

Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the end of this form.

Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any questions, please contact Council's planning department.

Questions marked with an asterisk (*) must be completed.

If the space provided on the form is insufficient, attach a separate sheet

Click for further information.

Clear Form

CITY OF MARIBYRNONG
ADVERTISED PLAN

The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.:

St. No.:

St. Name:

Suburb/Locality:

Postcode:

Formal Land Description *

Complete either A or B.

This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A

Lot No.:

☐ Lodged Plan

☐ Title Plan

☐ Plan of Subdivision

No.:

OR

B

Crown Allotment No.:

Section No.:

Parish/Township Name:

The Proposal

You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application

For what use, development or other matter do you require a permit? *

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

Cost \$

You may be required to verify this estimate. Insert '0' if no development is proposed.

If the application is for land within **metropolitan Melbourne** (as defined in section 3 of the *Planning and Environment Act 1987*) and the estimated cost of the development exceeds \$1.093 million (adjusted annually by CPI) the Metropolitan Planning Levy **must** be paid to the State Revenue Office and a current levy certificate **must** be submitted with the application. Visit www.sro.vic.gov.au for information.

Estimated cost of any development for which the permit is required *

Existing Conditions

Describe how the land is used and developed now *

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

 Provide a plan of the existing conditions. Photos are also helpful.

Title Information

Encumbrances on title *

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ☐ Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ☐ No
- ☐ Not applicable (no such encumbrance applies).

 Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

Applicant and Owner Details

Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Please provide at least one contact phone number *

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:

Title:First Name:Surname:

Organisation (if applicable):

Postal Address:If it is a P.O. Box, enter the details here:

Unit No.:St. No.:St. Name:

Suburb/Locality:State:Postcode:

Contact information for applicant OR contact person below

Business phone:Email:

Mobile phone:Fax:

Contact person's details*Same as applicant☐

Name:

Title:First Name:Surname:

Organisation (if applicable):

Postal Address:If it is a P.O. Box, enter the details here:

Unit No.:St. No.:St. Name:

Suburb/Locality:State:Postcode:

Owner*Same as applicant☐

Name:

Title:First Name:Surname:

Organisation (if applicable):

Postal Address:If it is a P.O. Box, enter the details here:

Unit No.:St. No.:St. Name:

Suburb/Locality:State:Postcode:

Owner's Signature (Optional):Date:

day / month / year

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Declaration

This form must be signed by the applicant *

 Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

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 permit application.

Signature:

Briellen Beard

Date:

day / month / year

Need help with the Application?

General information about the planning process is available at planning.vic.gov.au

Contact Council's planning department to discuss the specific requirements for his application and obtain a planning permit checklist. Insufficient or unclear information may delay your application

Has there been a pre-application meeting with a council planning officer

☐

No

☐

Yes

If 'Yes', with whom?:

Date:

day / month / year

Checklist

Have you:

☐

Filled in the form completely?

☐

Paid or included the application fee?



Most applications require a fee to be paid. Contact Council to determine the appropriate fee.



Provided all necessary supporting information and documents?

☐

A full, current copy of title information for each individual parcel of land forming the subject site.

☐

A plan of existing conditions.

☐

Plans showing the layout and details of the proposal.

☐

Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

☐

If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts)

☐

If applicable, a current Metropolitan Planning Levy certificate (a levy certificate expires 90 days after the day on which it is issued by the State Revenue Office and then cannot be used). Failure to comply means the application is void

☐

Completed the relevant council planning permit checklist?

☐

Signed the declaration?

Lodgement

Lodge the completed and signed form, the fee and all documents with:

Maribyrnong City Council

PO Box 58

Footscray VIC 3011

Cnr Napier & Hyde Streets

Footscray VIC 3011

Contact information:

Phone: (03) 9688 0200

Email: email@maribyrnong.vic.gov.au

DX: 81112

Deliver application in person, by post or by electronic lodgement.

MORE INFORMATION

The Land

Planning permits relate to the use and development of the land. It is important that accurate, clear and concise details of the land are provided with the application.

How is land identified

Land is commonly identified by a street address, but sometimes this alone does not provide an accurate identification of the relevant parcel of land relating to an application. Make sure you also provide the formal land description - the lot and plan number or the crown, section and parish/township details (as applicable) for the subject site. This information is shown on the title.

See **Example 1**.

The Proposal

Why is it important to describe the proposal correctly?

The application requires a description of what you want to do with the land. You must describe how the land will be used or developed as a result of the proposal. It is important that you understand the reasons why you need a permit in order to suitably describe the proposal. By providing an accurate description of the proposal, you will avoid unnecessary delays associated with amending the description at a later date.

 Planning schemes use specific definitions for different types of use and development. Contact the Council planning office at an early stage in preparing your application to ensure that you use the appropriate terminology and provide the required details.

