

Application for Planning Permit

If you need help to complete this form, read [How to complete the Application for Planning Permit form](#).

Planning Enquiries
 Phone: 03 9205 2200
 Web: <http://www.hume.vic.gov.au>

⚠ 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 (*) are mandatory and must be completed.

⚠ If the space provided on the form is insufficient, attach a separate sheet.

The Land

① Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.:	St. No.:	St. Name:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Suburb/Locality:		Postcode:
<input type="text"/>		<input type="text"/>

Formal Land Description *

Complete either A or B.

⚠ This information can be found on the certificate of title.

A Lot No.: Lodged Plan Title Plan Plan of Subdivision No.:

OR

B Crown Allotment No.: Section No.:

Parish/Township Name:

If this application relates to more than one address, please click this button and enter relevant details.

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.

② For what use, development or other matter do you require a permit? *

If you need help about the proposal, read:

Select the focus of this application and describe below:

Provide additional information on 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.

③ Estimated cost of 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 *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.

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Existing Conditions

④ Describe how the land is used and developed now *

eg. 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.


Title Information

⑤ Encumbrances on title *

If you need help about the title, read: [How to complete the Application for Planning Permit form](#)

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', eg. restrictive covenants.)

Applicant and Owner Details

⑥ Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

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

Please provide at least one contact phone number *

Name:	<input type="text"/>	<input type="checkbox"/>
Title:	<input type="text"/>	<input type="checkbox"/>
Organisation (if applicable):	<input type="text"/>	<input type="checkbox"/>
Postal Address:	<input type="text"/>	<input type="checkbox"/>
Unit No.: 664	<input type="text"/>	<input type="checkbox"/>
Suburb/Locality:	<input type="text"/>	<input type="checkbox"/>

Contact person's details *

Same as applicant (if so, go to 'contact information')

Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title:	First Name:	Surname:	
Organisation (if applicable):			

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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:	<input type="checkbox"/> Same as applicant
Title:	
Organisation:	
Postal Address:	
Unit Number:	
Suburb:	
Owner:	

day / month / year

Declaration 1

7 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: 6/3/23
day / month / year

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Need help with the Application?

If you need help to complete this form, read [How to complete the Application for Planning Permit form](#)
General information about the planning process is available at www.delwp.vic.gov.au/planning

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.

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

No Yes

If 'yes', with whom?:

Date:


day / month / year

Checklist

9 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 (eg 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 (section 7)?

Lodgement

Lodge the completed and signed form, the fee payment and all documents with:

Hume City Council
PO Box 119 Dallas VIC 3047
Pascoe Vale Road Broadmeadows VIC 3047

Contact information:

Telephone: 61 03 9205 2200

Email: email@hume.vic.gov.au

DX: 94718

Translation: 03 9205 2200 for connection to Hume Link's multilingual telephone information service

Deliver application in person, by fax, or by post:

Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address. This is usually your local council but can sometimes be the Minister for Planning or another body.

Save Form:

You can save this application form to your computer to complete or review later or email it to others to complete relevant sections.

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

Page 1 of 1

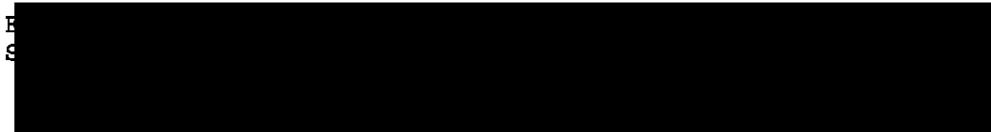
VOLUME 08358 FOLIO 238

Security no : 124103452913K
Produced 25/01/2023 02:19 PM

LAND DESCRIPTION

Lot 13 on Plan of Subdivision 055059.
PARENT TITLE Volume 08355 Folio 250
Created by instrument B222406 09/07/1962

REGISTERED PROPRIETOR



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 or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP055059 FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
AW454051L (E)	DISCHARGE OF MORTGAGE	Registered	16/01/2023
AW454052J (E)	TRANSFER	Registered	16/01/2023

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 100 RIDDELL ROAD SUNBURY VIC 3429

DOCUMENT END

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Document Type	Plan
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LP 55059
EDITION 2
 PLAN MAY BE LODGED
 9/3/62

