

APPLICATION BY A PERMIT APPLICANT TO TRANSFER AN OBJECTOR'S REVIEW TO THE MAJOR CASES LIST

VCAT reference number (Office use only):

P

WHAT YOU CAN APPLY FOR

If you are the permit applicant (respondent) in a case brought by an objector under section 82 or 82B of the *Planning and Environment Act 1987*, you can apply to have the review transferred into the Major Cases List.

The Major Cases List is a sub-list of the Planning List that has been established to expedite the resolution of cases. All cases in the Major Cases List are referred to a compulsory conference, unless VCAT decides otherwise.

A permit application is eligible for transfer to the Major Cases List regardless of the cost of the development or the type of use or development.

To find out the fees that apply in the Major Cases List, go to www.vcat.vic.gov.au/fees. A separate transfer fee applies.

NEED HELP WITH YOUR APPLICATION?

If you have any questions about completing this form, contact our Customer Service team:

- email admin@vcat.vic.gov.au
- call 1300 01 8228 (1300 01 VCAT) between 9 am and 4.30 pm Monday to Friday
- go to the Victorian Civil and Administrative Tribunal, Ground Floor, 55 King Street, Melbourne VIC 3000. We are open Monday to Friday from 8.30 am to 4.30 pm.

VCAT REFERENCE NUMBER

1. Enter the VCAT reference number of the case brought by the objector:

VCAT reference number

P

ESTIMATED COST OF THE DEVELOPMENT

2. What is the estimated cost of the development?

This is usually the cost specified in the permit application. It is used to calculate the fee for this application.

\$

WHO IS MAKING THIS APPLICATION?

3. Full name of the individual, body corporate, company or authority making this application:

4. Are you the person named as the permit applicant on the permit application form?

- Yes, skip to Question 6 No

5. Explain your interest in the land.

This will help VCAT decide whether to amend the name of the permit applicant. Attach relevant documents, such as a copy of the title.

6. Do you wish to be identified as a person of Aboriginal and/or Torres Strait Islander descent?

Yes No

7. What is your address?

This will be the address VCAT uses to correspond with you. It must be an address in Victoria. If you have a representative, we will send all our notices to your representative's address instead.

Street address

Suburb/Town State Postcode

Phone number

Email

IS SOMEONE REPRESENTING YOU?

If you nominate a representative, we will send all our correspondences to your representative's address instead of your address. It must be an address in Victoria.

8. Is someone representing you?

Yes No – skip to Question 10

9. Details of your representative:

Organisation name (if applicable)

Full name of representative

Street address

Suburb State Postcode

Phone number

Email

HEARING ARRANGEMENTS

You can request a practice day hearing or preliminary hearing before we schedule a final hearing. We will decide if it is appropriate to grant your request.

10. Do you want to request a practice day hearing or preliminary hearing?

Yes No – skip to Question 12

11. Explain why you want a practice day hearing or preliminary hearing. If you want VCAT to determine a specific question of law, state the precise question/s of law.

12. Tell us if there is anything else you want us to consider when we arrange a hearing.
For example, provide details of any related current VCAT cases or ask for the hearing to take place at a specific VCAT venue.

PRESENTING YOUR CASE

We will schedule your Major Cases List application for a compulsory conference. All parties must attend.

If parties do not settle the dispute at the compulsory conference, we will schedule a final hearing.

13. How much time will you need to present your entire case at a final hearing?
Estimate the time you need to present, including time needed by any expert witnesses you will call.

hours minutes

14. How many expert witnesses will you call?

15. List the areas of expertise for your expert witnesses:

HEARING ASSISTANCE

We offer a range of support services for people with disability, language difficulties and to help with accessibility. Let us know of your needs so we can make arrangements for the hearing.

16. Does anyone mentioned in this application need special assistance at the hearing?

Help accessing the venue (e.g. wheelchair access)

Interpreter required

Language:

Assisted communication (e.g. assistive listening device or hearing loop)

Attend the hearing by phone or video link

Other

Provide more detail about who needs the forms of assistance you have indicated and why.

ACKNOWLEDGEMENT

By completing this application, I understand and acknowledge that:

To the best of my knowledge, all information provided in this application is true and correct.

It is an offence under section 136 of the *Victorian Civil and Administrative Tribunal Act 1998* to knowingly give false or misleading information to VCAT.

Full name of person completing this form:

Date of acknowledgement (DD/MM/YYYY):

ABOUT VCAT FEES

VCAT fees are charged according to three levels:

- **corporate fees** for businesses and companies with a turnover of more than \$200,000 in the previous financial year, corporate entities and government agencies
- **standard fees** for individuals, not-for-profit organisations, and small businesses and companies with a turnover of less than \$200,000 in the previous financial year. Companies must provide a statutory declaration to support this claim
- **concession fees** for people who hold the Australian Government Health Care Card. You must provide a copy of your card with your application. We do not accept Pensioner Concession Cards or Department of Veteran Affairs health cards.



To find out if you need to pay an application fee and how much it costs, go to www.vcat.vic.gov.au/fees.

FEE RELIEF

We can reduce or not charge (waive) a VCAT fee in certain circumstances.

Some people are automatically entitled to a full fee waiver. You can also apply for fee relief if paying the fee would cause you financial hardship.

For more information about fee relief, go to www.vcat.vic.gov.au/feerelief.

Are you applying for fee relief?

- No, go to **Fee payment** section
- Yes, complete **Fee relief form** and attach it to this application form

FEE PAYMENT

Complete this section unless you are applying for fee relief, no fee is payable or you wish to pay using another method. For other payment options, see www.vcat.vic.gov.au/howtopay.

Choose the fee level: Standard Corporate Concession

Fee amount charged \$

Card details

Cards accepted: VISA MasterCard

Cardholder name:

Card number:

Card expiry (mm/yy): /

REMOVE THIS PAGE WHEN SENDING A COPY OF THIS APPLICATION TO OTHER PEOPLE

SUBMITTING THIS APPLICATION

If you have supplied your credit card details, send your completed form to us by post or give it to us in person.

If you have not provided your credit card details on this form, you can submit your application to us by email, post or in person.

To protect yourself, do not send credit card details over email.

By email

Email admin@vcat.vic.gov.au

By post

Send to:

The Registrar
Planning and Environment Division
Victorian Civil and Administrative Tribunal
GPO Box 5408 Melbourne VIC 3001

In person

Go to:

Victorian Civil and Administrative Tribunal
Ground Floor, 55 King Street, Melbourne VIC 3000
Office hours: 8.30am to 4.30pm Monday to Friday (except public holidays)

WHAT HAPPENS NEXT

After we receive your application, we will send you and all other parties an order setting out what happens next, including dates to come to VCAT. The order will tell you the venue, time and date you must go to VCAT.

The order will also have your VCAT reference number. The number starts with 'P' and ends with the year the application was lodged (eg. P1/2020). Quote the reference number in all correspondences and documents about your case.

Contact us if you do not hear from us within two weeks of submitting your application.

PRIVACY INFORMATION

For a copy of VCAT's privacy statement, go to www.vcat.vic.gov.au/privacy.