How do planning schemes affect proposals?

A planning scheme sets out policies and requirements for the use, development and protection of land. There is a planning scheme for every municipality in Victoria. Development of land includes the construction of a building, carrying out works, subdividing land or buildings and displaying signs.

Proposals must comply with the planning scheme provisions in accordance with Clause 61.05 of the planning scheme. Provisions may relate to the State Planning Policy Framework, the Local Planning Policy Framework, zones, overlays, particular and general provisions. You can access the planning scheme by either contacting Council's planning department or by visiting Planning Schemes Online at planning-schemes.delwp.vic.gov.au

 You can obtain a planning certificate to establish planning scheme details about your property. A planning certificate identifies the zones and overlays that apply to the land, but it does not identify all of the provisions of the planning scheme that may be relevant to your application. Planning certificates for land in metropolitan areas and most rural areas can be obtained by visiting www.landata.vic.gov.au Contact your local Council to obtain a planning certificate in Central Goulburn, Corangamite, Macedon Ranges and Greater Geelong. You can also use the free Planning Property Report to obtain the same information.

See **Example 2**.

Estimated cost of development

In most instances an application fee will be required. This fee must be paid when you lodge the application. The fee is set down by government regulations.

To help Council calculate the application fee, you must provide an accurate cost estimate of the proposed development. This cost does not include the costs of development that you could undertake without a permit or that are separate from the permit process. Development costs should be calculated at a normal industry rate for the type of construction you propose.

Council may ask you to justify your cost estimates. Costs are required solely to allow Council to calculate the permit application fee. Fees are exempt from GST.

 Costs for different types of development can be obtained from specialist publications such as Cordell Housing: Building Cost Guide or Rawlinsons: Australian Construction Handbook.

 Contact the Council to determine the appropriate fee. Go to planning.vic.gov.au to view a summary of fees in the Planning and Environment (Fees) Regulations.

Metropolitan Planning Levy refer Division 5A of Part 4 of the *Planning and Environment Act 1987* (the Act). A planning permit application under section 47 or 96A of the Act for a development of land in metropolitan Melbourne as defined in section 3 of the Act may be a leviable application. If the cost of the development exceeds the threshold of \$1 million (adjusted annually by consumer price index) a levy certificate must be obtained from the State Revenue Office after payment of the levy. A valid levy certificate must be submitted to the responsible planning authority (usually council) with a leviable planning permit application. Refer to the State Revenue Office website at www.sro.vic.gov.au for more information. A leviable application submitted without a levy certificate is void.

Existing Conditions

How should land be described?

You need to describe, in general terms, the way the land is used now, including the activities, buildings, structures and works that exist (e.g. single dwelling, 24 dwellings in a three-storey building, medical centre with three practitioners and 8 car parking spaces, vacant building, vacant land, grazing land, bush block).

Please attach to your application a plan of the existing conditions of the land. Check with the local Council for the quantity, scale and level of detail required. It is also helpful to include photographs of the existing conditions.

See **Example 3**.

Title Information

What is an encumbrance?

An 'encumbrance' is a formal obligation on the land, with the most common type being a 'mortgage'. Other common examples of encumbrances include:

- **Restrictive Covenants:** A 'restrictive covenant' is a written agreement between owners of land restricting the use or development of the land for the benefit of others, (eg. a limit of one dwelling or limits on types of building materials to be used).
- **Section 173 Agreements:** A 'section 173 agreement' is a contract between an owner of the land and the Council which sets out limitations on the use or development of the land.
- **Easements:** An 'easement' gives rights to other parties to use the land or provide for services or access on, under or above the surface of the land.
- **Building Envelopes:** A 'building envelope' defines the development boundaries for the land.

Aside from mortgages, the above encumbrances can potentially limit or even prevent certain types of proposals.

What documents should I check to find encumbrances

Encumbrances are identified on the title (register search statement) under the header 'encumbrances, caveats and notices'. The actual details of an encumbrance are usually provided in a separate document (instrument) associated with the title. Sometimes encumbrances are also marked on the title diagram or plan, such as easements or building envelopes.

What about caveats and notices?

A 'caveat' is a record of a claim from a party to an interest in the land. Caveats are not normally relevant to planning applications as they typically relate to a purchaser, mortgagee or chargee claim, but can sometimes include claims to a covenant or easement on the land. These types of caveats may affect your proposal.

Other less common types of obligations may also be specified on title in the form of 'notices'. These may have an effect on your proposal, such as a notice that the building on the land is listed on the Heritage Register.

What happens if the proposal contravenes an encumbrance on title?

Encumbrances may affect or limit your proposal or prevent it from proceeding. Section 61(4) of the *Planning and Environment Act 1987* for example, prevents a Council from granting a permit if it would result in a breach of a registered restrictive covenant. If the proposal contravenes any encumbrance, contact the Council for advice on how to proceed.

