

# Planning property enquiry application



**Moreland**  
City Council

A planning property enquiry provides you with written advice about the planning controls that apply to a particular property. It can be used to get information about planning permits issued for a property, any outstanding planning enforcement matters, what you can or cannot do on the property that may be restricted by planning controls and whether you need a planning permit for a proposed use or development, including whether you need a planning permit for a liquor licence.

## Applicant details

|                    |  |             |  |
|--------------------|--|-------------|--|
| Given name         |  | Family name |  |
| Company (optional) |  |             |  |
| Email              |  | Phone       |  |
| Postal address     |  |             |  |

## Tell us about your planning enquiry

|                                          |  |
|------------------------------------------|--|
| Address of land                          |  |
| Details of your enquiry                  |  |
| <br><br><br><br><br><br><br><br><br><br> |  |

## Submission checklist



Ensure you have attached the following supporting documents:





- Payment; see [www.moreland.vic.gov.au/building-and-business/planning-and-building/planning/planning-fees](http://www.moreland.vic.gov.au/building-and-business/planning-and-building/planning/planning-fees) for fee details and to lodge online.
- A copy of the Certificate of Title which is less than three months old, is clear and legible, and which contains both the register search statement and the title/subdivision plan.
- Draft plans of your proposal.

## Signature and declaration

By signing this application, I declare that the information provided is true and correct. I acknowledge that all fees are non-refundable.

|           |  |      |  |
|-----------|--|------|--|
| Signature |  |      |  |
| Name      |  | Date |  |

## For more information & lodgement

-  **Online** visit [www.moreland.vic.gov.au/building-and-business/planning-and-building/planning](http://www.moreland.vic.gov.au/building-and-business/planning-and-building/planning) for more information and to lodge your application online.
-  **Mail** your application and payment to Moreland City Council, Locked Bag 10, Moreland, Vic 3058.
-  **Visit** the Moreland Civic Centre at 90 Bell Street, Coburg, Vic 3058.
-  **Call** Moreland City Council on 9240 1111.

## Privacy notice

Moreland City Council is committed to protecting your privacy in accordance with the *Privacy and Data Protection Act 2014 (Vic)* and the *Health Records Act 2001 (Vic)*. The personal information requested on this form is being collected by Moreland City Council to consider and determine this application and may also be used to update your personal information otherwise held by Council (for example, contact details including email address, phone number). Personal information disclosed in this application may be made available for public inspection including on Council's public website whilst the application is being determined, in accordance with the *Planning & Environment Act 1987*. If a planning permit is granted, the permit and any endorsed plans or documents under the permit continue to be available for public inspection including on Council's website permanently and may also be used by Council for related purposes. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not provided in your application, this may result in the application not being accepted, lapsing or being refused. You can gain access to your personal information you have provided to Moreland City Council and if you wish to alter it, please contact Council's Privacy Officer via telephone on 9240 1111 or e-mail at [Privacyofficer@moreland.vic.gov.au](mailto:Privacyofficer@moreland.vic.gov.au).

PLEASE NOTE: Information associated with this application might be provided electronically and unless otherwise stated, Council takes the completion of this form as consent to use electronic communication. Further Council may use your electronic details for other Council communication.

### Moreland Language Link

廣東話 9280 1910  
Italiano 9280 1911  
Ελληνικά 9280 1912

عربي 9280 1913  
Türkçe 9280 1914  
Tiếng Việt 9280 1915

हिंदी 9280 1918  
普通话 9280 0750  
ਪੰਜਾਬੀ 9280 0751

All other languages  
9280 1919