

IMPORTANT NOTES ABOUT OBJECTION/SUBMISSIONS TO PLANNING PERMIT APPLICATIONS

This form is to help you make an objection/submission to a planning permit application in a way which complies with the *Planning and Environment Act 1987* (the Act), and which can be readily understood by South Gippsland Shire Council (being 'the responsible authority'). There is no requirement under the Act that you use any particular form. Do not use this form to make a submission about a planning scheme amendment.

1. Make sure you clearly understand what is proposed before you make an objection/submission. You should inspect the application at the South Gippsland Council's office.
2. To make an objection/submission you should clearly complete the details on this form and lodge it with the responsible authority.

Under Section 57(2) of the Planning and Environment Act 1987 an objection must be:

- Made in writing;
 - Stating the reasons for the objection; and
 - Stating how the objector would be affected by the granting of a permit.
3. The responsible authority may reject an objection/submission which it considers has been made primarily to secure or maintain direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection/submission had not been made.
 4. Any person may inspect an objection/submission during the responsible authority's office hours.
 5. If your objection/submission relates to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
 6. To ensure the responsible authority considers your objection/submission, make sure that the authority receives it by the date shown on the notice you were sent, the sign on the site or in the newspaper.
 7. If you object before the responsible authority makes a decision, the authority will tell you its decision.
 8. If despite your objection/submission the responsible authority decides to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil and Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the responsible authority.
 9. If the responsible authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time. You will be advised if the applicant appeals the refusal.