You may be able to modify your proposal to respond to the issue. If not, separate procedures exist to change or remove the various types of encumbrances from the title. The procedures are generally quite involved and if the encumbrance relates to more than the subject property, the process will include notice to the affected party.

⚠ You should seek advice from an appropriately qualified person, such as a solicitor, if you need to interpret the effect of an encumbrance or if you seek to amend or remove an encumbrance.

Why is title information required?

Title information confirms the location and dimensions of the land specified in the planning application and any obligations affecting what can be done on or with the land.

As well as describing the land, a full copy of the title will include a diagram or plan of the land and will identify any encumbrances, caveats and notices.

What is a 'full' copy of the title?

The title information accompanying your application must include a 'register search statement' and the title diagram, which together make up the title.

In addition, any relevant associated title documents, known as 'instruments', must also be provided to make up a full copy of the title.

Check the title to see if any of the types of encumbrances, such as a restrictive covenant, section 173 agreement, easement or building envelope, are listed. If so, you must submit a copy of the document (instrument) describing that encumbrance. Mortgages do not need to be provided with planning applications.

⚠ Some titles have not yet been converted by Land Registry into an electronic register search statement format. In these earlier types of titles, the diagram and encumbrances are often detailed on the actual title, rather than in separate plans or instruments.

Why is 'current' title information required?

It is important that you attach a current copy of the title for each individual parcel of land forming the subject site. 'Current' title information accurately provides all relevant and up-to-date information.

Some councils require that title information must have been searched within a specified time frame. Contact the Council for advice on their requirements.

⚠ Copies of title documents can be obtained from Land Registry: Level 10, 570 Bourke Street, Melbourne; 03 8636 2010; www.landata.vic.gov.au – go direct to "titles & property certificates"

Applicant and Owner Details

This section provides information about the permit applicant, the owner of the land and the person who should be contacted about any matters concerning the permit application.

The applicant is the person or organisation that wants the permit. The applicant can, but need not, be the contact person.

In order to avoid any confusion, the Council will communicate only with the person who is also responsible for providing further details. The contact may be a professional adviser (e.g. architect or planner) engaged to prepare or manage the application. To ensure prompt communications, contact details should be given.

Check with Council how they prefer to communicate with you about the application. If an email address is provided this may be the preferred method of communication between council and the applicant/contact.

The owner of the land is the person or organisation who owns the land at the time the application is made. Where a parcel of land has been sold and an application made prior to settlement, the owner's details should be identified as those of the vendor. The owner can, but need not, be the contact or the applicant.

See **Example 4**.

Declaration

The declaration should be signed by the person who takes responsibility for the accuracy of all the information that is provided. This declaration is a signed statement that the information included with the application is true and correct at the time of lodgement.

The declaration can be signed by the applicant or owner. If the owner is not the applicant, the owner must either sign the application form or must be notified of the application which is acknowledged in the declaration

⚠ Obtaining or attempting to obtain a permit by wilfully making or causing any false representation or declaration, either orally or in writing, is an offence under the *Planning and Environment Act 1987* and could result in a fine and/or cancellation of the permit

Need help with the Application?

If you have attended a pre-application meeting with a Council planner, fill in the name of the planner and the date, so that the person can be consulted about the application once it has been lodged.

Checklist

What additional information should you provide to support the proposal?

You should provide sufficient supporting material with the application to describe the proposal in enough detail for the Council to make a decision. It is important that copies of all plans and information submitted with the application are legible.

There may be specific application requirements set out in the planning scheme for the use or development you propose. The application should demonstrate how these have been addressed or met.

The checklist is to help ensure that you have:

- provided all the required information on the form
- included payment of the application fee
- attached all necessary supporting information and documents
- completed the relevant Council planning permit checklist
- signed the declaration on the last page of the application form

⚠ The more complete the information you provide with your permit application, the sooner Council will be able to make a decision.

Lodgement

The application must be lodged with the Council responsible for the planning scheme in which the land affected by the application is located. In some cases the Minister for Planning or another body is the responsible authority instead of Council. Ask the Council if in doubt.

Check with Council how they prefer to have the application lodged. For example, they may have an online lodgement system, prefer email or want an electronic and hard copy. Check also how many copies of plans and the size of plans that may be required.

Contact details are listed in the lodgement section on the last page of the form.

⚠ Approval from other authorities: In addition to obtaining a planning permit, approvals or exemptions may be required from other authorities or Council departments. Depending on the nature of your proposal, these may include food or health registrations, building permits or approvals from water and other service authorities.

EXAMPLES

Example 1

The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.: 4

St. No.: 26

St. Name: Planmore Avenue

Suburb/Locality: HAWTHORN

Postcode: 3122

Formal Land Description *
Complete either A or B.