3 SHEETS
SHEET 1

COLOUR CODE
 E-1 = BLUE
 E-2 & E-4 = BROWN
 E-3 = GREEN

THE LAND COLOURED BROWN IS APPROPRIATED OR SET APART FOR EASEMENTS OF WAY AND DRAINAGE

THE LAND COLOURED GREEN IS A RESERVE FOR RECREATIONAL, DRAINAGE AND SEWERAGE PURPOSES

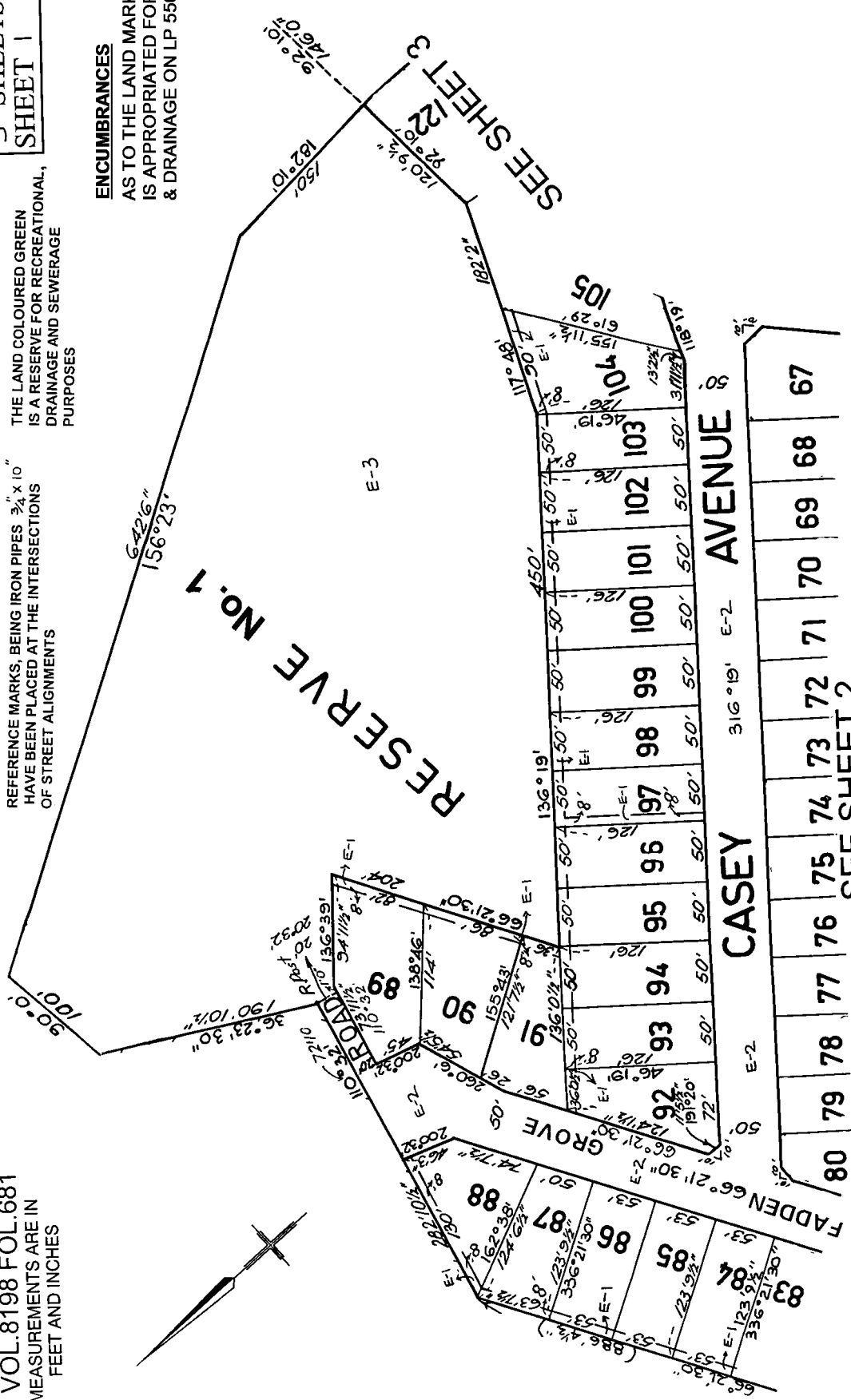
THE LAND COLOURED BLUE AND GREEN IS APPROPRIATED OR SET APART FOR EASEMENTS OF DRAINAGE AND SEWERAGE AND IS 8 FEET WIDE IN EACH LOT

REFERENCE MARKS, BEING IRON PIPES 3/4" x 10" HAVE BEEN PLACED AT THE INTERSECTIONS OF STREET ALIGNMENTS

ENCUMBRANCES
 AS TO THE LAND MARKED E-4 IS APPROPRIATED FOR WAY & DRAINAGE ON LP 55060

**PLAN OF SUBDIVISION OF
 PART OF W.J.T. CLARKE'S
 CROWN SPECIAL SURVEY
 PARISH OF BUTTLEJORR**

VOL. 8198 FOL. 681
 MEASUREMENTS ARE IN
 FEET AND INCHES



SEE SHEET 2

LIST OF MODIFICATIONS			
LAND I.D.	MODIFICATION	DEALING NO.	ART
ROAD E-4	EASEMENTS ENHANCED		AD

WARNING: THE IMAGE OF THIS DOCUMENT OF THE REGISTER HAS BEEN DIGITALLY AMENDED. NO FURTHER AMENDMENTS ARE TO BE MADE TO THE ORIGINAL DOCUMENT OF THE REGISTER.

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3 SHEETS
SHEET 2

LP 55059

SEE SHEET 1

AVENUE

CASEY

316° 19'

AVENUE

AVENUE

316° 19'

