

Clear Form

Office Use Onl

Application No.:

Date Lodged: / /

CITY OF MARIBYRNONG
RECEIVED
19/08/2025
URBAN PLANNING

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.

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.

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

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 <i>Planning and Environment Act 1987</i>) 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.	

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.

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:

Please provide at least one contact phone number *

Contact information for applicant OR contact person below

Business phone:

Email:

Mobile phone:

Fax:

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

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 *

The person or organisation who owns the land

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

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

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:

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

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

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: 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

Application for a Planning Permit | Metropolitan Council

Addendum

One dwelling or small second dwelling on a lot

Written Statement checklist

CITY OF MARIBYRNONG
ADVERTISED PLAN

VICTORIA
State Government
Department of Transport and Planning

Under clause 54.01 (Application requirements) of the planning scheme an application must be accompanied by “a written statement outlining which standards are met and which are not

met. If a standard is not met, the written statement must include an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines”.

This checklist can be used to complete the written statement.

Standard	Is standard fully met?	Does an objector have a right of appeal?	Describe whether the standard is met or not met. If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard A2-1 Street setback (Clause 54.02-1)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. No changes are proposed to the front part of the house. The street setback is therefore to remain as existing.
Standard A2-2 Building height (Clause 54.02-2)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. No changes are proposed to the front part of the house and the new addition at the rear is lower than the existing part of the house which is to be retained.
Standard A2-3 Side and rear setbacks (Clause 54.02-3)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The eastern wall of the proposed extension is on the boundary and less than 3.6m high. The western wall of the proposed extension is 1000mm from the western boundary. The southern wall of the proposed extension is 6050mm from the rear property boundary.
Standard A2-4 Walls on boundaries (Clause 54.02-4)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The extension will involve a 3150mm high boundary wall on the eastern boundary that will be 7440mm long. This is less than 10 metres and therefore meets the standard.
Standard A2-5 Site coverage (Clause 54.02-5)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The site is zoned NRZ1 and the permissible site coverage is therefore 60%. The total site coverage of 102m2 including existing house, verandah, existing shed & proposed extension is approximately 60% of the total site area. Refer to dwg TP01.

Standard	Is standard fully met?	Does an objector have a right of appeal?	Describe whether the standard is met or not met. If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard A2-6 Tree canopy (Clause 54.02-6)	✓ Yes ☐ No	☐ Yes, if standard not met ✓ No, if standard met	The standard is met. No changes to the front of the house or trees are proposed. The existing tree canopy will remain. Refer to survey drawing and photo survey.
Standard A2-7 Front fences (Clause 54.02-7)	✓ Yes ☐ No	☐ Yes, if standard not met ✓ No, if standard met	The standard is met. The existing picket fence at the front of the property is less than 1.5m in height and shall remain unchanged.
Standard 54.02-8 Building setback for small second dwellings (Clause 54.02-8)	✓ Yes ☐ No	☐ Yes, if standard not met ✓ No, if standard met	The standard is met. No second dwelling is proposed.
Standard A3-1 Street integration (Clause 54.03-1)	✓ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. There is no change to the front part of the house or street trees and therefore the existing streetscape will be preserved.
Standard A3-2 Private open space (Clause 54.03-2)	✓ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. There will be a rear yard of 39m ² in area. This figure exceeds both the minimum are of 25m ² and 20% of the site area (34m ²).
Standard A3-3 Solar access to open space (Clause 55.03-3)	✓ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. The 3150mm high rear parapet wall of the house is 5050mm from the rear boundary which is the southern boundary of the private open space. 3150 x 0.9 + 2000 = 4830mm which is less than 5050mm.
Standard A3-4 Daylight to new windows (Clause 54.03-4)	✓ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. The new Kitchen/Dining Room facing the rear yard had 3No sliding glazed doors with a total area of approximately 9m ² which exceeds the minimum requirement of 3m ² for windows to habitable rooms.
Standard A3-5 Safety and accessibility for small second dwellings (Clause 54.03-5)	✓ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. No second dwelling is proposed.