This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A

Lot No.: 2

☐ Lodged Plan

☐ Title Plan

☒ Plan of Subdivision

No.: LP93562

OR

B

Crown Allotment No.:

Section No.:

Parish/Township Name:

Example 2

For what use, development or other matter do you require a permit? *

Construction of two, double-storey dwellings and construction of two new crossovers.

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

Example 3

Existing Conditions

Describe how the land is used and developed now *

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Single dwelling.

Provide a plan of the existing conditions. Photos are also helpful.

Example 4

Applicant and Owner Details

Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Please provide at least one contact phone number *

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:

Title: Mr

First Name: Len

Surname: Browning

Organisation (if applicable): Responsible Developers P/L

Postal Address:

Unit No.: 4

St. No.: 12

St. Name: Ardour Lane

Suburb/Locality: Wycheproof

State: Vic

Postcode: 3527

Contact information for applicant OR contact person below

Business phone: 9123 4567

Email: tcpl@bigpond.net.au

Mobile phone: 0412 345 678

Fax: 9123 4567

Contact person's details*

☐ Same as applicant

Name:

Title: Mr

First Name: Andrew

Surname: Hodge

Organisation (if applicable): Town Planning Consultants

Postal Address:

Unit No.:

St. No.:

St. Name: PO Box 111

Suburb/Locality: Parkdale

State: Vic

Postcode: 3194

☒ Same as applicant

Name:

Title:

First Name:

Surname:

Organisation (if applicable):

Postal Address:

Unit No.:

St. No.:

St. Name:

Suburb/Locality:

State:

Postcode:

Owner's Signature (Optional):

Date:

day / month / year

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Addendum

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

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VOLUME 11894 FOLIO 422

Security no : 124134851655S
Produced 21/05/2026 09:08 AM

CITY OF MARIBYRNONG
RECEIVED
22/05/2026
URBAN PLANNING

LAND DESCRIPTION

Lot 1 on Title Plan 963383U.
Created by Application No. 139025G 29/06/2017

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
MORWEENNA PTY LTD of LEVEL 13 664 COLLINS STREET DOCKLANDS VIC 3008
AV121457X 10/12/2021

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AY263035F 31/07/2024
NATIONAL AUSTRALIA BANK LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

Warning as to Dimensions

Any dimension and connecting distance shown is based on the description of the land as contained in the General Law Title and is not based on survey information which has been investigated by the Registrar of Titles.

DIAGRAM LOCATION

SEE TP963383U FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 1B PICKETT STREET FOOTSCRAY VIC 3011

ADMINISTRATIVE NOTICES

NIL

eCT Control 16089P NATIONAL AUSTRALIA BANK LTD
Effective from 31/07/2024

DOCUMENT END

Imaged Document Cover Sheet

CITY OF MARIBYRNONG

RECEIVED**22/05/2026**

URBAN PLANNING

The document following this cover sheet is an imaged document supplied by LANDATA®, Secure Electronic Registries Victoria.

Document Type	Plan
Document Identification	TP963383U
Number of Pages (excluding this cover sheet)	1
Document Assembled	21/05/2026 09:10

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The document is invalid if this cover sheet is removed or altered.

TITLE PLAN				EDITION 1	TP963383U
LOCATION OF LAND PARISH: CUT-PAW-PAW TOWNSHIP: SECTION: 14 CROWN ALLOTMENT: J (Pt) CROWN PORTION: LAST PLAN REFERENCE: DERIVED FROM: DEPTH LIMITATION: NIL				NOTATIONS WARNING AS TO DIMENSIONS: ANY DIMENSION AND CONNECTING DISTANCE SHOWN IS BASED ON THE DESCRIPTION OF THE LAND CONTAINED IN THE GENERAL LAW TITLE AND IS NOT BASED ON SURVEY INFORMATION WHICH HAS BEEN INVESTIGATED BY THE REGISTRAR OF TITLES. ALL DIMENSIONS SHOWN UNDERLINED ARE SURVEY BASED. ALL OTHER DIMENSIONS ARE TITLE (DEED) BASED.	
EASEMENT INFORMATION E - ENCUMBERING EASEMENT. R - ENCUMBERING EASEMENT (ROAD). A - APPURTENANT EASEMENT.					THIS PLAN HAS BEEN PREPARED BY LAND VICTORIA FOR TITLE DIAGRAM PURPOSES Checked by: PRT Date: 29/6/2017 Assistant Registrar of Titles
Easement Reference	Purpose / Authority	Width (Metres)	Origin	Land benefited / In favour of	

PICKETT

LOT 1

STREET

ALBERT STREET

Dimensions and Bearings:
Top: 90°00', 14.05 (underlined), 13.41
Right: 3.84, 25.15, 25.97 (underlined), 180°00'
Bottom: 13.41, 14.17 (underlined), 270°00', 32
Left: 0°00', 26.01, 25.15