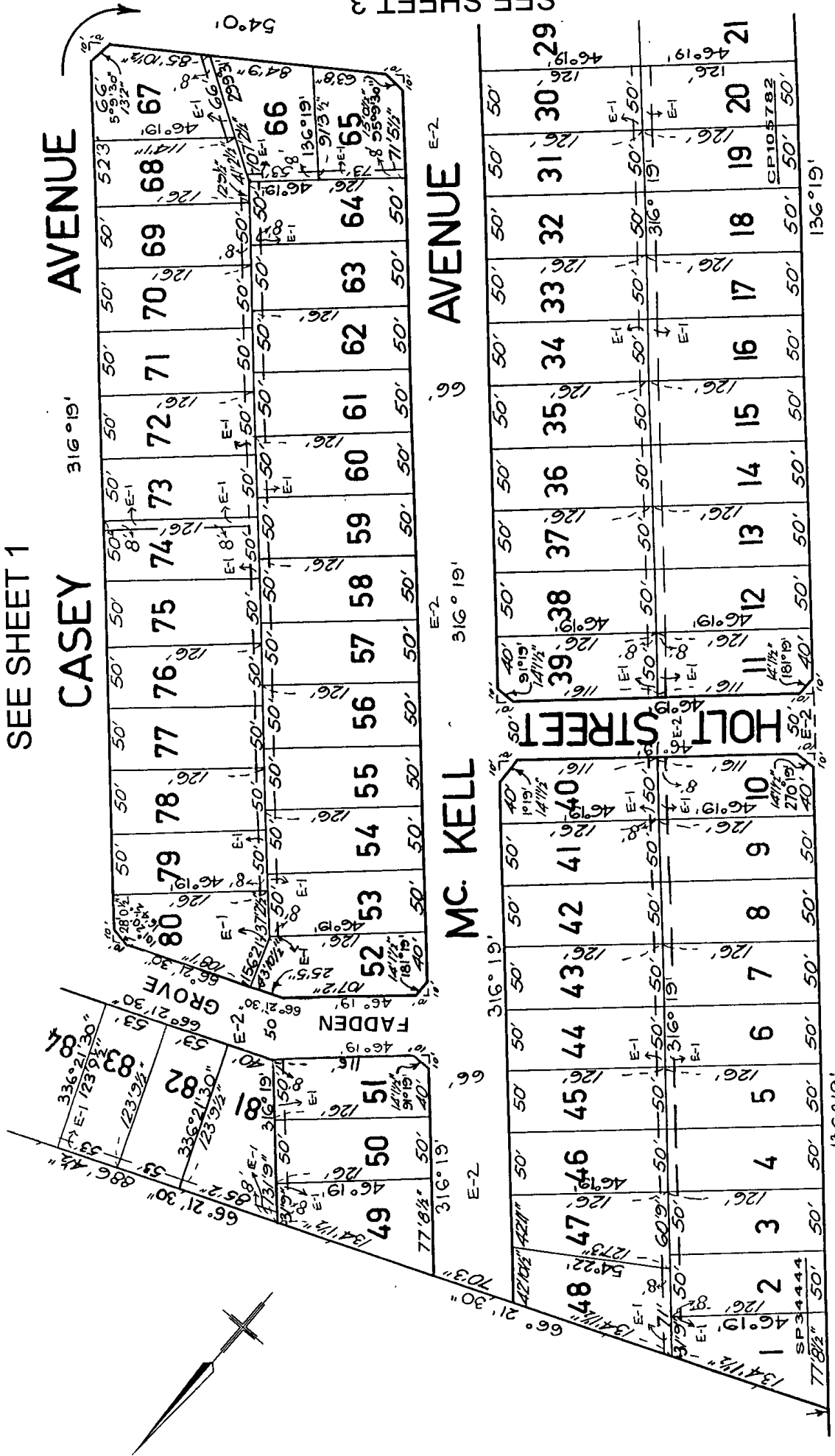
MC. KELL

316° 19'

AVENUE

ROAD

RIDDELL

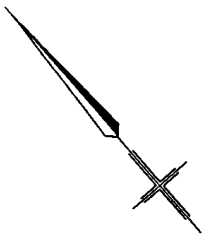


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SEE SHEET 3

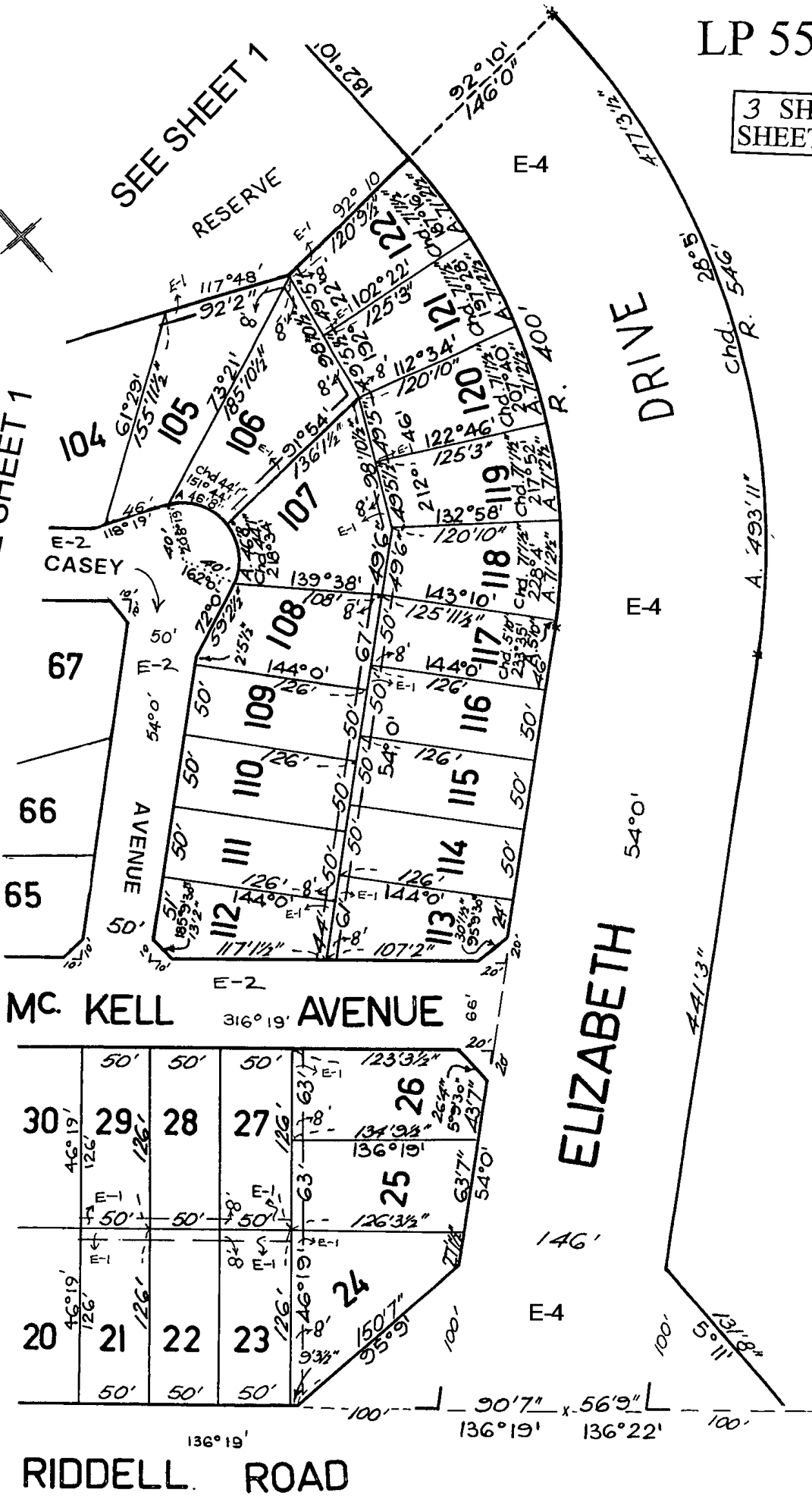
LP 55059

3 SHEETS
SHEET 3



SEE SHEET 1

SEE SHEET 1



SEE SHEET 2

RIDDELL ROAD

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VICTORIAN SMART PLANNING

Permit Application Services

VSPPAS

664/585 Little Collins St,
Melbourne, VIC 3000
info@vicsmartguide.com.au
ABN 45 695 956 240

Date: 06/03/23

Council: Hume City Council

Site: 100 Riddell Road, Sunbury 3429

Planning permit application for:

Use a Medical Centre and a dispensation from car parking requirements.

