

MOYNE SHIRE COUNCIL

NOTICE OF AN APPLICATION FOR PLANNING PERMIT

The land affected by the application is located at:	1/134 Griffiths Street PORT FAIRY Lot 7 Sec 5
The application is for a Permit to:	Construct or carry out buildings and works for a dwelling extension.
The applicant for the Permit is:	Charles D G Beaton C/- Martina Murrihy Design & Drafting
The application reference number is:	PL26/159
You may look at the application and any documents that support the application at the office of the Responsible Authority:	Moyne Shire Council – Port Fairy Office Planning Department, Princes Street, PORT FAIRY, 3284. OR – View proposed plans here www.moyne.vic.gov.au/planningnotices

This can be done during office hours and is free of charge.

Any person who may be affected by the granting of the Permit may object or make other submissions to the Responsible Authority.

An objection must:

- be sent to the Responsible Authority in writing,
- include the reasons for the objection, and
- state how the objector would be affected.

The responsible authority must make a copy of every objection available at its office for any person to inspect during office hours free of charge until the end of the period during which an application may be made for review of a decision on the application.

The Responsible Authority will not decide on the application before:	Wednesday 14 October 2026
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If you object, the Responsible Authority will tell you its decision.

Imaged Document Cover Sheet

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Document Type	Plan
Document Identification	PS741548Q
Number of Pages (excluding this cover sheet)	2
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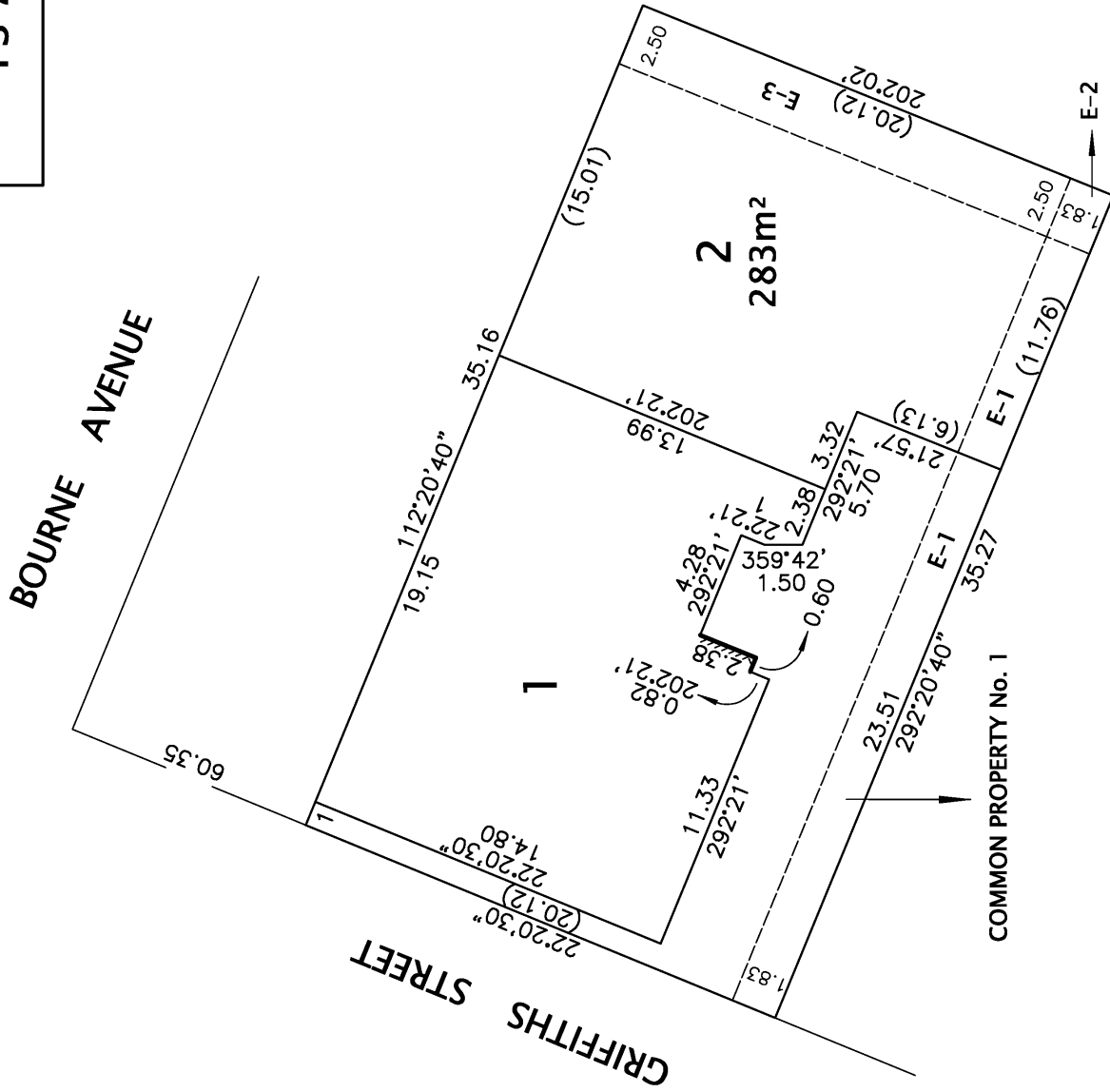
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PLAN OF SUBDIVISION				EDITION 1	PS 741548Q
LOCATION OF LAND PARISH: BELFAST TOWNSHIP: PORT FAIRY SECTION: 5 CROWN ALLOTMENT: 7 (PART) CROWN PORTION: _____ TITLE REFERENCE: VOL. 11474 FOL. 434 LAST PLAN REFERENCE: LOT 1 TP 953939D POSTAL ADDRESS: 134 GRIFFITHS STREET (at time of subdivision) PORT FAIRY, 3284 MGA CO-ORDINATES: E: 608 575 ZONE: 54 (of approx centre of land in plan) N: 5 751 495 GDA 94				Council Name: Moyne Shire Council Council Reference Number: SUB15/0036 Planning Permit Reference: PL15/195 SPEAR Reference Number: S073498J Certification This plan is certified under section 6 of the Subdivision Act 1988 Public Open Space A requirement for public open space under section 18 of the Subdivision Act 1988 Has not been made at Certification Digitally signed by: Amanda Lee Power for Moyne Shire Council on 15/03/2017	
VESTING OF ROADS AND/OR RESERVES				NOTATIONS	
IDENTIFIER	COUNCIL/BODY/PERSON				
Nil.	Nil.				
NOTATIONS				This plan is subject to an Owners Corporation, see sheet 3. Boundaries shown by thick continuous lines are defined by buildings Location of boundaries defined by buildings: Exterior face: All boundaries. Hatching within the parcel indicates that the relevant structure is contained within the parcel.	
DEPTH LIMITATION: Does not apply.					
SURVEY: This plan is based on survey. STAGING: This is not a staged subdivision. Planning Permit No. This survey has been connected to permanent marks No(s). 4, 51 & 53 In Proclaimed Survey Area No. 6 Port Fairy					
EASEMENT INFORMATION					
LEGEND: A – Appurtenant Easement E – Encumbering Easement R – Encumbering Easement (Road)					
EASEMENTS AND RIGHTS IMPLIED BY SECTION 12(2) OF THE SUBDIVISION ACT 1988 APPLIES TO ALL THE LAND IN THIS PLAN.					
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of	
E-1	DRAINAGE	1.83	Y8996U (BOOK 649 No. 778)	SEE Y8996U	
E-2	DRAINAGE	1.83	Y8996U (BOOK 649 No. 778)	SEE Y8996U	
E-2	SEWERAGE	2.50	THIS PLAN	WANNON REGION WATER CORPORATION	
E-3	SEWERAGE	2.50	THIS PLAN	WANNON REGION WATER CORPORATION	
JOSEPH LAND SURVEYING PTY LTD ABN 27 744 943 042 P.O.BOX 5113, WARRNAMBOOL 3280 PHONE (03) 5562 2066		SURVEYORS REF: 566 566_PS_V3.DWG 566_MGA.SEE VERSION 3 Digitally signed by: Trevor Wayne McDowell (Joseph Land Surveying), Surveyor's Plan Version (3), 21/01/2016		ORIGINAL SHEET SIZE: A3	SHEET 1 OF 2
		PLAN REGISTERED TIME: 2:45 PM DATE: 17/05/2017 Assistant Registrar of Titles			