LENGTHS ARE IN METRES	SCALE —	DEALING / FILE No: AP139025G		DEALING CODE: 14	
		GOVERNMENT GAZETTE No:		SHEET 1 OF 1	

PLANNING PERMIT APPLICATION

WRITTEN SUBMISSION – CHANGE OF USE

Allied Health Consulting Rooms

1B Pickett Street, Footscray VIC 3011

To:	Urban Planning Department, Maribyrnong City Council
Re:	Planning Permit Application – Change of Use
Site:	1B Pickett Street, Footscray VIC 3011
Applicant:	Briellen Beard
Date:	21 May 2026

Dear Planning Officer,

Please accept this written submission in support of a planning permit application for the use of the land for Allied Health Consulting Rooms at 1B Pickett Street, Footscray VIC 3011.

This submission has been prepared in accordance with Council's Fact Sheet 6 – Change of Use (including New Businesses) and addresses each required item.

1. Previous Use of the Site

The subject site includes a single storey building of approximately 120m² with on-site parking for 2 cars.

Historically, the premises operated as:

- A dentist's surgery,
- More recently as office-type use.

It is understood that the premises has been used for commercial purposes for over 50 years. However, the property has been vacant for some time and has been subject to ongoing security issues. The proposal seeks to formalise a change of use to Allied Health Consulting Rooms within the existing building envelope, as there is no current business permit approved for the site. This use will re-align the premises with its history of service provision to the Footscray community.

2. Proposed Use, Staffing, Patrons and Hours of Operation

The proposed use is for Allied Health Consulting Rooms. The practice will operate as a professional, appointment-based consulting environment for Allied Health Practitioners who sub-lease consulting spaces on short- and long-term basis. The property includes 4 proposed consulting rooms, a spacious waiting room, a bathroom, storage facilities and a small staff kitchen.

2.1 Staffing

There will be a maximum of 4 staff onsite at any one time:

- 4 practitioners; or
- 3 practitioners + 1 administrative staff member.

2.2 Client Attendance

At any given time, a maximum of four clients will be in consultation. The practice will operate strictly on an appointment-only basis, with standard consultation sessions running for 50 minutes. A 10-minute buffer between appointments will be scheduled to stagger arrivals and departures, and no walk-in service will be offered. This operational model is designed to avoid overlapping attendance and significantly reduce overall car parking demand.

2.3 Hours of Operation

- Monday–Friday: 8:00am – 6:00pm
- Saturday: 9:00am – 5:00pm
- No Sunday trading
- No late-night trading

2.4 Liquor

- No liquor will be sold.
- No liquor licence required.

3. Details of Building Works

The proposal involves primarily internal fit-out works to improve the site for the purpose of this business and to meet disability access requirements. A VicSmart application is also being prepared for the internal fit-out works to ensure safety and compliance.

External works are limited to:

- Installation of a permanent compliant minor accessibility ramp at the rear entrance. This entrance currently has a small step from ground level. This entrance is not visible from the street and does not alter the appearance of the building in any major or notable way.
- Provision of a compliant accessible path of travel from the accessible car parking space to the building entry. The path is existing but will be upgraded to ensure it meets accessibility requirements, and general safety and ease of use standards.

There will be:

- No changes to the structure.
- No changes to the primary street façade.
- No alterations to building height.
- No new crossover.
- No external plant or equipment visible from Pickett Street.
- No increase in built form footprint.

The development represents adaptive reuse of the existing building and maintains the established streetscape character.

4. Advertising Signage

The proposal includes the installation of minimal, non-illuminated business identification signage located along the existing front fence line facing Pickett Street. The signage will be modest in scale, measuring approximately 1.2 metres wide × 1.2 metres high, and will display the business details only. No illuminated, animated, or promotional signage is proposed.

The signage is intended solely for business identification purposes and will be consistent with the low-scale character of the area. Based on the size and nature of the sign, it is understood that the signage qualifies as business identification signage and does not require a separate planning permit under Clause 52.05 of the Maribyrnong Planning Scheme. Should Council determine otherwise, the applicant will seek the appropriate approval prior to installation.

5. Deliveries and Transport

Deliveries will be limited to:

- Office supplies,
- Minor equipment (especially on initial set-up, and limited once trading),
- Standard waste collection.

No heavy goods vehicles are required. No loading bay is required. Any deliveries will occur during normal business hours.

6. Goods and Services Offered

The premises will provide professional allied-health services only.

Services may include:

- Psychological therapy,
- Allied health consultation,
- Massage and physical therapy,
- Other client-facing support services such as NDIS support co-ordination, Legal Aid, Case Work, Social Work, etc.