Attention: Greg Casey

Hi Greg,

The following is supplied as per the original VicSmart application lodged on January 31st.

Please view the following documents in support the application:

- A copy of title;
- Application form;
- A set of plans;

The proposal seeks to change the existing residential use to a Medical Centre. Per the zone, a Medical Centre is a Section 2 use as the change of use requires a dispensation from car parking. The proposal does not include an extension of the building footprint.

The proposed use of the site, number of employees and patrons and hours of operation:

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It is proposed to convert the existing dwelling into a Medical Practice for the facilitation of 2 Practitioners operating in the Allied Health sector under AHPRA Registration.

Opening hours:

It is proposed that the Medical Practice operate between the following hours: 9am to 4pm (Monday to Friday)

Medical Practitioners:

It is anticipated that the Medical Practice will operate with two on-site, full-time practitioners during the aforementioned hours.

These staff facilitate fifty-minute sessions with clients and a ten minute 2 handover break to allow for note taking, report writing, breaks etc, per hour.

At any given peak demand time, the two Practitioners will be facilitating two clients concurrently for a total of (up to) 14 clients per day.

Since 2019 with the impact of COVID-19 in our community, the business model was forced to pivot to one that facilitated remote or telehealth sessions. This is something that has become common practice in the industry and is reflected in the business model of the proposed Medical Practice.

At present, the model facilitates approximately 50% face-to-face sessions while the remainder opt into telehealth or remote online sessions.

The previous use of the site:

The site located at 100 Riddell Road, Sunbury, is currently a 140 square meter, 3 bedroom single story dwelling. The space will be converted to allow for consultation rooms for on-site practitioners, reception area and bathroom facilities. There is to be no extension to the floor space during the conversion. The site and floor area to be occupied: The entire 140 square meter dwelling is to be converted into a Medical Facility.

The number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay:

Two Practitioners require 8 parking spaces to be provided.

The total number of car parking spaces provided:

The proposed allows for 5 parking spaces to be provided.

The likely impact of a reduction in car parking on the amenity of the area and on the area's existing car parking:

The proposed site layout and use may result in overflow into street parking at peak times between client sessions. It has been observed that the surrounding streets of the subject site have ample unrestricted on street parking with many residents utilizing their driveways as primary parking spaces.

Despite this the proposal includes the installation of bike hoops to encourage cycling to the site for appointments.

Additionally, the site is situated directly adjacent to one of the main bus routes connecting Sunbury Station to various parts of the suburb (please refer to Sheet 1 of the provided plans for further detail).

Given the site location and access to on-street parking and public transport, it is believed that the proposal will not generate notable parking impacts to the surrounding streets or will it exhaust is availability.

Conclusion:

Approval of the application provides adequate car parking in light of the proposed use.

As per correspondence with Greg Casey, we understand that the above is sufficient to support the application, and an assessment of the proposal against the individual clauses and provisions of the planning scheme is not necessary.

Noting that this was submitted originally on January 31, 2023 as a VicSmart application, and was requested to be withdrawn and re-submitted on March 1, 2023.

We respectfully request council support the application as soon as possible on this basis.