PS 741548Q



MCA94 ZONE 54

JOSEPH LAND SURVEYING PTY LTD
ABN 27 744 943 042
P.O. BOX 5113, WARRNAMBOOL 3280
PHONE (03) 5562 2066

SCALE 1:200

2 0 2 4 6 8
LENGTHS ARE IN METRES

Digitally signed by: Trevor Wayne McDowell (Joseph Land Surveying),
Surveyor's Plan Version (3),
21/01/2016

Digitally signed by: Trevor Wayne McDowell (Joseph Land Surveying),
Surveyor's Plan Version (3),
21/01/2016

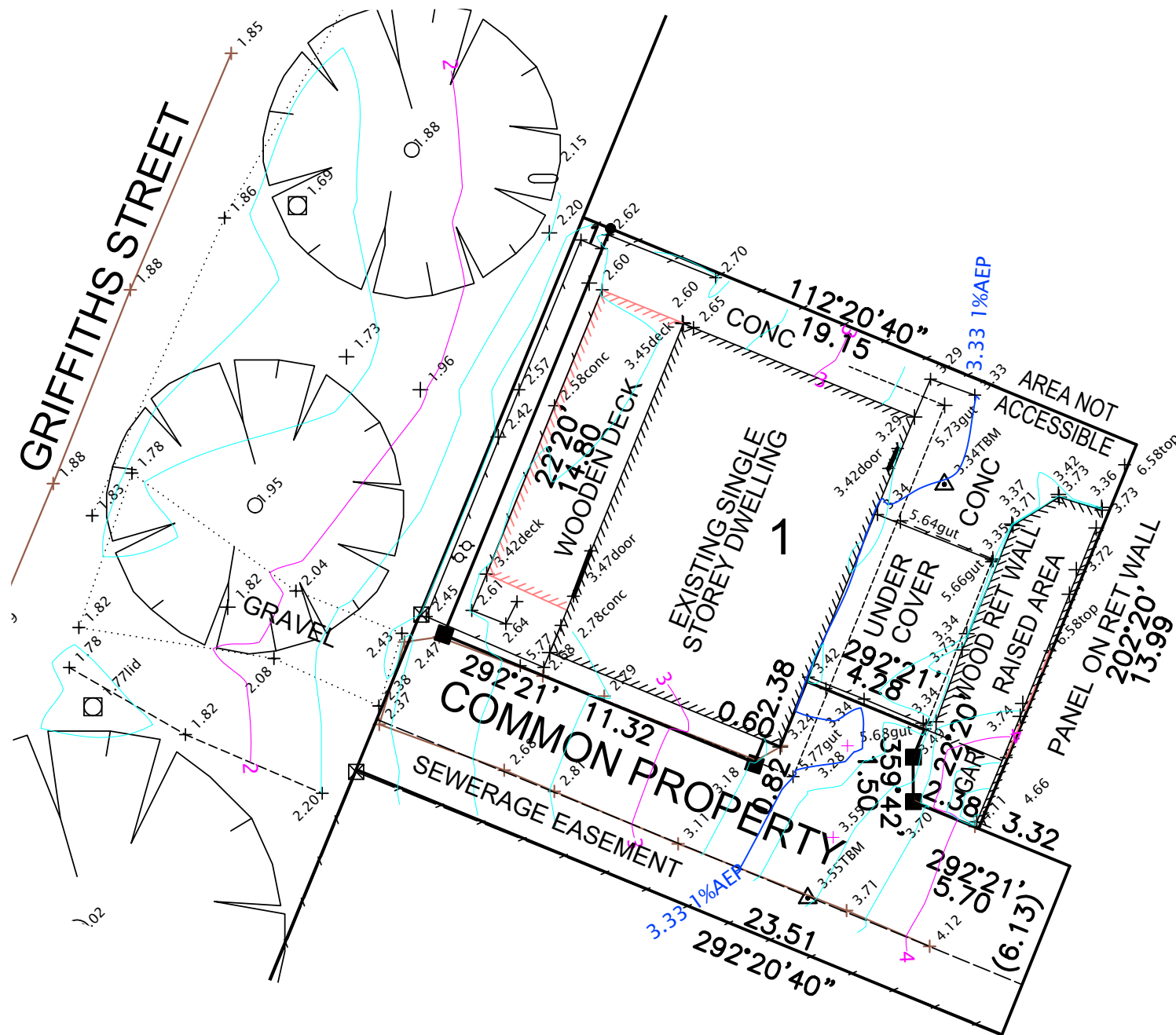
ORIGINAL SHEET SIZE: A3

SHEET 2

LEGEND

43.93

+ OBSERVED LEVEL ⚙️ TREE (AT SCALE)
 ○ TELSTRA PIT + EDGE OF BITUMEN
 ○ ELECTRICITY POLE ⚙️ WATER METER
 □ SEWERAGE PIT ● NAIL PLACED / FOUND
 ■ TITLE PLACED
 — EDGE OF BITUMEN
 — EDGE OF CONCRETE
 // BUILDING / RETAINING WALL
 - - - GUTTER
 EDGE OF GRAVEL



MGA2020 ZONE 54

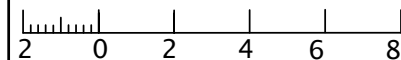
NOTATIONS

1. SURVEY DATUM IS TO MGA2020 ZONE 54 VIDE GNSS, PM 4 & PM 101.
2. LEVEL DATUM IS TO AHD VIDE GNSS & PM 4 R.L. 2.73mAHD.
3. SURVEY COMPLETED 26/08/2026.
4. MAJOR CONTOUR INTERVAL IS 1.00m MINOR CONTOUR INTERVAL IS 0.20m.
5. THIS SURVEY LOCATES SERVICES AT OR ABOVE SURFACE LEVEL.
6. NO RESPONSIBILITY TAKEN FOR THE POSITION AND DIRECTION OF UNDERGROUND OR OBSCURED SERVICES.
7. UNDERGROUND SERVICES TO BE POTTED AND EXACT POSITION TO BE DETERMINED BEFORE EXCAVATION WORKS.
8. BOUNDARIES SHOWN RED HEREIN ARE APPROXIMATE, DERIVED FROM VICMAP DIGITAL DATABASE AND NOT PROVEN BY SURVEY.
9. LEVELS TO BE CONFIRMED ON SITE BEFORE CONSTRUCTION. DISCREPANCIES TO BE REPORTED BEFORE THE COMMENCEMENT OF WORKS.
10. THIS PLAN MAY NOT BE REPRODUCED WITHOUT THE INCLUSION OF THESE NOTATIONS.