No goods are manufactured onsite. No retail sales component is proposed. No medical procedures will be offered.

7. Dangerous Goods Act 1985

The proposed use does not require a licence under the Dangerous Goods Act 1985. The practice will not manufacture, store, or handle dangerous goods. Any materials used onsite will be limited to standard office and cleaning products in typical domestic-scale quantities. No storage of flammable, hazardous or controlled substances is proposed.

8. Emissions and Amenity Impacts

The proposed use will not generate:

- Air emissions
- Industrial noise
- Odours
- Vibration
- Wastewater beyond standard sewer connection

There will be:

- No amplified music.
- No external activity.
- No outdoor seating.
- No external speakers.

The proposal will not adversely impact surrounding amenity.

9. Waste Storage and Collection

Waste generated will consist of:

- General office waste
- Recycling

Waste will be stored onsite and collected via standard collection services. No commercial-scale waste generation is anticipated. Sanitary waste disposal units will be provided within toilet facilities and serviced by an appropriate waste contractor in accordance with standard health and hygiene requirements.

10. Assessment Against the Maribyrnong Planning Scheme

10.1 Activity Centre Zone (ACZ1)

1. To encourage a mix of uses and the intensive development of the activity centre.

The proposed allied health clinic directly contributes to Footscray's role as a Metropolitan Activity Centre by introducing a service-oriented commercial use that increases employment and supports community needs.

2. To provide for a range of commercial, residential, community, and leisure uses.

Allied health is a supported land use within activity centres, offering essential community services and enhancing the diversity of commercial activities along Pickett Street and French Street.

3. To create urban environments that are safe, attractive and pedestrian-friendly.

The proposal refurbishes an existing building without additional bulk, relying on high walkability and proximity to public transport, consistent with ACZ1's emphasis on active transport and centre-based movement patterns. The proposal offers essential services to the Footscray community and is within walking distance of thousands of residents. Furthermore, the site has been subject to security issues while vacant and the commencement of business in the area is expected to significantly reduce same.

4. To support development that strengthens the role and function of the activity centre.

The use aligns with Footscray's strategic vision for increased employment, health services, and community support functions within its commercial precinct.

5. To encourage the reuse and adaptation of existing buildings.

The project involves internal fitout only, making efficient use of established infrastructure and contributing to sustainable urban adaptation.

10.2 Decision Guidelines — Activity Centre Zone

The relevant ACZ decision guidelines apply to both the use and any associated works. Key considerations include:

- The State and Local Planning Policies applicable to the land – The proposal supports metropolitan policy seeking to concentrate medical and health services in major activity centres such as Footscray.

- The interface with adjoining zones or land uses – As no external changes are proposed, the use will not alter the built-form relationship with adjoining residential or commercial properties.
- The effect on the amenity of the area – Allied health clinics typically have controlled operating conditions, low noise impacts and steady daytime visitation. The internal-only works ensure no visual or overshadowing impacts.
- The availability of and access to car parking – Although a reduction in car parking is requested pursuant to Clause 52.06, there is ample justification for the use of this existing building as-is with the parking spaces it provides.
- The design and built form outcomes of the schedule – The existing building remains unchanged externally. The proposal maintains the character, pedestrian orientation, and mixed use of Pickett Street.

10.3 Overlay Assessment — Parking Overlay (PO2)

- A permit is required to reduce the minimum parking rate of 2.3 spaces per practitioner.
- The site currently provides 2 on-site spaces, making a reduction permit mandatory.
- PO2 emphasises active travel, transit accessibility and pedestrian amenity — conditions in which this site performs strongly due to its location within the Principal Public Transport Network (PPTN).

10.4 Clause 65 Decision Guidelines

The proposal:

- Represents orderly planning.
- Is suitable for the land.
- Does not adversely impact adjoining properties.
- Does not alter built form character.
- Does not create unreasonable traffic impacts.

11. Conclusion

The proposed Allied Health & Consulting Rooms at 1B Pickett Street represents a modest, professionally operated, appointment-based service use within an existing building in the Footscray Metropolitan Activity Centre.

The proposal:

- Maintains the existing built form.
- Provides 2 on-site car spaces including 1 accessible (DDA-compliant) space and 1 standard space.
- Encourages sustainable transport.
- Generates minimal amenity impacts.
- Aligns with strategic planning objectives.

For these reasons, the proposal warrants approval. We respectfully request Council's favourable consideration of this application.