Standard	Is standard fully met?	Does an objector have a right of appeal?	Describe whether the standard is met or not met. If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard A4-1 Daylight to existing windows (Clause 54.04-1)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The existing windows to habitable rooms are not obstructed by the proposed building. The nearest window to a habitable room is 2750mm from the proposed extension which is greater than 50% of the 3150mm (the proposed wall height).
Standard A4-2 Existing north-facing windows (Clause 54.04-2)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The proposed extension is set back from the western property boundary by 1000mm and is 3150mm high (less than 3600mm).
Standard A4-3 Overshadowing secluded open space (Clause 54.04-3)	☐ Yes ☒ No	☒ Yes, if standard not met ☐ No, if standard met	The standard is not met. The proposed extension casts just 1m² of additional shadow over existing secluded private open space of No 27 Schild St at 9am where the area of secluded private open space is only 23m². Refer to the provided shadow diagram drawing TP02.
Standard A4-4 Overlooking (Clause 54.04-4)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. There are no overlooking implications resulting from the proposed extension.
Standard A5-1 Permeability (Clause 54.05-1)	☐ Yes ☒ No	No, irrespective of whether the standard is met or not.	We have calculated the pervious area to be 31m ² which is close to but just under 20% of the site area (33.8m ²). Note that the pavers in the rear yard have open gaps between them and therefore do not provide an entirely impervious surface. We therefore believe that the intent of this standard is complied with.
Standard A5-2 Overshadowing domestic solar energy systems (Clause 54.05-2)	☒ Yes ☐ No	☐ Yes, if standard not met ☒ No, if standard met	The standard is met. The proposed extension will not affect any existing solar energy systems.
Standard A5-3 Rooftop solar energy generation area (Clause 54.05-3)	☒ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. The existing house already has a significant rooftop solar energy system. The two largest roof planes are covered with solar panels. Refer to the submitted Survey Plan.

Standard	Is standard fully met?	Does an objector have a right of appeal?	Describe whether the standard is met or not met. If the standard is not met, provide a written statement that includes an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard A5-4 Solar protection to new north-facing windows (Clause 54.05-4)	☒ Yes ☐ No	No, irrespective of whether the standard is met or not.	The standard is met. The north facing window has significant shading provided by the existing front verandah.

Andrew Briant
91 The Boulevard,
Ivanhoe. Vic 3079

22nd September 2025

Michael Lynch
Maribyrnong City Council
Michael.Lynch@maribyrnong.vic.gov.au
Reference: TP271/2025(1)

Dear Michael

Re: Planning Application for an extension to 25 Schild Street, Yarraville

Thank you for your letter dated 29 August 2025 requesting further information in connection with the abovementioned application.

I respond to each of your requests as follows:

1. Please find attached an updated copy of the property title dated 03-09-2025.
2. Planning Report. Please find attached here a Planning Report dated 22-09-2025 explaining the relevant information about the proposal and how this relates to the requirements of Clause 54.
3. Shadow diagrams. Please find attached drawings TP02 – TP08 showing the requested shadow diagrams at 1 hour intervals from 9am to 3pm on 22nd September.
Note that the pink hatched areas show the shadow cast upon adjacent properties by existing structures and fences.
The green hatched areas show only the areas of additional shadow cast by the proposed building addition.
The areas of SPOS, overshadowing & sunlight penetration are also tabulated as requested.
4. The originally submitted drawings (A01-A03) have been re-formatted into a single A1 sized drawing TP01 which now shows site permeability information including paved area and area of garden and unpaved areas. Drawing TP01 is also included here.

I will be happy to discuss this application with you further should you wish to clarify any details. I can be contacted by email or on the number below.

Yours sincerely



Andrew Briant
Email: andrew@harmer.com.au
Tel: 0402 160 528

Copied to: planningapplications@maribyrnong.vic.gov.au

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

Page 1 of 1

VOLUME 03929 FOLIO 653

Security no : 124127758812E
Produced 03/09/2025 05:19 PM

LAND DESCRIPTION

Lot 1 on Title Plan 704616W.
PARENT TITLE Volume 03192 Folio 201
Created by instrument 789380 12/11/1915

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
ANNA WHITEHEAD of 16/32 CAMBRIDGE STREET WEST LEEDERVILLE WA 6007
AH617434T 16/11/2010

ENCUMBRANCES, CAVEATS AND NOTICES

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.