SURVEYORS REF:

JOB: 1854	FILE: 1854_DETAIL.DWG 1854_MGA2020.SEE	SHEET: 1 OF 1
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ORIGINAL SCALE 1:200 @ A3



LENGTHS ARE IN METRES

FEATURE AND LEVELS PLAN

UNIT 1 / 134 GRIFFITHS STREET
PORT FAIRY

JOSEPH LAND SURVEYING PTY LTD

ABN 27 744 943 042
P.O.BOX 5113, WARRNAMBOOL 3280
PHONE (03) 5562 2066

CMA Reference:	GHCMA-F-2026-00300
Property Address:	Unit 1 134 Griffiths Street Port Fairy Vic 3284
Cadastral:	Lot 1 PS741548, Parish of Belfast
Zone(s):	Neighbourhood Residential Zone - Schedule 1
Overlay(s):	Design And Development Overlay - Schedule 6, Floodway Overlay - Schedule 3

Thank you for your application which we received on 14 July 2026. The CMA understands that you seek advice regarding the demolition of an existing garage and the construction of a habitable extension to the existing residential dwelling.

Please note that information in this report must be read in conjunction with the information provided in the Definitions and Disclaimers section on the final page.

The following table summarises flood information relevant to the application. Unless stated otherwise, the 1% AEP flood level, depth and hazard information accounts for the effects of climate change according to the best available information - consistent with local and state planning policy.

Flood Information Summary

Item	Best Available Information
1% AEP flood level	3.33 m AHD
Nominal Flood Protection Level (NFPL)	3.63 m AHD
Minimum depth of flooding on site – 1% AEP	0.00m
Maximum depth of flooding on site – 1% AEP	1.30 m
Property Hazard category – 1% AEP	Low - High
Maximum depth of flooding on access along Griffiths Street – 1% AEP	>1.5m
Access Hazard category – 1% AEP	Extreme

This location is within the floodplain of the Moyne River. The worst recorded flood to affect the property occurred in 1946 when flood levels reached approximately 3.46 metres AHD. This flood is considered to have been in the order of a 0.2% AEP event, based on the 2008 Port Fairy Regional Flood Study.

The CMA's estimate of the 1% AEP flood level for this property is 3.33 metres AHD. This level comes from the C69 Moyne Planning Scheme Amendment Flood Mapping (2021). During 1% AEP



floods the majority of the property would be subject to inundation by Moyne River as indicated by the blue shading in Figure 1.

The proposed development could be supported subject, but not limited, to the following conditions:

1. Extension shall have a finished floor level that is not less than the Nominal Flood Protection Level of 3.63m AHD.
2. Shall be constructed on stumps (or piers) and bearers.
3. Shall be constructed of water and salt resistant material up to the relevant Nominated Flood Protection Level of 3.63m AHD.

The above listed conditions should not be considered as final. Variation and/or addition to the above list may occur depending on the details of any application referred to the CMA and also on the best available flood risk information available to the CMA at the time any application is received.

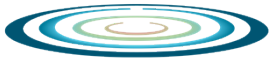
GHCMA notes that the plans submitted as a part of this application show the proposed extension to be greater than 20 metres squared. Should amendments to the plans be considered, please refer to Section 6.4 'Extensions to Existing Habitable Buildings', of the 2023 Moyne Shire Port Fairy Local Floodplain Development Plan for further information regarding applicable floor level requirements. It's also noted that no floor levels were provided as a part of the plans submitted with this application.

In addition to flooding of the property itself, it must be noted that access along Griffiths Street to the property will be cut by floodwater in depth above 1.5 metres as indicated in Figure 2. This would pose an extreme level of hazard to anyone trying to gain access to or escape from the property during a flood of this magnitude.

The above information relates only to the estimated extent of 1% AEP floods in the Moyne River and Southern Ocean. The CMA holds no information as to potential for flooding of this property as a result of other factors such as storm water ponding. No assessment of risks beyond riverine flooding was undertaken in the provision of the information in this letter.

Contact us at planning@ghcma.vic.gov.au or on 03 5571 2526 should you have any queries. Please quote **GHCMA-F-2026-00300** to assist the CMA in handling your enquiry.

Yours sincerely,



CMA

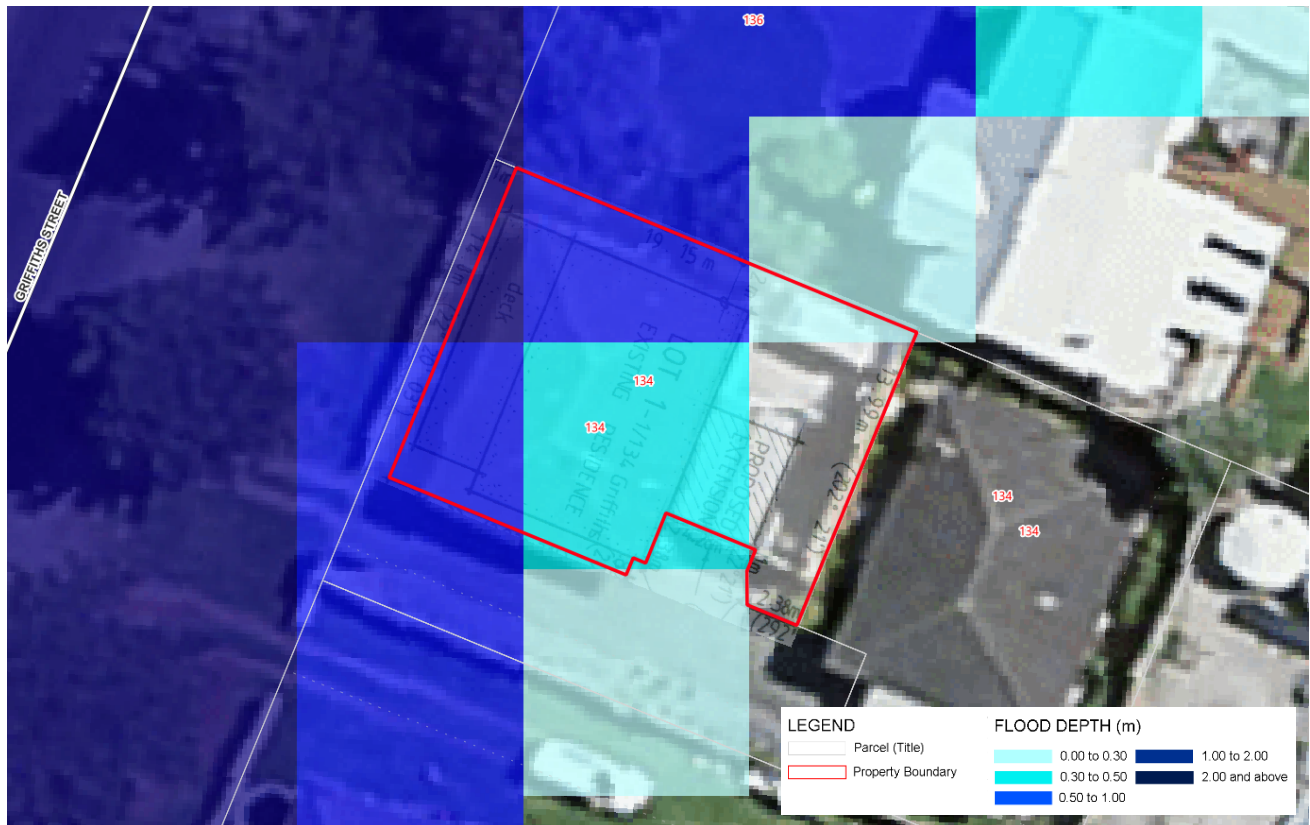


Figure 1: Property location with 1% AEP flood depth mapping, 2021 C69 Moyne Planning Scheme Amendment Flood Mapping.

