where required, the personal information being collected will be provided to any persons who wish to inspect your application prior to a decision being made, and to Council staff and external agencies involved in the planning process, in accordance with the Planning and Environment Act 1987.

If your application requires public notification (advertising) it will also be made available online on Council's website until the final decision is made on the application. If you **do not** consent to your personal information being available online, check this box and we will redact your personal information prior to making your application documents available online.

If your application contains personal information of any other parties you must gain their consent to include their personal information in your application and provide them with a copy of this notice.

Your personal information will not be disclosed to any other external party without your consent, unless required or authorised by law. If you wish to gain access to, or alter, any personal information you have supplied on this form, contact us on (03) 5422 0333.

You can access Council's Privacy Policy at mrsc.vic.gov.au/privacy

HOW TO SUBMIT AND PAY

EMAIL: Send completed form, title documents and plans to mrsc@mrsc.vic.gov.au.

IN PERSON: Bring completed form, title documents and plans to one of our service centres and pay with cash, cheque/money order, EFTPOS or credit card (Mastercard/VISA).

POST: Mail completed form, title documents and plans to:
Macedon Ranges Shire Council, PO BOX 151, KYNETON VIC 3444
Complete the attached credit card payment authorisation or pay over the phone.

PHONE: Submit your application documents by one of the above methods and call (03) 5422 0333 to pay by credit card over the phone.