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| Pre-application registration |

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| **Attendees:***(Please include job title and organisation. Maximum of four attendees)* | Name | Job title | Organisation |
| **Owner/permit applicant:** |  |
| **Point of contact:** |  |
| **Contact number:** |  |
| **Contact email:** |  |
| **Place or object name:** |  |
| **Address:** |  |
| **Victorian Heritage Register number:** |  |
| **Responsible Authority:***ie Council or Minister* |  |
| **Stage of development:***Pre-planning/planning/design* |  |
| **Description of proposal:** |  |
| **Impact of the proposed works on heritage values of the place/object:** |  |
| **Estimated development costs:** | $ |
| **Estimated construction commencement date:** |  |
| **Why are you seeking a pre-application meeting?** |  |
| **Are you requesting a meeting in person or via phone?** |  |

Does your proposal involve:

[ ]  Demolition

[ ]  Construction of a tall building

[ ]  Subdivision

[ ]  Tree removal

[ ]  Works within the Royal Exhibition Building and Carlton Gardens World Heritage Environs Area

[ ]  Master planning

Please send any relevant documents which detail the proposed works i.e. plans, reports, photos

### Please submit your completed form to heritage.permits@delwp.vic.gov.au with “Pre-application request” in the subject line.

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| **Office use only** |
| Date: |  |
| Time: |  |
| Venue: |  |
| Attendees: |  |
| P number: |  |