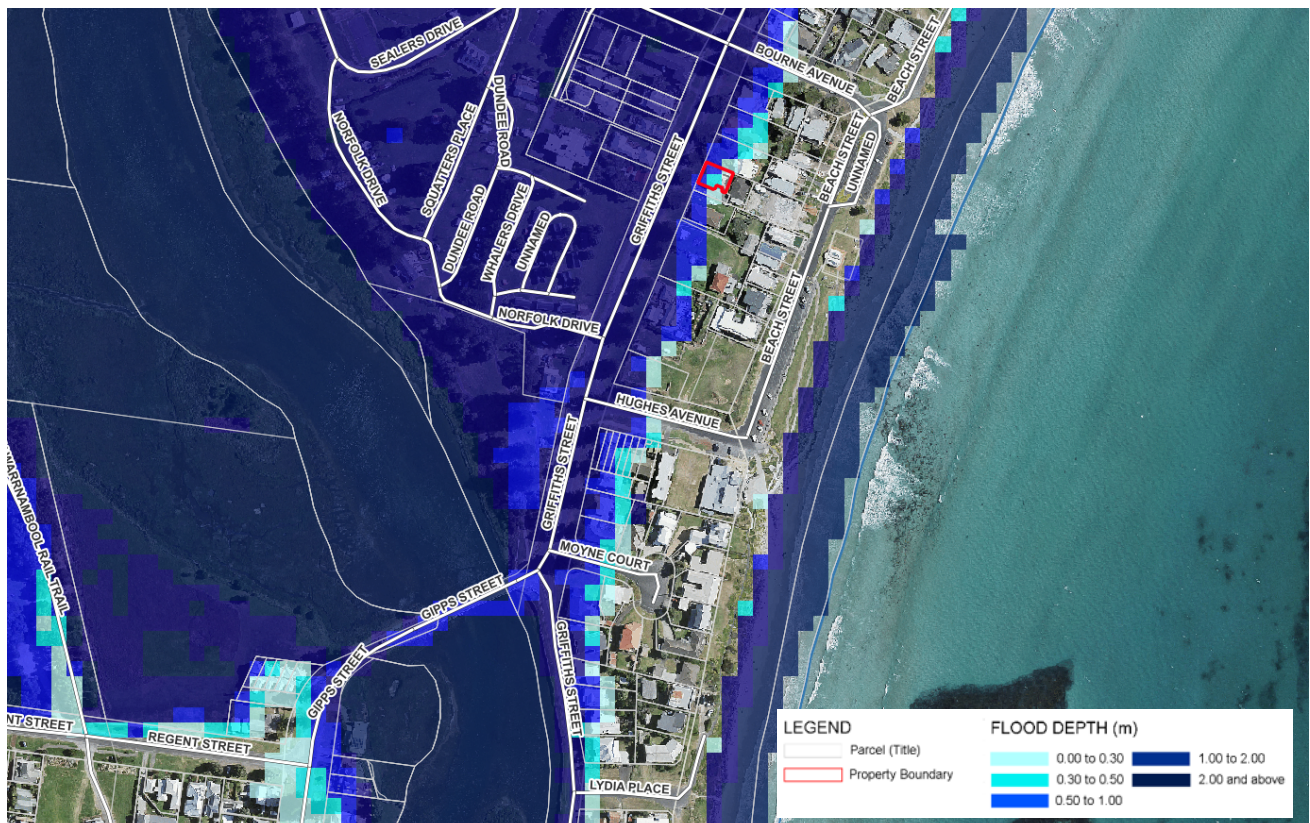


Figure 2: Access to property with 1% AEP flood depth mapping, 2021 C69 Moyne Planning Scheme Amendment Flood Mapping.



Definitions and Disclaimers

1. The area referred to in this letter as the 'property' is the land parcel(s) that, according to the CMA's assessment, most closely represent(s) the location identified by the applicant. The identification of the 'property' on the CMA's Geographic Information System (GIS) has been done in good faith and in accordance with the information given to the CMA by the applicant(s) and/or relevant local government authority.
2. While every endeavour has been made by the CMA to identify the proposed development location on its GIS using VicMap Parcel and Address data, the CMA accepts no responsibility for or makes no warranty regarding the accuracy or naming of this proposed development location according to its official land title description.
3. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by the law, the CMA disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
4. This letter has been prepared for the sole purpose by the party to whom it is addressed, and no responsibility is accepted by the CMA regarding any third-party use of the whole or of any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the CMA's written approval of the form and context in which it would appear.
5. The flood information provided represents the best estimates based on current available information at the date of issue. This information is subject to change as latest information becomes available, further studies are carried out, flood events occur, or due to changes in State or Federal Policy.
6. The information contained in this letter is valid for three (3) months from date of issue and should not be relied upon for planning purposes beyond this time.
7. **AEP** refers to the Annual Exceedance Probability, which is a measure of the likelihood of a certain event happening in any given year expressed as a percentage (%) risk.
8. **1% AEP Flood** - A flood of this magnitude has a 1% chance of occurring in any given year. The 1% AEP flood is the minimum standard for land use and development planning decisions in Victoria. The best available information shows that the magnitude of 1% AEP floods is increasing due to climate change.
9. **Planned for flood event** - The flood event to be accounted for in land use and development planning decisions. The planned for flood event accounts for plausible effects of the current trajectory of climate change on flood risk which may include, but is not limited to, changes in rainfall intensity and coastal influences (sea level rise & storm surge) where applicable. The planned for flood event usually accounts for the 1% AEP including increase in flood extent, depth and velocity by the year 2100.
10. **PMF** refers to Probable Maximum Flood, which is the largest flood theoretically possible for a location.
11. **AHD** - Australian Height Datum is the adopted national height datum that relates to height above mean sea level. Elevation is in metres.
12. **Freeboard** - if applied, is a height allowance above a flood level to provide additional protection from flood impacts. In the context of planning for development of flood-prone land, freeboard is applied to ensure floors are finished at a level that provides a margin of safety. Freeboard is applied to account for uncertainties in the planned for flood level. Uncertainties include factors such as the effect of waves caused by wind or the effect of vehicles moving through a flooded area, or the impact of rising mean sea level.
13. **Nominal Flood Protection Level (NFPL)** - is the minimum level (elevation) requirement for building floors and services (e.g., sewer openings & electrical fittings) and is measured in metres AHD. The NFPL affects the height of floors and building services above the ground surface, and accounts for the effects of climate change according to the best available information. It is subject to change according to the latest state of knowledge concerning the effects of climate change on flood risk.

MARTINA MURRIHY

DESIGN & DRAFTING

6 GRATTON STREET,
PORT FAIRY VICTORIA 3284

Registration DP AD 1821
ABN 89 392 514 944

MSC PLANNING

Address: 1/134 Griffith Street, Port Fairy Lot 1 PS741548Q
Application #: NEW Permit Application
Proposal: Building & works to construct an Extension to Residence & Demolish attached Garage

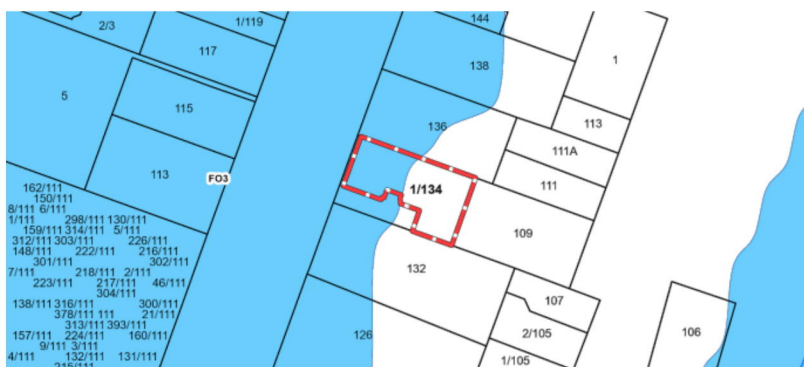
NEIGHBOURHOOD and SITE DESCRIPTION

In relation to the neighbourhood:

- This neighbourhood & Griffith Street is separated from the CBD & main residential part of Port Fairy by the Moyne River; this neighbourhood is locally known as East Beach. This particular section is an exit & entrance arterial link into town via Skenes Road/Woodbine Road or the Golf Course Road as it's commonly known. East Beach is the main beach with the Surf Club located here & is a very popular & safe beach.
- The roadway is sealed but has no kerb & channelling.
- The main shopping & residential area of Port Fairy is connected to this neighbourhood via 2 bridges spanning the Moyne River, a car-bridge & the foot-bridge.
- Residences surrounding are a mix of permanent & holiday living with varied styles of home.
- Features of the nearby area include East Beach, the Gardens Oval & Gardens Holiday Park & the Port Fairy Golf Club further out of town.
- Norfolk Island Pine trees line Griffith Street on the east side for the section of this neighbourhood.