DIAGRAM LOCATION

SEE TP704616W 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: 25 SCHILD STREET YARRAVILLE VIC 3013

DOCUMENT END

TITLE PLAN		EDITION 1		TP 704616W							
Location of Land			Notations								
Parish: AT FOOTSCRAY PARISH OF CUT-PAW-PAW Township: Section: 8 Crown Allotment: 1E(PT) Crown Portion: Last Plan Reference: Derived From: VOL 3929 FOL 653 Depth Limitation: NIL			ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN								
Description of Land / Easement Information				THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT							
				COMPILED: 29/11/2000							
				VERIFIED: CP							
<table><tr><th colspan="2">TABLE OF PARCEL IDENTIFIERS</th></tr><tr><td colspan="2">WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962</td></tr><tr><td colspan="2">PARCEL 1 = CA 1E (PT)</td></tr></table>						TABLE OF PARCEL IDENTIFIERS		WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962		PARCEL 1 = CA 1E (PT)	
TABLE OF PARCEL IDENTIFIERS											
WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962											
PARCEL 1 = CA 1E (PT)											
LENGTHS ARE IN FEET & INCHES		Metres = 0.3048 x Feet									
		Metres = 0.201168 x Links		Sheet 1 of 1 sheets							

Andrew Briant
91 The Boulevard,
Ivanhoe. Vic 3079

22nd September 2025

Planning Report

Page 1

Proposed addition to 25 Schild Street, Yarraville

SITE INFORMATION

The site has a total land area of 169m².

The site has a Development Contributions Plan Overlay – DCP02 and a Heritage Overlay - HO15.

The site does not have an Environmental Audit Overlay and is not in a Designated Bushfire Prone Area.

Please find Vic Gov Planning Property Reports attached here for confirmation of the above.

NEIGHBOURHOOD CHARACTER

No changes are proposed at the street frontage to this property. The original house will remain intact at the front and only a small lean-to structure at the rear is to be removed to make way for the proposed addition.

The street frontage, set back, tree canopy and front fences will remain exactly as existing.

PROPOSED ADDITION

It is proposed to demolish an existing lean-to structure at the rear of the house of approx. 18m² and to construct a new single storey addition of floor area 35m².

BOUNDARY WALL

The extension will involve a 3150mm high boundary wall on the eastern boundary that will be 7440mm long. Note that this height is well under the height of the existing house walls which are 3450 AFL to the gutter line.

SETBACKS

The western wall of the addition will maintain a 1000mm setback from the western property boundary.

The new rear wall of the house will be set back 6050mm from the rear boundary leaving a good sized rear yard and garden area.

MATERIALS

It is envisaged that the new boundary wall will be constructed from a suitable fire rated insulated wall system and will be painted to match the weatherboards of the existing house.

The new rear wall and west facing wall will be lined with timber boards for warmth and character.

EASEMENTS

We are not aware of any easements on the property at 25 Schild Street, but note that the sewer service crosses under the driveway of the adjacent property at 23 Schild Street.

Refer to the attached drainage plan (21869) from Greater Western Water. This sewer route will be maintained as existing.

SUMMARY

This modest addition proposes simply to improve amenity at the rear of this single storey, two bedroom timber house.

No changes are proposed at the front or to the original front three rooms of the house. The existing character of this home and streetscape will therefore remain unchanged.

The height of the proposed addition is lower than the eaves line of the existing house and will therefore provide minimal visual impact giving prominence to the original building.

