# How your planning application is decided

## Development in Bayside series – Video #9

**[Host speaks]**

This video explains how a planning permit application is assessed, the ways a decision is made and what happens next. Planning officers are independent. It's their job to advise you and assess your application by the set rules in the local planning scheme.

**[Planning Officer speaks]**

As your planning officer, I will assess your permit application against state and local planning policies and requirements. I'll also review any submissions, objections or feedback from other Council departments or external authorities. I'll then prepare a report and a recommendation.

Most applications are decided by a senior planning coordinator under delegation from Council. However, more complicated or contentious applications go to the Council's planning committee for a decision. This is a formal meeting made up of all Councillors. The meeting is held in the Brighton Council chambers and is open to the public. You'll be notified in writing. The agenda is published on Council's website www.bayside.vic.gov.au the week before.

There are three decisions that the senior planning officer or planning committee can make on your planning permit application:

1. Issue a permit: If there are no objections and you are issued a planning permit, you have approval to proceed subject to any permit conditions and endorsement of final plans.
2. Issue a Notice of Decision to grant a permit: If objections have been received but Council considers your proposal acceptable, a legal notice will be issued to say that the Council supports the application subject to certain conditions being met. Those conditions are explained on the notice. A copy is sent to the applicant and any objectors. If no appeals are lodged within the stated time frame, a permit will then be issued.
3. Refusal: If your proposal is not acceptable, the reasons for the refusal are explained on a refusal notice. Again, a copy is sent to the applicant and any objectors.

Applicants or objectors that are unhappy with Council's decision can appeal at VCAT, the Victorian Civil and Administrative Tribunal. Appeal rights and lodgement time frames will always be outlined in letters.

[VCAT logo appears on screen with website address [www.vcat.vic.gov.au](http://www.vcat.vic.gov.au) and phone number 03 9628 9777]

VCAT can be time consuming and will incur additional costs, so it's best to try and resolve any issues early in the process. Once VCAT makes a final decision, it provides written reasons to everybody involved in the appeal and directs Council to implement its decision.

**[Host speaks]**

It's also important to note that even though your permit has been accepted, other permits may be required. For example, a building permit if you're undertaking construction, or an asset protection permit if construction vehicles will impact public assets like footpaths and nature strips.

As always, speak to us for further information. There's no silly questions, and asking early can save time and money. [Bayside City Council logo appears on screen]