Kind regards,

Briellen Beard

PLANNING PERMIT APPLICATION

WRITTEN SUBMISSION – REDUCTION IN CAR PARKING REQUIREMENT

Pursuant to Clause 52.06 and Parking Overlay Schedule 2 (PO2)

Allied Health Consulting Rooms

1B Pickett Street, Footscray VIC 3011

To:	Urban Planning Department, Maribyrnong City Council
Re:	Planning Permit Application – Reduction in Car Parking Requirement
Site:	1B Pickett Street, Footscray VIC 3011
Applicant:	Briellen Beard
Relevant Clause:	Clause 52.06 & Parking Overlay Schedule 2 (PO2)
Date:	21 May 2026

Dear Planning Officer,

Please accept this written submission in support of an application for a reduction in the statutory car parking requirement for the proposed use of the land as Allied Health Consulting Rooms at 1B Pickett Street, Footscray VIC 3011.

The applicant seeks approval to provide 2 on-site car spaces — comprising 1 DDA-compliant accessible space and 1 standard space — in lieu of the 10 spaces required under Clause 52.06 and Parking Overlay Schedule 2 (PO2). A reduction of 8 spaces is therefore sought.

1. Proposed Use, Employees, Patrons and Hours of Operation

The proposed use is Allied Health Consulting Rooms, operating as an appointment-based professional consulting practice at which Allied Health Practitioners sub-lease consulting rooms on short- and long-term arrangements.

Employees

A maximum of 4 staff will be onsite at any one time:

- 4 practitioners; or
- 3 practitioners + 1 administrative staff member.

Patrons / Clients

A maximum of 4 clients will be in attendance at any one time. All services are strictly appointment-based with 50-minute sessions. A 10-minute buffer between appointments staggers arrivals and departures. No walk-in clients are permitted. Approximately 30% of client consultations are conducted online, further reducing in-person attendance.

Hours of Operation

- Monday – Friday: 8:00am – 6:00pm
- Saturday: 9:00am – 5:00pm
- No Sunday trading

- No late-night trading

2. Previous Use of the Site

The subject site comprises a single storey building of approximately 120m². The premises has been used for commercial purposes for over 50 years, historically operating as:

- A dentist's surgery; and
- More recently, office-type use.

The property has been vacant for some time and has been subject to ongoing security issues. There is no current business permit approved for the site. The proposed Allied Health Consulting Rooms use will re-establish a service-based commercial use consistent with the site's long history.

3. Site and Floor Area

Detail	Description
Site address	1B Pickett Street, Footscray VIC 3011
Total building floor area	Approximately 120m ²
Building storeys	Single storey
Rooms	4 consulting rooms, waiting room, bathroom, storage, staff kitchen
Proposed tenancy area	Entire building (≈120m ²)

4. Car Parking Spaces Required Under Clause 52.06 / Parking Overlay

Car parking for the proposed use is governed by Clause 52.06 of the Maribyrnong Planning Scheme and Parking Overlay Schedule 2 (PO2), applicable to the Footscray Metropolitan Activity Centre Outer Parking Precinct.

The applicable parking rate under PO2 is 2.3 spaces per practitioner.

Description	Rate	Number	Spaces Required
Maximum practitioners onsite at one time	2.3 spaces/practitioner	4	9.2 (rounded to 10)
TOTAL STATUTORY REQUIREMENT			10 spaces

5. Total Car Parking Spaces Provided On-Site

The site provides 2 on-site car parking spaces within the existing property boundaries:

No.	Space Type	Standard
1	Accessible car space (DDA-compliant)	AS 2890.6 compliant

2	Standard car space	AS 2890.1 compliant
	TOTAL PROVIDED	2 spaces

Spaces are allocated for client use, with staff strongly encouraged to use public transport, cycle, or walk. 4 bicycle parking spaces are also provided on-site.

Reduction sought: 8 spaces (from 10 required to 2 provided).

6. All Available Car Parking Spaces Within Walking Distance

The site benefits from excellent access to publicly available car parking in the immediate vicinity, reducing reliance on on-site provision:

Location	Type	Details
Pickett Street (directly fronting site)	On street	1–2-hour free parking
124 -174 Nicholson Street	On street	1-hour free parking
40 - 50 Irving Street	Public facility	2-hour free parking
75 Paisley Street	Public facility	3-hour free parking
41-55 Abert Street	Public facility	2-hour free parking
36 - 54 Paisley Street	Public facility	2-hour free parking
Multi-storey car park (opposite site)	Public paid facility	From \$6/hour; substantial capacity

The proximity of a multi-storey public car park directly opposite the site provides a readily accessible overflow facility for clients who choose to drive, substantially offsetting any demand arising from the reduced on-site provision. Images below highlight public facilities in red and public paid facilities in green.

6.1 Existing Parking Utilisation Data — Footscray Activity Centre

Maribyrnong City Council conducted a comprehensive parking occupancy survey across the Footscray activity centre during April–May 2021, covering both on-street spaces and off-street car parks in the locality of the subject site.