Kind Regards

Ben McKenna

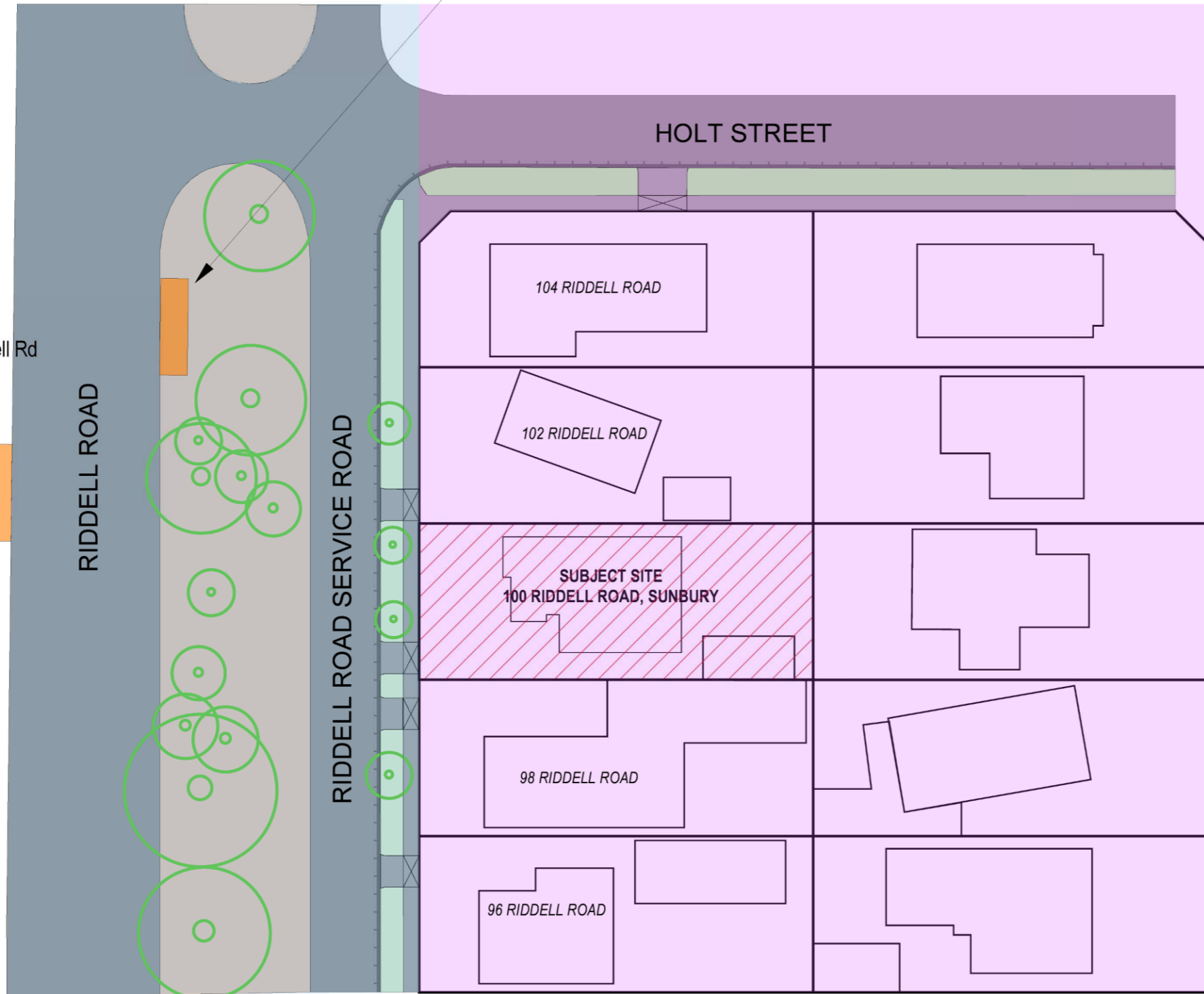
Town Planner

VSPPAS

0431 903 202

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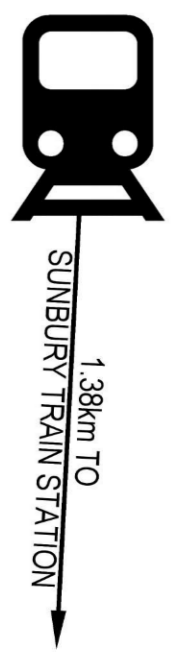
St Annes Catholic PS/Riddell Rd
 BUS STOP
 489 (SUNBURY)



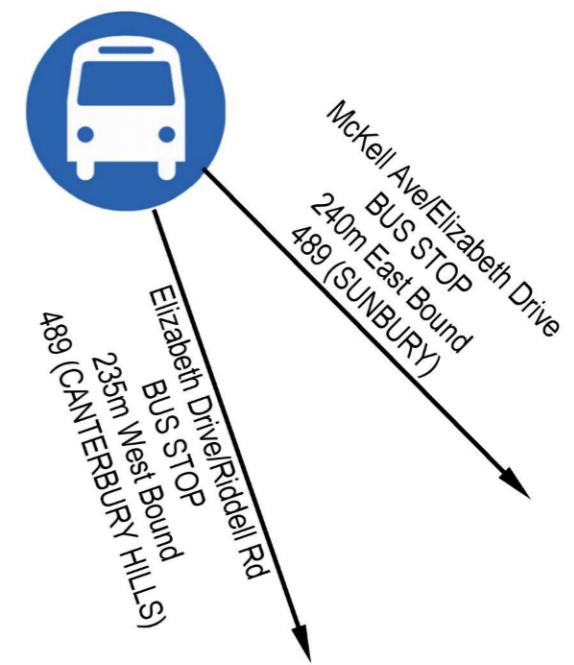
St Annes Catholic PS/Riddell Rd
 BUS STOP
 489 (SUNBURY)
 487 (KILARA HEIGHTS)



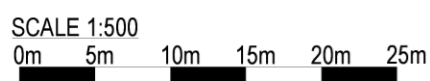
SUNBURY TRAIN STATION



FACING NORTH EAST FROM RIDDELL ROAD TOWARD SUBJECT SITE



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LEGEND

- GENERAL RESIDENTIAL ZONE 1
- TRANSPORT ZONE 2 - PRINCIPAL ROAD NETWORK
- VEGITATION / LANDSCAPED AREAS
- RESIDENTIAL VEHICLE CROSSOVER
- BUS STOP
- TRANSPORT ZONE 2 - PRINCIPAL ROAD NETWORK