In relation to the site:

- Planning Information for 1/134 Griffith Street Port Fairy:
 - Neighbourhood Residential Zone – Schedule 1 (NRZ1)
 - Design & Development Overlay – Schedule 6 (DDO6) “Port Fairy Griffith Street & Wharf Precinct”
 - Floodway Overlay – Schedule 3 (FO3) to the front ½ of the site (as below)



- This site of 1/134 Griffith Street Port Fairy (PS741548Q) shares a site & access with another residence positioned behind.
The whole site is rectangular in shape with the subdivided line following the residence shape for the driveway side.
Area of 1/134 Griffith is approx. 266m/s with no easements on this site.
There are easements on Lot 2 of the site as well as the common area of the driveway.
The site falls toward Griffith Street & the rear neighbours house FFL is higher than this residence.

The residence on this site is 2-bedroom with Kitchen-Living-Dining facing Griffith Street directly accessing a deck-outdoor living which also allows direct entry into the house from the street & driveway.

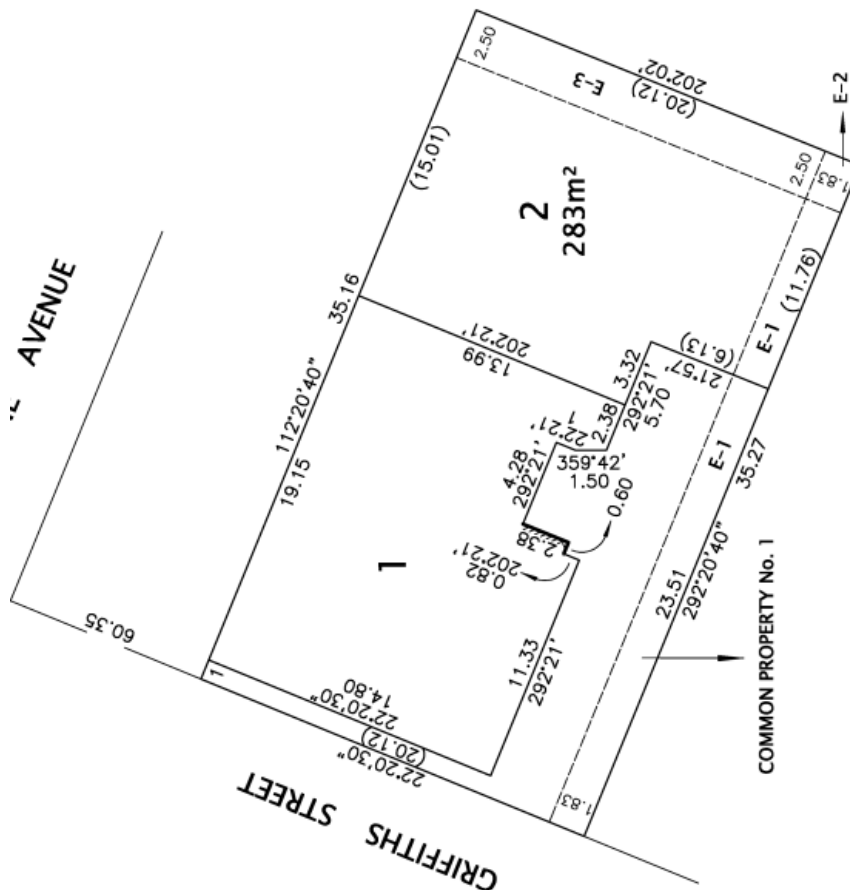
The rear yard is protected & held by a retaining wall.

Access to the east rear yard is via a north side external door & around to the back.

The private & protected rear yard has direct north sun available.

There is a storage area currently on the east side of the residence which has housed a car but not in recent times.

The intention is to remove the storage structure & replace with a bed/Living space to increase the liveable size of the residence to a 3-bedroom home



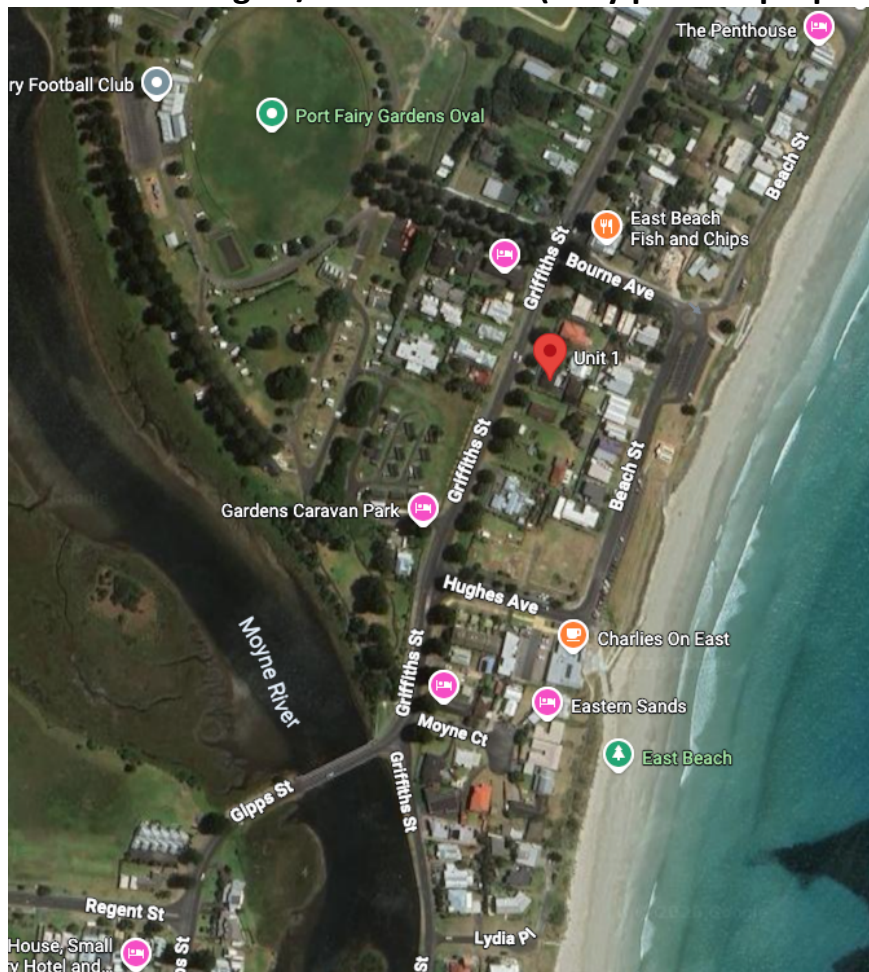
- The direct neighbours –
 - East side – Lot 2 134 Griffith Street is a single storey brick residence accessed via the shared driveway with its FFL higher on the sand dune. It has a west facing deck outdoor living which is screened well to limit vision into 1/134 Griffith Street east yard.
 - South side – 132 Griffith Street is a single storey brick residence positioned approx. 8.5m to the residence & 5.5m to an open Deck from the boundary adjoining 1/134 Griffith St.
 - North side – 136 Griffith Street is a 2-storey residence positioned toward the rear of its site &

not in the direct vicinity of 1/134 Griffith St.

