# Advertising, viewing or commenting on a planning permit application

## Development in Bayside series – Video #7

**[Host speaks]**

This video explains how the public is notified about a planning permit application. First let's take a look as the applicant, and then we can look at the options available to anyone who has an objection.

**[Planning Officer speaks]**

[Text on screen ‘Panning permit public notification for the applicant’] Your planning permit application needs to be publicly advertised. This is because your proposal is likely to impact other homes and businesses in the Bayside community.

We will let you know the type of notification required. This will depend on the type of application but usually a yellow notice of application signed must be installed on the property. The sign must be in a position that is clearly visible. Letters may also need to be sent to surrounding properties and businesses, and in some cases an advertisement may also be placed in the local newspaper. This gives anyone in your community who might be affected by your development, the opportunity to raise concerns.

Common concerns may include things like loss of privacy or overshadowing, or the impact on street traffic and parking. Talking with neighbours before lodging a planning permit application can help pre-empt any impacts and most likely save time and money later in the assessment process. Once you have paid the advertising costs, a council contractor will take care of the rest.

Don't be alarmed when someone turns up at the property to install the notice of application sign. It's important that the sign remains in good condition. This period should run for at least 14 days, sometimes longer for larger or complex proposals or during holidays. A council contractor will remove the sign at the end of the required notice period.

What happens next depends on whether an application has received any objections. If there are no objections, the application progresses to the final assessment phase. However, if there are objections, we'll try to help negotiate an outcome. The applicant can make small amendments to plans during this process, but larger changes will require a formal request to amend an application process, and additional fees may apply.

**[Host speaks]**

Often there can be a bit of fear around this process. No one likes conflict. However, just as land owners have the right to put forward proposals for dream homes, or for developments that provide much needed housing, neighbours and the wider community also have the right to voice concerns.

[Text on screen ‘Panning permit public notification for neighbours and the community’] Let's imagine you have an objection to the planning permit application. To formerly lodge an objection it's important to understand the proposal first. Council officers can help explain it. Please call us on (03) 9599 4444 to discuss the proposal or to make an appointment.

**[Planning Officer speaks]**

All current planning permit applications and plans can be viewed at our office or by using the planning application register on council's website www.bayside.vic.gov.au.

If you have a serious concern about a current application, you can lodge an objection online or in hard copy using the objection form. Remember to do so by the date shown on the notice of application. Please be sure to explain why you object and how you would be affected. If your objection is for a building that is not in your neighbourhood, you must also explain your interest in that building.

I will then work with you and the applicant to see if an agreeable solution can be found. Through the negotiation process the proposal may be amended by the applicant and objections may be withdraw. To withdraw an objection you need to do so in writing. An objection withdrawal form is available on council's website.

**[Host speaks]**

All objections are publicly available to view in the council office or copies can be sent to the applicant on request. The applicant and any objectors are kept informed as the application progresses. If you have any questions, remember, just ask. [Bayside City Council logo appears on screen]