Andrew Briant

andrew@harmer.com.au

PROPERTY REPORT



Energy,
Environment
and Climate Action

From www.land.vic.gov.au at 20 June 2024 03:49 PM

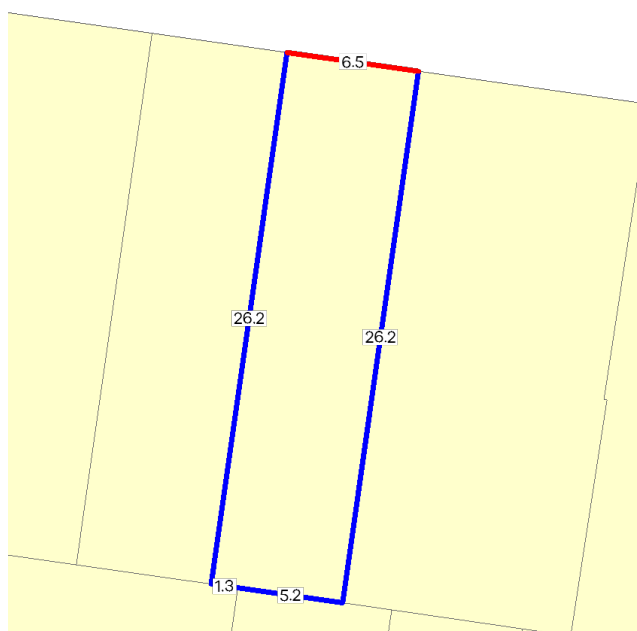
PROPERTY DETAILS

Address: **25 SCHILD STREET YARRAVILLE 3013**
Lot and Plan Number: **Lot 1 TP704616**
Standard Parcel Identifier (SPI): **1\TP704616**
Local Government Area (Council): **MARIBYRNONG**
Council Property Number: **122414**
Directory Reference: **Melway 42 B9**

www.maribyrnong.vic.gov.au

SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan.



Area: 169 sq. m

Perimeter: 65 m

For this property:

— Site boundaries

— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

Calculating the area from the dimensions shown may give a different value to the area shown above

For more accurate dimensions get copy of plan at [Title and Property Certificates](#)

UTILITIES

Rural Water Corporation: **Southern Rural Water**
Melbourne Water Retailer: **Greater Western Water**
Melbourne Water: **Inside drainage boundary**
Power Distributor: **JEMENA**

STATE ELECTORATES

Legislative Council: **WESTERN METROPOLITAN**
Legislative Assembly: **FOOTSCRAY**

PLANNING INFORMATION

Property Planning details have been removed from the Property Reports to avoid duplication with the Planning Property Reports from the Department of Transport and Planning which are the authoritative source for all Property Planning information.

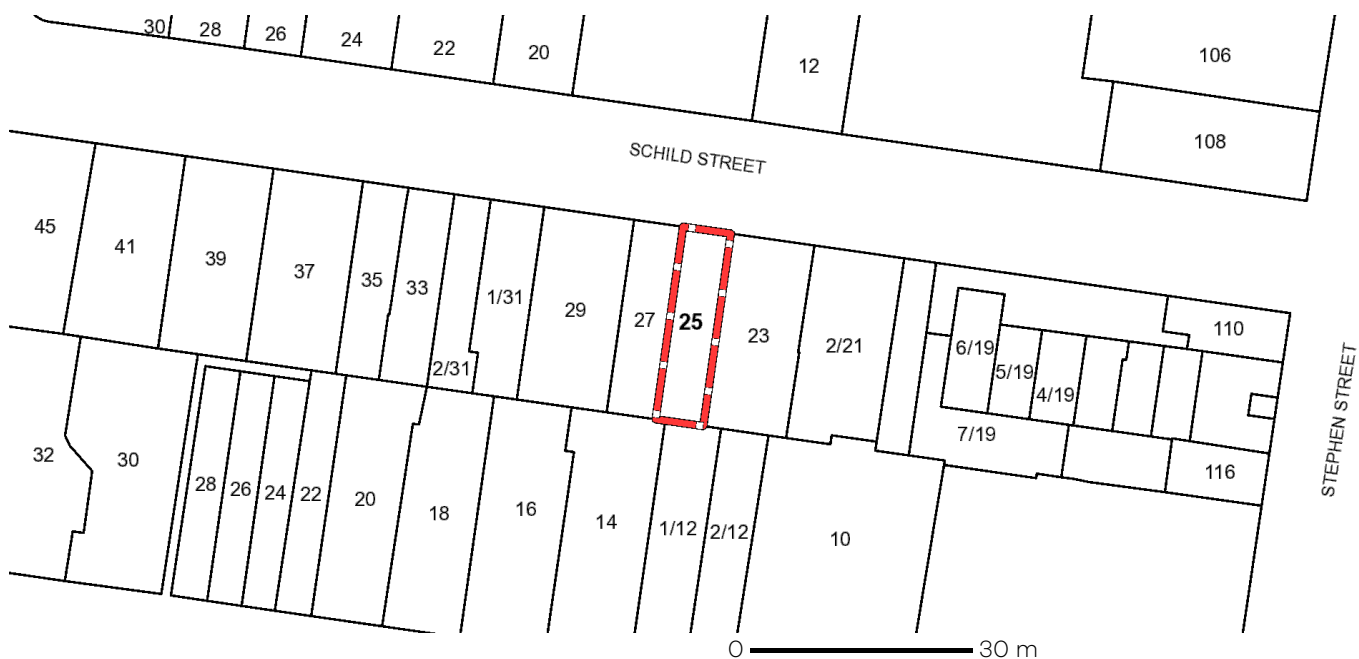
The Planning Property Report for this property can found here - [Planning Property Report](#)