- Good Solar access is available to this site via natural light – west afternoon sun for the Deck-Kitchen-Living-Dining & north sun is available in the private, protected rear yard. The neighbour's solar access will be considered.
- No contaminated or fill areas exist on site that I'm aware of.



Griffith St frontage 1/134 Griffith St (Grey painted property)





The PROPOSAL:

My clients use this property—residence for their holidays – it is in an ideal position to enjoy great family time at the beach.

The aim with this proposal is the utilise the property better by increasing the liveability & formalising the garage come storage area into a usable bedroom/Living space.

The current structure is past its use-by & will be demolished & replaced with a new build without increasing the footprint.

The proposed room will utilise the north facing yard by accessing via a glass sliding door.

A pitched gable roof is proposed to match the existing hip roof slope & external cladding is intended to be painted cement sheet weatherboards to match the colour of the rendered brickwork.

Schedule 1 to Clause 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE (NRZ1)

This proposal respects & protects the unique low scale coastal village character of Port Fairy.

SCHEDULE 6 to Clause 43.02 DESIGN & DEVELOPMENT OVERLAY DDO6

“Port Fairy Griffith Street & Wharf Precinct.”

1. **Design Objectives:** this development continues to deliver high quality & contemporary design responses that support integrating new with Port Fairy’s historic character.
To protect the existing built character & scale of the river & dune landscapes with appropriate siting & design of new builds.
2. **Buildings & Works:**
 - **Fences** – N/A.
 - **Site Coverage & Permeability** – noting this proposal is demolishing & rebuilding with the same existing footprint that is currently supported.
Site Area = 266m/s.

Site Coverage with buildings (including Deck) = 155.4m/s or 58.5% of the site with 40% the suggested maximum.

Site permeability = approx. 40% of the site with 50% the suggested minimum.

Please consider that the site currently copes with the site coverage & permeability.

- **Building Massing** is within the suggested guidelines including sufficient articulation.
- **Building Height** – Total building height to the ridge of the existing residence is approx. 5m & the proposed extension is lower than this.
- **Building Setbacks** – Position for proposed extension is to be the same as the current existing garage-store which is 220mm off boundary at the driveway access side ensuring the extension is built within the property boundaries.
- **Frontage Presentation & Design Detail** – The extension is not visible from Griffith Street but will be visible behind the existing residence upon entry to the shared driveway access. The gable roof with pitch the same as the residence ensures a blend & the painted external cladding will also blend via colour with the rendered brickwork of the residence.
- **Outbuildings & Carparking** – N/A.
- **Landscaping & Fencing** – Landscaping & trees exist & provide lovely leafy natural screening.

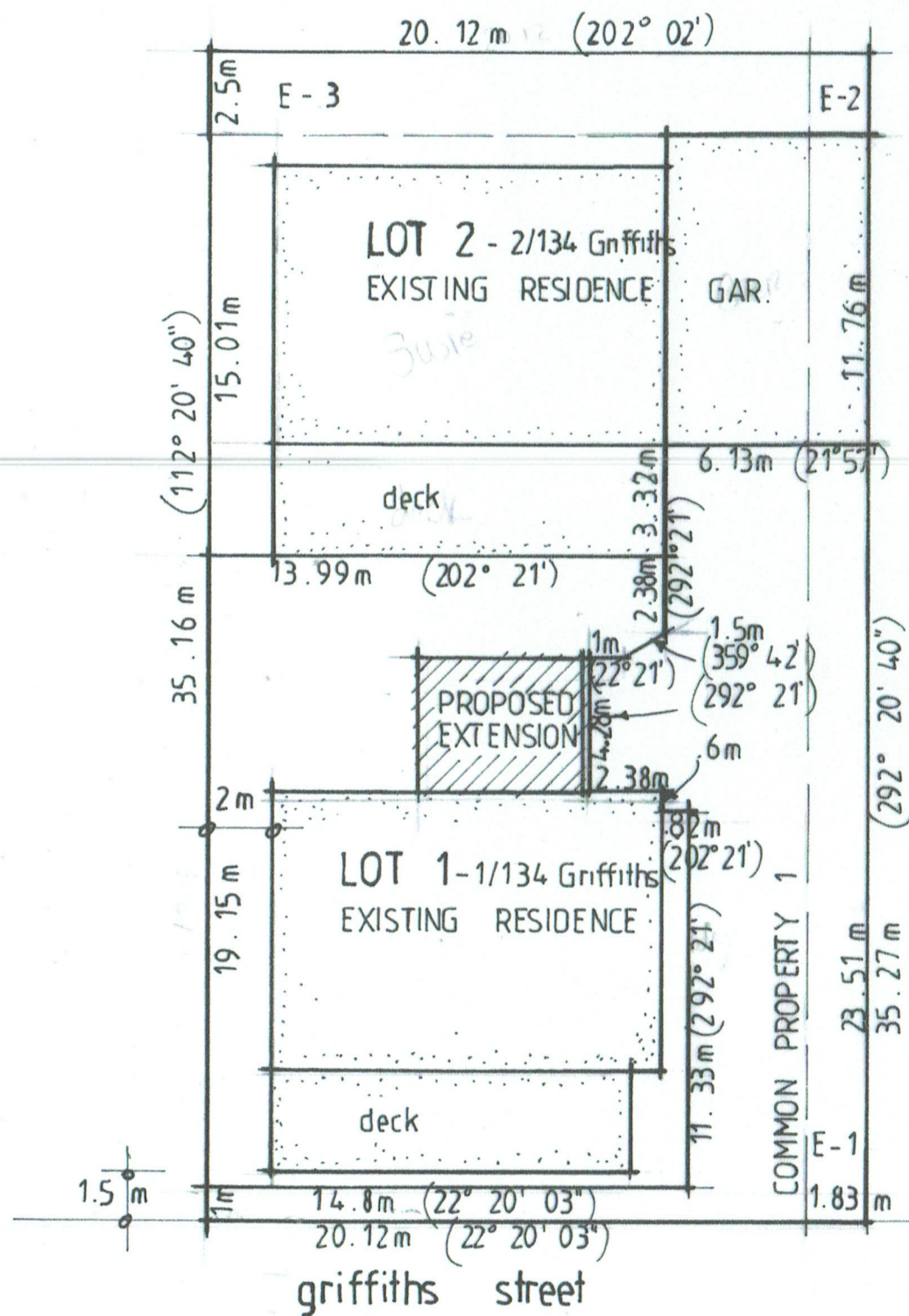
3. Decision Guidelines:

The proposal of the garage addition responds in a positive way to buildings & works, design response to any heritage considerations, housing diversity in Port fairy, the building footprint & height responds to existing patterns & character of the area, to availability of areas of open space & landscaping.

Floodway Overlay – Schedule 3 to Clause 44.03.

“Port Fairy Riverine & Coastal Influenced Inundation Areas”

Awaiting information from Glenelg Hopkins CMA to address this.



