



Earthworks – Planning Permit Exemption Declaration Form

Planning Enquiries
 Phone: (03) 5832 9730
 Web: greater-shepparton.com.au

Use this form to provide information to determine the need for a planning permit for earthworks, for works within the Farming Zone, Land Subject to Inundation Overlay, Floodway Overlay and Salinity Management Overlay.

Supplementary information requested in this form should be provided as an attachment. 📎

Privacy notice

! The Council is collecting the information on this form in accordance with its legislative powers and functions and it will only be disclosed in accordance with these powers and functions. You may access the information by contacting the Council. The Greater Shepparton City Council will collect, hold and disclose personal information in accordance with its privacy policy.

Applicant details

Provide details of the applicant.

The person you want council to communicate with about the application.

! Note if the applicant is not the owner of the land, it is the responsibility of the applicant to inform the owner of the application.

Name:	
Organisation:	
Postal Address:	
Postcode:	
Contact phone:	<input type="text"/>
Mobile phone:	<input type="text"/>
Email:	<input type="text"/>
Fax:	<input type="text"/>

Please Indicate your preferred contact method by numbering in order of preference

The Land

Address of the land

Street No:	Street Name:
Lot No:	On LP/PS No:
Suburb:	Postcode:

Earthworks or Works Exemptions

Do the earthworks change the discharge point of water across a property boundary?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Do the earthworks change the rate of flow of water across a property boundary?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Do the earthworks increase the discharge of saline groundwater ?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Do the earthworks adversely impede the free passage and temporary storage of floodwater (and so long as the written approval of the relevant floodplain management authority has been obtained)?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Do the works have any impact on Native Vegetation for example earthworks around the drip line of Vegetation and/or the removal of Native Vegetation (such as trees, dead trees or grasses)?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Do the works create or alter access to a road in a Road Zone Category 1?

Yes	<input type="text"/>	No	<input type="text"/>	Unsure	<input type="text"/>
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Planning Permit Required

Please Tick If you answered **Yes or Unsure to any** of the above questions **a Planning Permit is**

Reminder – A Planning Permit is required, you must contact the Planning and Development Branch for details of how to obtain a planning permit for the proposed Earthworks.

Planning Permit Not Required

Please Tick If you answered **No to All** of the above questions **a Planning Permit is not Required.**

Reminder – Have you Provided the following
Signed Earthworks – Planning permit Exemption Declaration Form
Relevant Referral Authorities Written Consent
Copy of the plan

Once the above information is received the Council will confirm in writing that a planning permit is not required.

Designer

This form must be signed

! Remember it is against the law to provide false or misleading information

I act on behalf of the land owner and I declare that the plans have been prepared in accordance with the technical guidelines and the above information is true and correct and that no planning permit is required.

Name:

Signature:

Date: / /

Land Owner Signature

This form must be signed

! Remember it is against the law to provide false or misleading information

I declare that the above information is true and correct and that no planning permit is required.

Name:

Signature:


Date: / /

Lodgement

Lodge the completed and signed form along with Relevant Referral Authorities Written Consent and a Copy of the proposed plan and the Planning and Development Branch will respond in writing within 28 days.

For help or more information

Mail: 
Greater Shepparton City Council
Locked Bag 1000
SHEPPARTON, 3632

In Person: 
If you wish to submit the application in person please call on the number below to arrange an appointment time to meet with a Planning Officer.
90 Welsford Street
SHEPPARTON

Telephone: ■ Planning Department (03) 5832 9730 and Fax: (03) 5831 1987
Email: council@shepparton.vic.gov.au
Website: www.greatershepparton.com.au

Earthwork Controls in the Shepparton Irrigation Region

Receive Pre-Application Enquiry

Inform Consultant or Client to Complete Permit
Exemption Form and Declaration

Complete Permit Exemption Form and Sign Declaration

Questions

1. Do the earthworks change the discharge point of water across a property boundary.?
2. Do the earthworks change the rate of flow of water across a property boundary.?
3. Do the earthworks increase the discharge of saline groundwater?
4. Do the earthworks adversely impede the free passage and temporary storage of floodwater (and so long as the written approval of the relevant floodplain management authority has been obtained)?
5. Do the works have any impact on Native Vegetation for example earthworks around the drip line of Vegetation and/or the removal of Native Vegetation (such as trees, dead trees or grasses)?
6. Do the works create or alter access to a road in a Road Zone Category 1?
 - If you answered yes to any of the above questions, then a Planning Permit is Required – **Go to Option 1**
 - If in doubt about any of the above question, then a Permit is Required - **Go to Option 1**
 - If you answered no to all of the above questions, no permit is required - **Go to Option 2**

Option 1 – Permit Required

- Submit a Completed Planning Application Form along with prescribed application fee, Current Copy of Title and Plans (SPEAR application are preferred).
- The Council will refer the Application to Referral Authorities.
- Council will decide on the application.

Option 2 – No Permit Required

- Provide the Council with a Signed Permit Exemption Form and Declaration.
- Provide the Council Copies of relevant Referral Authorities Consent.
- Provide the Council a Plan of the proposed Earthworks.
- The Council will confirm in writing that No Planning Permit is required.