Sheet
 1 OF 5
 Plan Detail
 SCALE 1:500

100 Riddell Road, SUNBURY
 C [REDACTED]

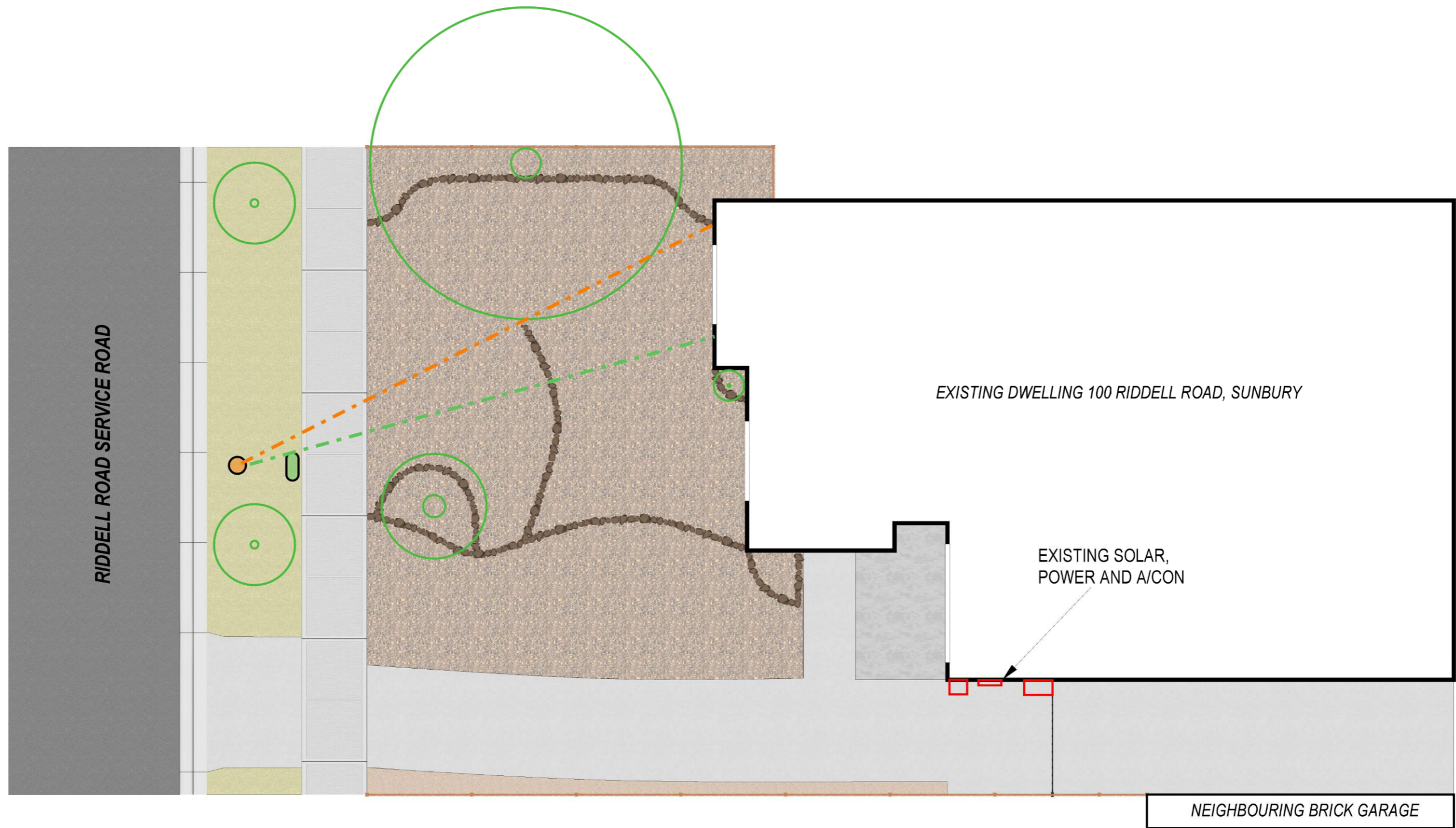
REVISION 01
 A JONES
 18/01/2023

SITE LOCALITY



ONE QUOTE

7 Fraserburgh Crescent, Greenvale VIC 3059
 M: 0411 475 995
 E: andrew@1quote.com.au

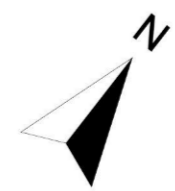


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SCALE 1:100
 0m 1m 2m 3m 4m 5m

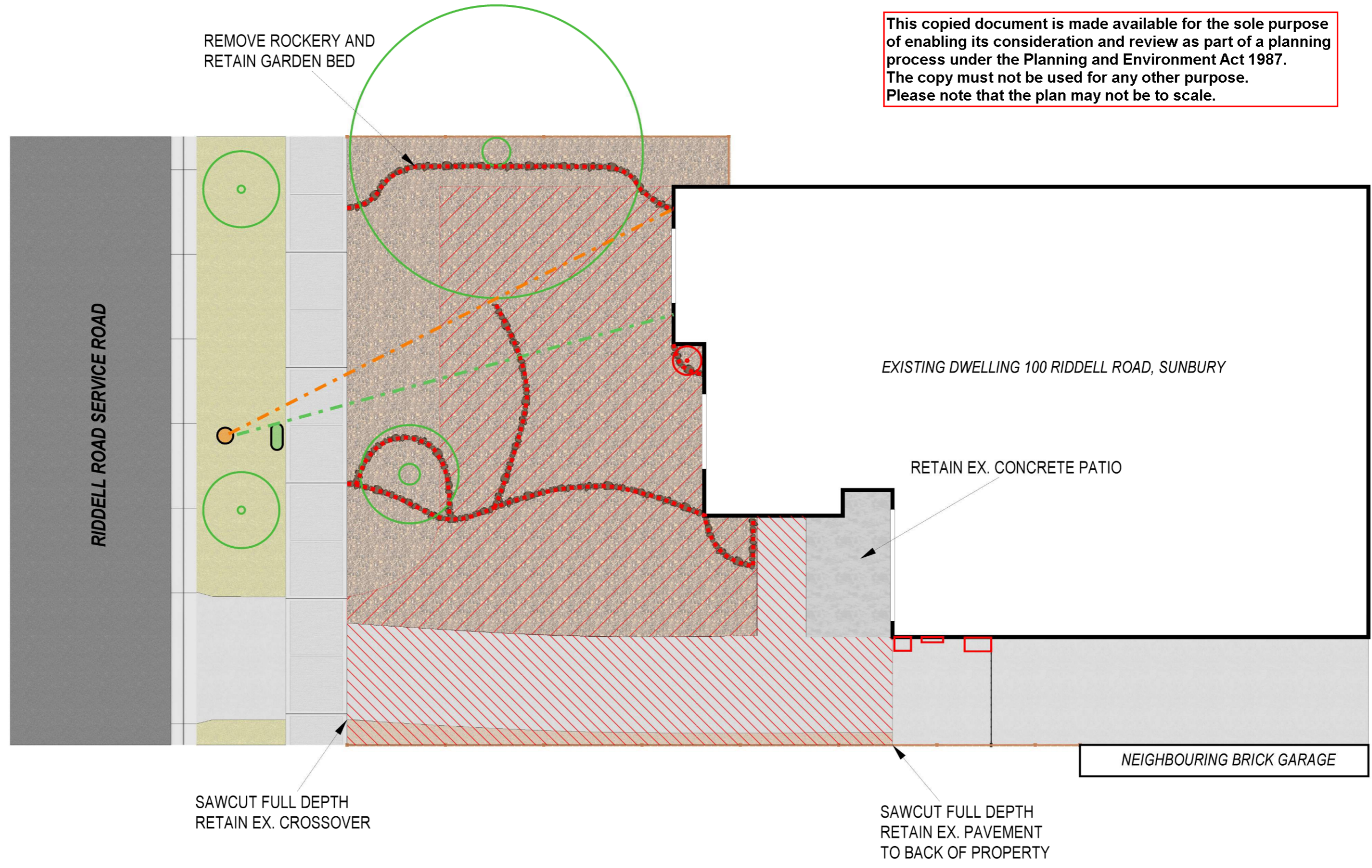
LEGEND	
	EXISTING CONCRETE PAVEMENT
	EXISTING MULCHED LANDSCAPE
	OVERHEAD POWER LINE
	OVERHEAD TELCO LINE
	EXISTING ROCKERY