Planning Property Reports can be found via these two links

Vicplan <https://mapshare.vic.gov.au/vicplan/>

Property and parcel search <https://www.land.vic.gov.au/property-and-parcel-search>

Area Map



Selected Property

PLANNING PROPERTY REPORT



Environment,
Land, Water
and Planning

From www.planning.vic.gov.au at 20 June 2024 03:51 PM

PROPERTY DETAILS

Address: **25 SCHILD STREET YARRAVILLE 3013**
Lot and Plan Number: **Lot 1 TP704616**
Standard Parcel Identifier (SPI): **1\TP704616**
Local Government Area (Council): **MARIBYRNONG**
Council Property Number: **122414**
Planning Scheme: **Maribyrnong**
Directory Reference: **Melway 42 B9**

www.maribyrnong.vic.gov.au

[Planning Scheme - Maribyrnong](#)

UTILITIES

Rural Water Corporation: **Southern Rural Water**
Melbourne Water Retailer: **Greater Western Water**
Melbourne Water: **Inside drainage boundary**
Power Distributor: **JEMENA**

STATE ELECTORATES

Legislative Council: **WESTERN METROPOLITAN**
Legislative Assembly: **FOOTSCRAY**

OTHER

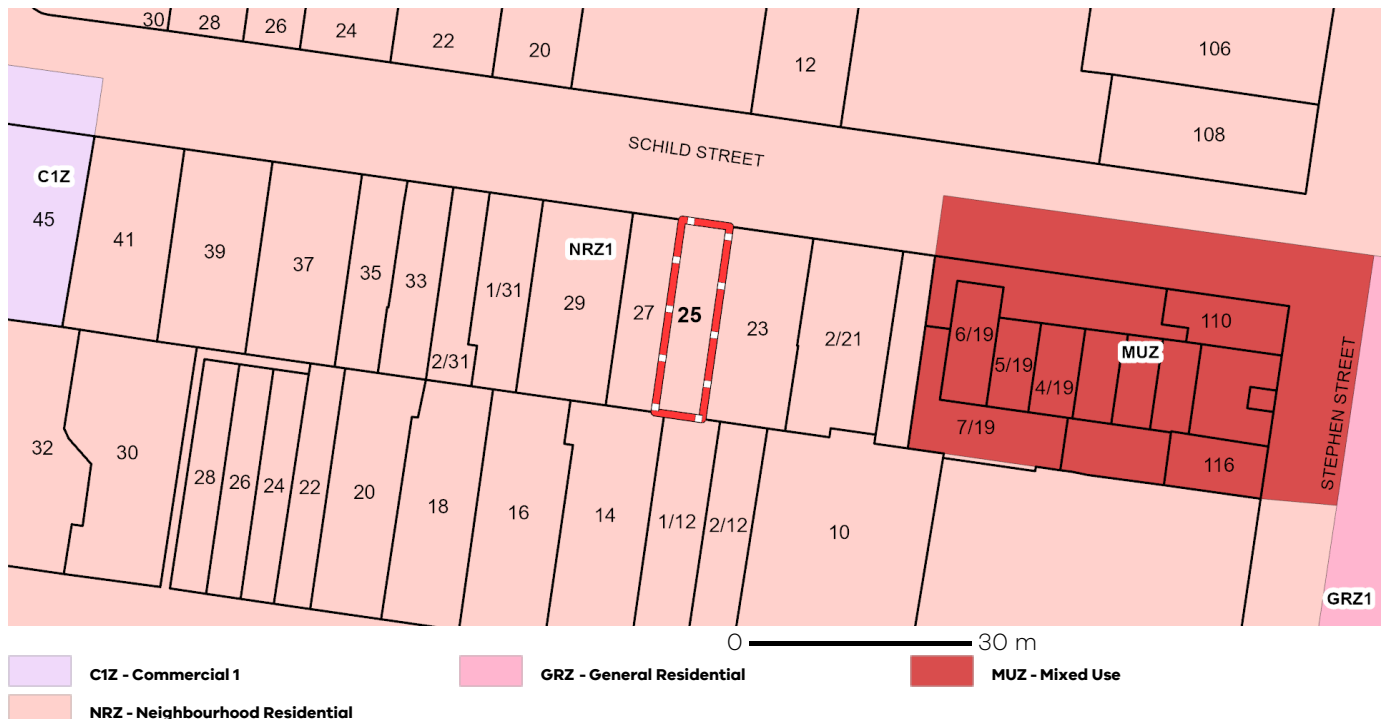
Registered Aboriginal Party: **Bunurong Land Council Aboriginal Corporation**