SITE PLAN

1:200



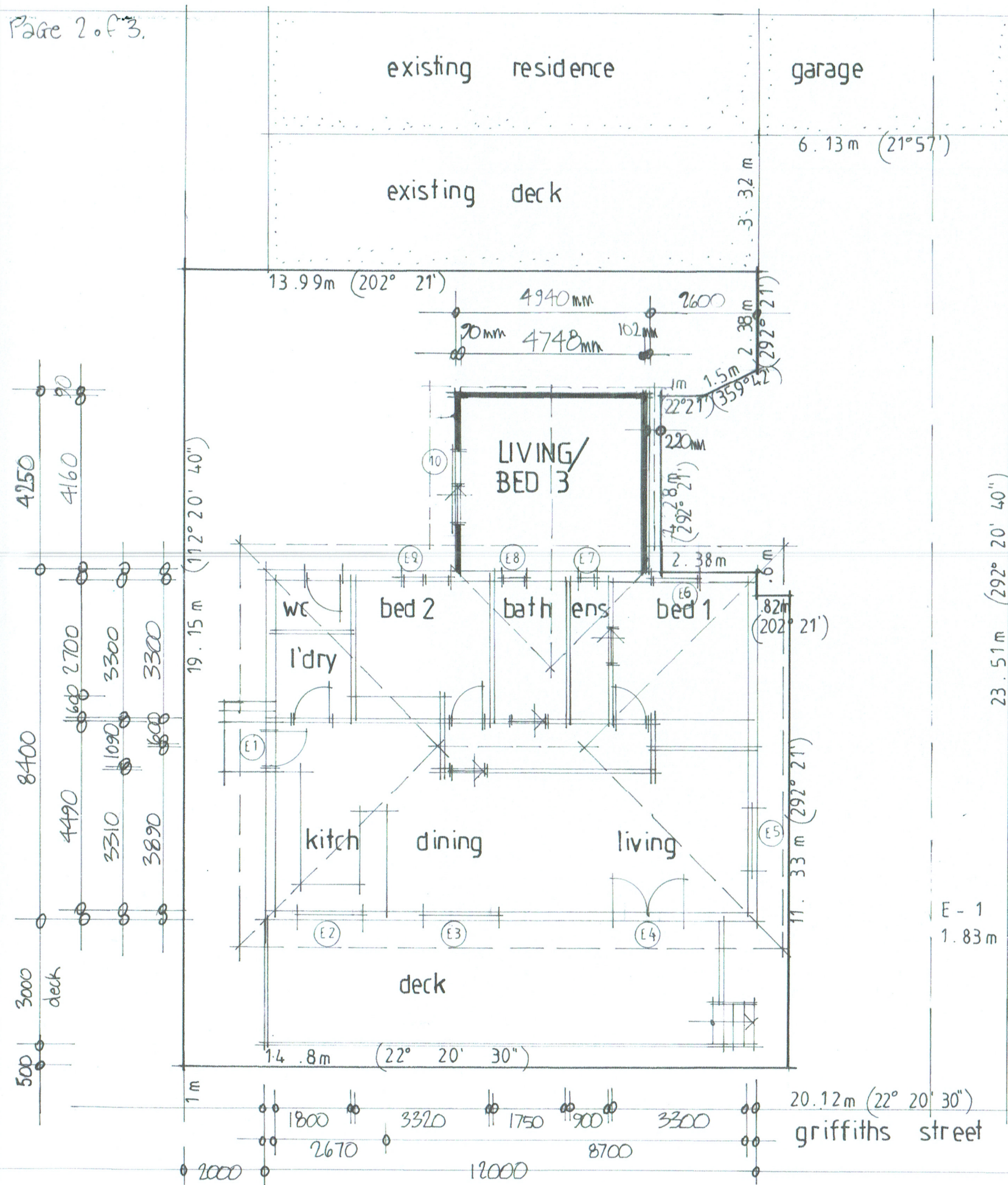
Design & Drafting
E: martina.murrighy13@gmail.com

MARTINA MURRIGHY

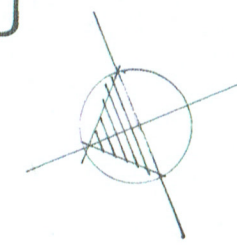
6 Gratton street
PORT FAIRY Vic 3284
M: 0429 195 508
R: OPAD 1821