Sheet 2 OF 5 Plan Detail SCALE 1:100	100 Riddell Road, SUNBURY [REDACTED]	REVISION 01 A JONES 18/01/2023	EXISTING CONDITIONS
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ONE QUOTE
 7 Fraserburgh Crescent, Greenvale VIC 3059
 M: 0411 475 995
 E: andrew@1quote.com.au

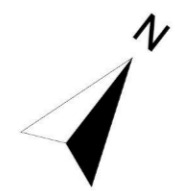
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SCALE 1:100
 0m 1m 2m 3m 4m 5m

LEGEND	
	DEMOLISH EXISTING CONCRETE PAVEMENT
	EXCAVATE EXISTING LANDSCAPE
	OVERHEAD POWER LINE
	OVERHEAD TELCO LINE
	REMOVE EXISTING ROCKERY

Sheet	100 Riddell Road, SUNBURY	
3 OF 5		
Plan Detail SCALE 1:100	REVISION 01 A JONES 18/01/2023	DEMOLITION



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 M: 0411 475 995
 E: andrew@1quote.com.au

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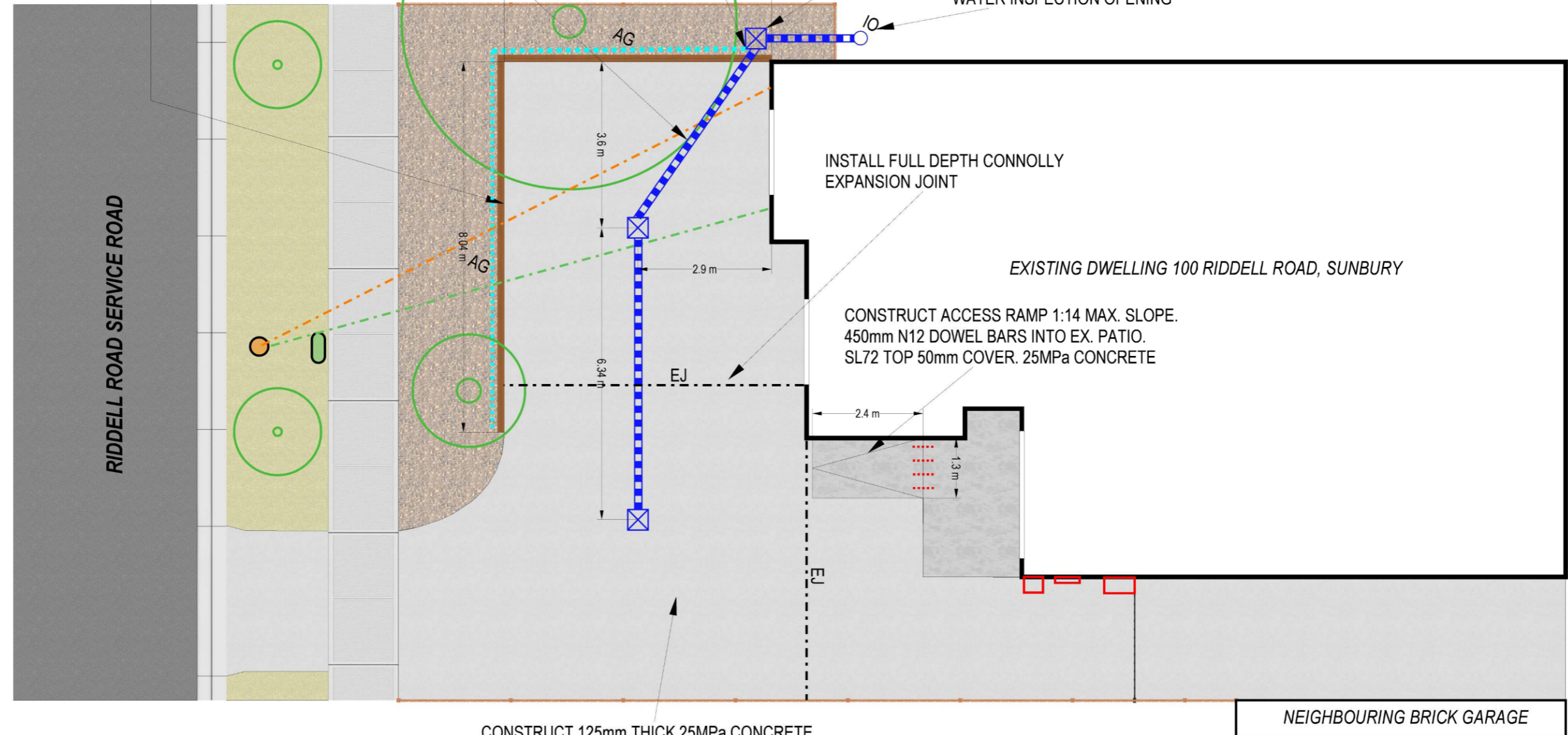
CONSTRUCT RETAINING WALL (200mm TO 600mm HIGH). 100x100mm UC AND 100x50mm PFC. SOLDIER DEPTH TO HEIGHT + 300mm AT 2m SPACING. TREATED PINE SLEEPERS THROUGHOUT

INSTALL 150mm PVC (SN8) STORMWATER DRAINAGE. 100mm BEDDING AND BACKFILL WITH 20mm CLASS 2 RCC

CONNECT AG DRAIN TO PIT

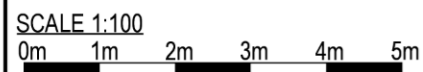
INSTALL 450 x 450mm PRE-CAST STORMWATER PIT

NEW DRAINAGE TO TAP INTO EX. STORM WATER INSPECTION OPENING



CONSTRUCT 125mm THICK 25MPa CONCRETE PAVEMENT (SL72 50mm COVER) ON 100mm LAYER CLASS 2 FCR (20mm). GRADE ALL PAVEMENT TO STORMWATER DRAINS.