[View location in VicPlan](#)

Planning Zones

[NEIGHBOURHOOD RESIDENTIAL ZONE \(NRZ\)](#)

[NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 1 \(NRZ1\)](#)



Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Copyright © - State Government of Victoria

Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.

Read the full disclaimer at <https://www.delwp.vic.gov.au/disclaimer>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land 1962 (Vic).

PLANNING PROPERTY REPORT: 25 SCHILD STREET YARRAVILLE 3013

Page 1 of 4

Planning Overlays

DEVELOPMENT CONTRIBUTIONS PLAN OVERLAY (DCPO)

DEVELOPMENT CONTRIBUTIONS PLAN OVERLAY - SCHEDULE 2 (DCPO2)



 **DCPO - Development Contributions Plan Overlay**

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

HERITAGE OVERLAY (HO)

HERITAGE OVERLAY - SCHEDULE (HO15)



 **HO - Heritage Overlay**

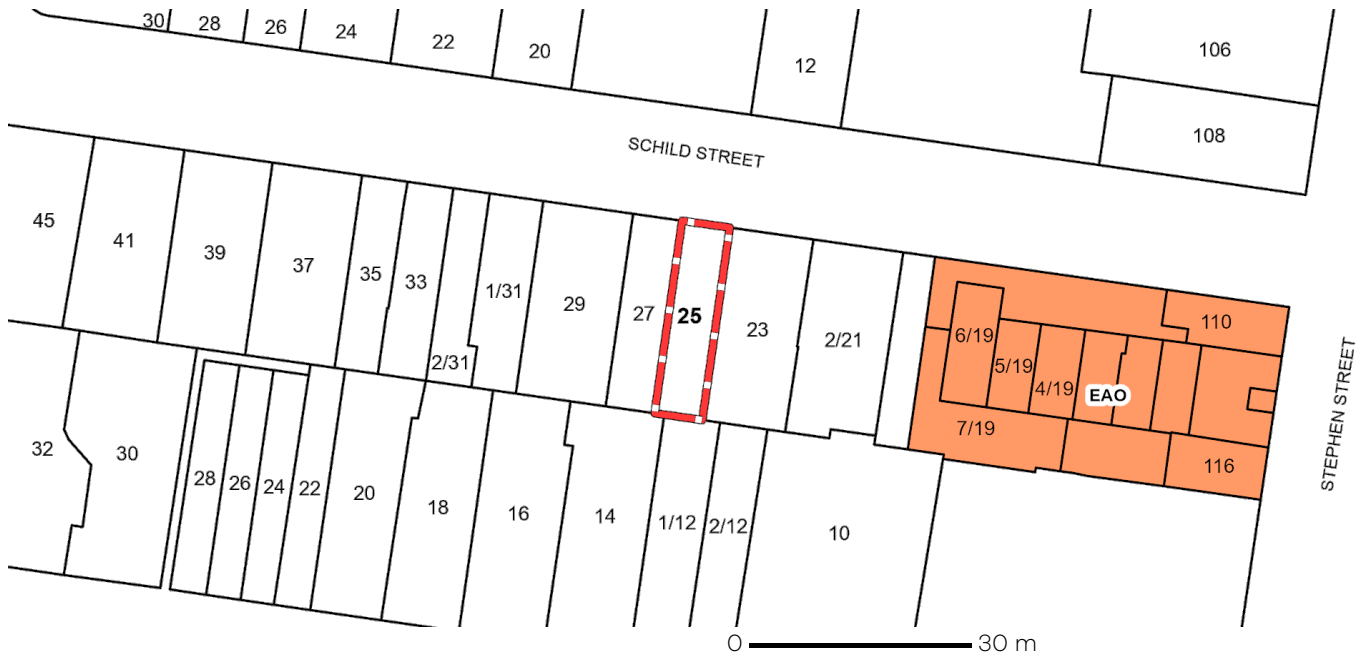
Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