The Pickett Street Car Park recorded an average morning occupancy (8am–11am) of just 47%, rising to a peak afternoon average of 71% — remaining below the 85% capacity threshold across the entire two-week survey period. This demonstrates that the car park in closest proximity to the subject site consistently operates with significant spare capacity during the hours in which the proposed Allied Health Consulting Rooms would be operating (Monday–Friday 8:00am–6:00pm, Saturday 9:00am–5:00pm).

Further public car parking within comfortable walking distance of the site also recorded substantial spare capacity throughout the survey period. The Paisley Street Library Car Park averaged 63–80% across the day, with capacity consistently available. The Albert Street Car Park recorded among the lowest utilisation in the entire survey, averaging only 24–30% across most periods.

This data demonstrates that existing publicly accessible parking in the immediate vicinity of 1B Pickett Street has substantial residual capacity. Given the strictly appointment-based, staggered operational model of the proposed practice the realistic parking demand generated by the use is modest and well capable of being accommodated within the surrounding public parking network.

The Council's own survey data therefore supports the conclusion that a reduction in on-site parking from 10 spaces to 2 spaces will not place undue pressure on surrounding parking supply or adversely impact the amenity of the area.



7. Availability of Public Transport

The site is exceptionally well served by public transport, consistent with its location within the Footscray Metropolitan Activity Centre and the Principal Public Transport Network (PPTN):

- Footscray Railway Station: within comfortable walking distance, providing metropolitan rail services on multiple lines connecting to Melbourne CBD and the western suburbs.

- Metropolitan bus routes: multiple routes operate along nearby corridors, linking Footscray to surrounding suburbs in all directions.
- Tram connections: connecting tram routes accessible within the activity centre precinct.
- High walkability: the site is located in a dense, pedestrian-oriented urban environment with footpaths, crossings, and active street frontages.

This level of transit access directly supports reduced private vehicle use by both staff and clients, and is one of the core considerations underpinning the Parking Overlay's application to this precinct.

8. Likely Impact of the Reduction on Amenity and Existing Car Parking

Impact on Amenity

The proposed reduction in car parking is not expected to have any adverse impact on the amenity of the surrounding area. The following operational characteristics significantly moderate parking demand:

- Strictly appointment-based model: no walk-in clients, no queuing, no uncontrolled arrival patterns.
- Staggered scheduling: 50-minute sessions with 10-minute buffers between appointments prevent overlapping arrivals and departures.
- Approximately 30% of consultations conducted online, reducing in-person traffic.
- Staff actively encouraged to commute by public transport, bicycle, or on foot.
- No retail component, no high-frequency turnover, no late-night or weekend evening operations.

The use is analogous in character and traffic generation to a low-intensity professional office, not a high-turnover health clinic.

Impact on Existing Car Parking

Given the availability of:

- On-street free timed parking directly on Pickett Street;
- A large public multi-storey car park directly opposite the site; and
- Further street parking in nearby local streets,

any residual parking demand beyond the 2 on-site spaces can be readily absorbed by existing publicly available parking. The proposal will not displace or unreasonably increase demand on surrounding parking resources. The appointment-based, staggered operational model ensures that peak vehicle accumulation at any one time remains low.

9. Justification for Reduction — Summary

The reduction is appropriate for the following reasons:

Criterion	How This Application Meets It
Activity Centre location	Footscray Metropolitan Activity Centre; within PPTN
Public transport access	Walking distance to Footscray Station; multiple bus routes; trams
Walkability	High-density pedestrian-oriented urban environment

Nearby public parking	Multi-storey car park opposite; timed on-street parking on Pickett St; public car parks within walking distance
Operational model	Strictly appointment-only; staggered sessions; no walk-ins
Online service delivery	≈30% of consultations online; reduces in-person vehicle trips
Scale of use	Max 4 practitioners; small allied health practice; no high turnover of clients
Active transport provision	4 bicycle spaces on-site; staff encouraged to use PT/cycle/walk
Accessible parking	1 DDA-compliant space provided for clients with disability
No built form increase	Internal fitout only; no expansion of building footprint; existing building with no opportunity for increased on-site car parking

10. Conclusion

The application for a reduction in the statutory car parking requirement from 10 spaces to 2 spaces (1 DDA-compliant accessible space and 1 standard space) at 1B Pickett Street, Footscray is well justified.

The site's location within the Footscray Metropolitan Activity Centre and the PPTN, combined with the strictly controlled, appointment-based operational model, the availability of public parking directly surrounding the site, excellent public transport access, and the modest scale of the use, together demonstrate that the statutory parking rate substantially overstates the actual parking demand this use will generate.

The 2 spaces provided will be adequate for the realistic parking needs of the practice. The proposal aligns with the objectives of PO2 and Clause 52.06, and with broader strategic planning policy encouraging reduced car dependence in well-serviced activity centres. We respectfully request Council's favourable consideration of this application.

Kind regards,

Briellen Beard