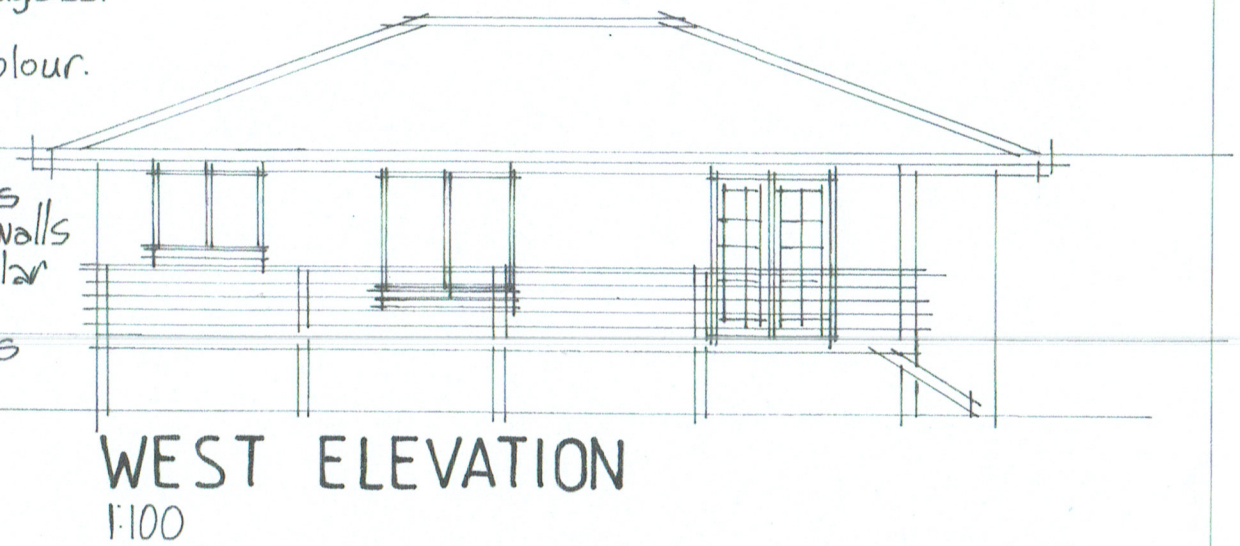
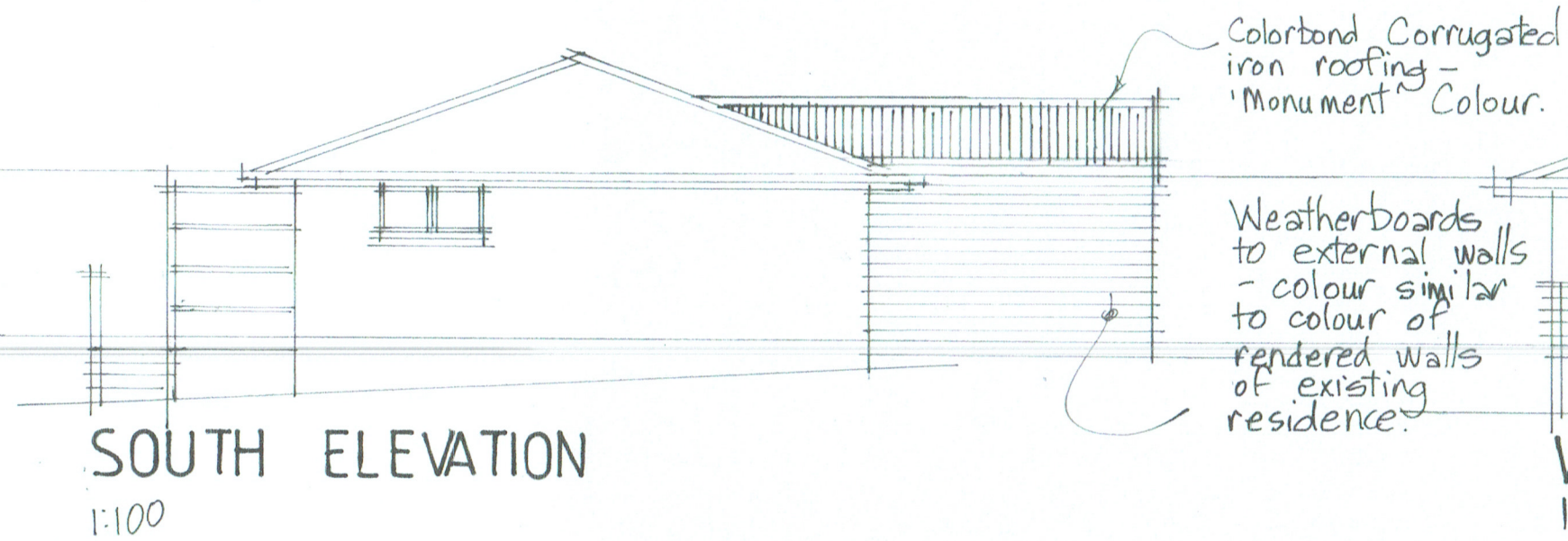
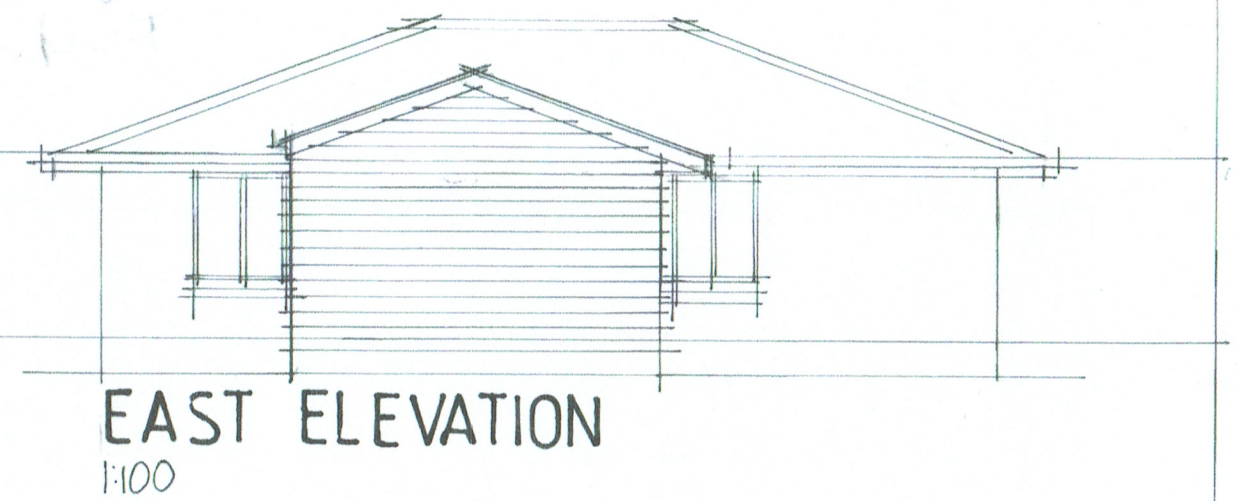
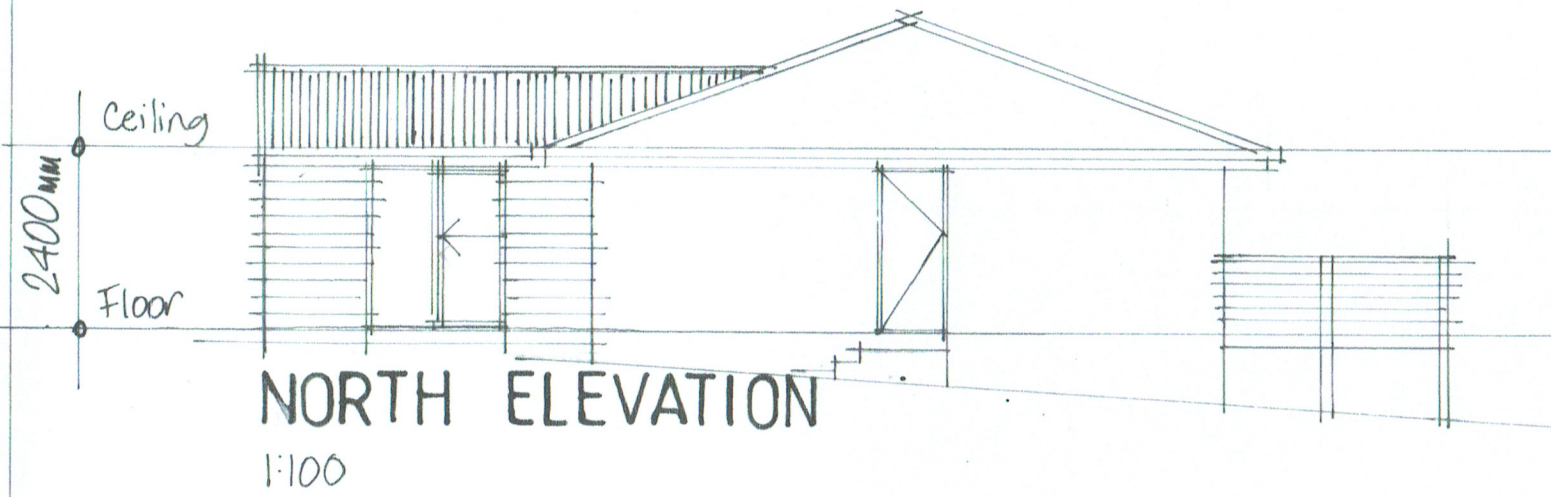
D: MARCH 2025

PROPOSED EXTENSION
AT 1/134 Griffiths st. Port Fairy



GROUND
PLAN
1:100







Office Use Only

VicSmart? ☐ YES ☐ NO

Specify class of VicSmart application:

Application No.: _____ Date Lodged: / /

Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the back 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 concerns, 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

Application Type

Is this a VicSmart application?*

☒ No ☐ Yes

If yes, please specify which VicSmart class or classes:.....

Classes of VicSmart application are listed in zones, overlays , particular provisions and the schedule to Clause 59.15

Pre-application Meeting

Has there been a pre-application meeting with a Council planning officer?

☒ No ☐ Yes

If 'Yes', with whom?: _____

Date: _____ day / month / year

The Land

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

Street Address *

Unit No.: _____ St. No.: 1/134 St. Name: Griffith Street

Suburb/Locality: PORT FAIRY Postcode: 3284

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.: PS741548Q

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? *

To Demolish a garage/store shed.
To Construct an extension to Residence.



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 \$98,000



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 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.

Existing Residence with attached garage/store shed.



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:		
Organisation (if applicable):		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:		

Contact information for applicant OR contact person below	
Business phone:	
	Fax:

Contact person's details*		Same as applicant ☐
Name:		
Title:		
Organisation (if applicable): Martina Murrihy Design & Drafting P/L		
Postal Address:		If it is a P.O. Box, enter the details here:
Unit No.:		

Name:			Same as applicant ☒
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

Information requirements

Is the required information provided?

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist.

☐ Yes ☐ No

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.	
	Date: 14/9/2026
	day / month / year