STORMWATER DRAINAGE:
 - MINIMUM FALL TO BE 1:100.
 - MINIMUM COVER FROM OBVERT OF DRAIN TO UNDERSIDE OF CONCRETE PAVEMENT TO BE 300mm.
 - LIDS IN PAVEMENT TO BE CLASS D HEEL-GUARD GRATE & FRAME.
 - LIDS IN LANDSCAPE TO BE CLASS B FIBRE-GLASS/GATIC.



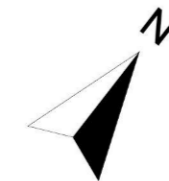
LEGEND	
	CONSTRUCT CONCRETE PAVEMENT
	REINSTATE MULCH AREA
	OVERHEAD POWER LINE
	OVERHEAD TELCO LINE
	150mm PVC SN8 STORM WATER DRAINAGE
	STORMWATER GRATED PIT
	CONSTRUCT TIMBER SLEEPER RETAINING WALL
	CONCRETE EXPANSION JOINT
	100mm SOCKED AG DRAIN

Sheet
4 OF 5
Plan Detail
SCALE 1:100

100 Riddell Road, SUNBURY

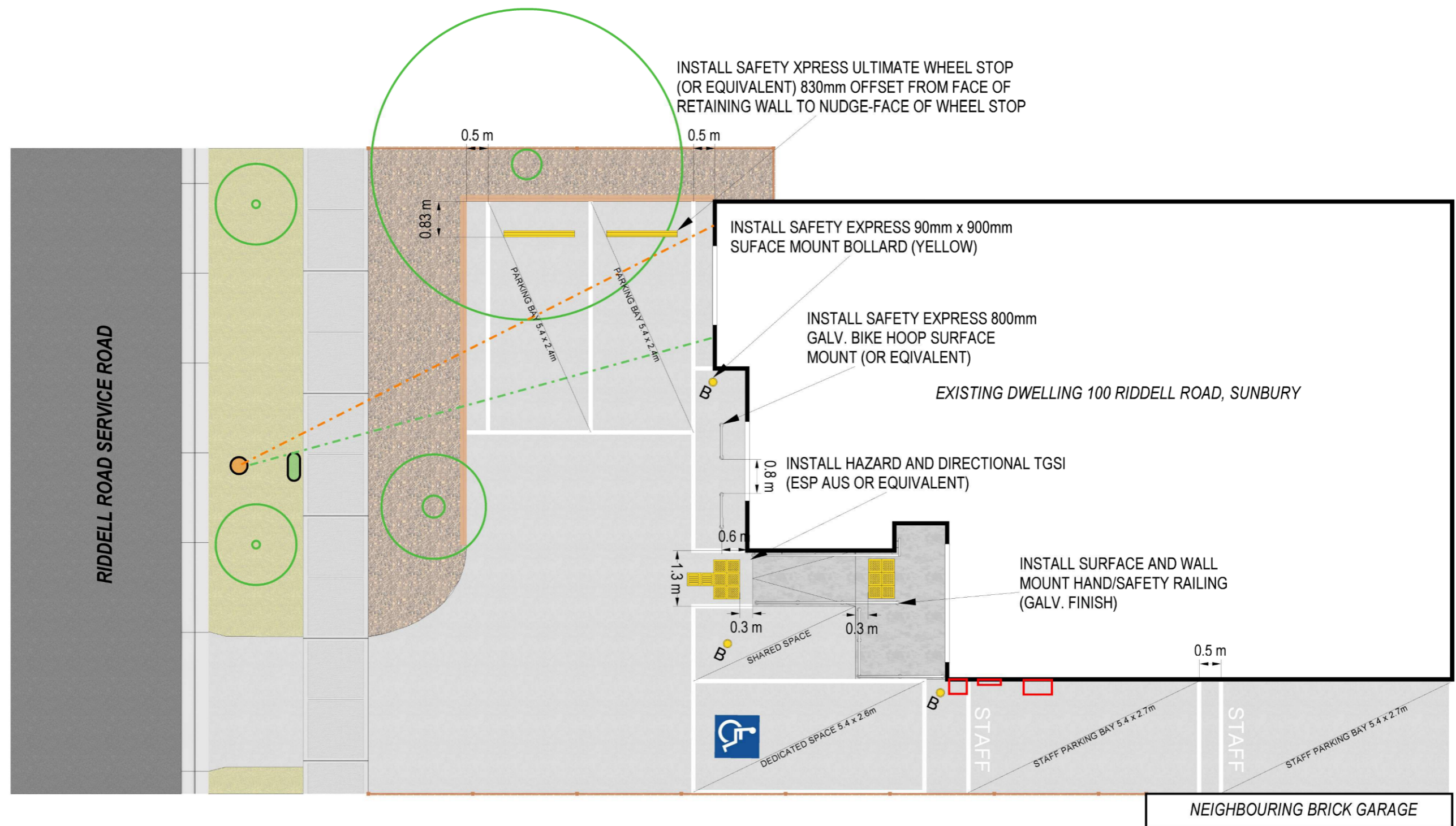
REVISION 01
A JONES
18/01/2023

PAVEMENT AND STORMWATER



ONE QUOTE

7 Fraserburgh Crescent, Greenvale VIC 3059
 M: 0411 475 995
 E: andrew@1quote.com.au

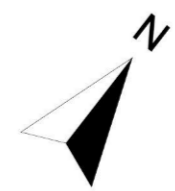


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SCALE 1:100
 0m 1m 2m 3m 4m 5m

- LEGEND**
- LLDPE WHEEL STOP
 - HAZARD AND DIRECTIONAL TGSi
 - SURFACE MOUNT TRAFFIC BOLLARD
 - 100mm A1 ROADMASTER LINEMARKING
 - SUFACE MOUNT BIKE HOOP

Sheet	100 Riddell Road, SUNBURY	
5 OF 5	[REDACTED]	
Plan Detail SCALE 1:100	REVISION 01 A JONES 18/01/2023	LINEMARKING AND FURNITURE



ONE QUOTE

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 E: andrew@1quote.com.au