Planning Overlays

OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

ENVIRONMENTAL AUDIT OVERLAY (EAO)



EAO - Environmental Audit Overlay

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

Further Planning Information

Planning scheme data last updated on 12 June 2024.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the **Planning and Environment Act 1987**. It does not include information about exhibited planning scheme amendments, or zonings that may affect the land. To obtain a Planning Certificate go to Titles and Property Certificates at Landata - <https://www.landata.vic.gov.au>

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit <https://mapshare.maps.vic.gov.au/vicplan>

For other information about planning in Victoria visit <https://www.planning.vic.gov.au>

Designated Bushfire Prone Areas

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply.

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at <https://mapshare.vic.gov.au/vicplan/> or at the relevant local council.

Create a BPA definition plan in [VicPlan](#) to measure the BPA.

Information for lot owners building in the BPA is available at <https://www.planning.vic.gov.au>.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>. Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>. For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>.

Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#)

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system <https://nvim.delwp.vic.gov.au/> and [Native vegetation \(environment.vic.gov.au\)](https://www.environment.vic.gov.au) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](https://www.environment.vic.gov.au)



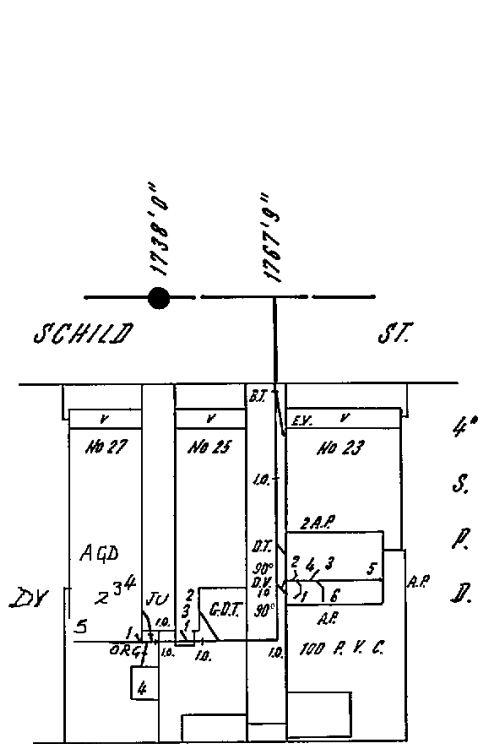
Greater Western
Water

PROPERTY SERVICES

DRAINAGE PLAN NUMBER 00021869

ADDRESS: 25 SCHILD STREET YARRAVILLE

Greater Western Water Limited does not guarantee and makes no representation or warranty as to the accuracy of this plan. The company accepts no liability for any loss, damage, or injury suffered by any person as a result of any inaccuracy in this plan.
(C) Greater Western Water ABN. 70 066 902 467



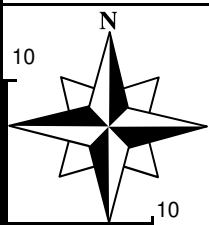
No 27	No 25	No 23	FIXTURES:
1	1	1	Closet
			Urinal
2	2	2	Bath
3		3	Shower
4		4	Basin
5	3	5	Sink
			Dishwashing Machine
			Waste Disposal Unit
6		6	Trough
			Clothes Washing Machine
			Swimming Pool

POINT LOCATION DATA

TIE	
E.P.	
N.S.L.	52.26
I.L.	46.88

Ch'nge from D/S
manhole to:-

WITH BOUNDARY TRAP.



Date Issued:	17-09-25	POINT LOCATION DATA	
Last Finalised:	10-Jan-20	TIE	
Scale:	1:500 approx.	E.P.	
Issued To:		N.S.L.	15.40
		I.L.	13.76
		DIA.	
Store:			