



Victoria Government Gazette

No. S 159 Monday 29 April 2019
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Planning and Environment Act 1987

Section 7(5)

MINISTERIAL DIRECTION

I, Hon. Richard Wynne MP, Minister for Planning, amend the Ministerial Direction on the Form and Content of Planning Schemes prepared under section 7(5) of the **Planning and Environment Act 1987**, as follows:

1. Replace paragraphs 1, 2, 6, 7, 8, 9 and 25 in the Direction as at **Attachment A**.
2. Replace Annexure 1 to the Direction with a new Annexure 1 as at **Attachment B**.
3. In Annexure 2 to the Direction, replace the template schedules to Clauses 43.01, 44.06, 45.09, 51.02 and 74.01 with the new template schedules to those clauses as at **Attachment C**.
4. In Annexure 3 to the Direction, replace the template titled '*Municipal Planning Strategy*' or '*Planning Strategy*' with a new template as at **Attachment D**.
5. In Annexure 3 to the Direction, replace the template titled '*Form of a local planning policy in the Planning Policy Framework*' with a new template as at **Attachment E**.

HON. RICHARD WYNNE MP
Minister for Planning

SPECIAL

Attachment A*Planning and Environment Act 1987*
Section 7(5)**MINISTERIAL DIRECTION****THE FORM AND CONTENT OF PLANNING SCHEMES**

I, Richard Wynne, Minister for Planning, under section 7(5) of the *Planning and Environment Act 1987* revoke all previous directions under this section and direct as follows:

1. This Direction applies to the form and content of all planning schemes prepared under Part 3 of the *Planning and Environment (Planning Schemes) Act 1996* and any amendment to those planning schemes.
2. A planning scheme or planning scheme amendment must be prepared and presented in accordance with the applicable style guide set out in Annexure 1 and written in plain English.
3. A planning scheme must include the following parts of the Victoria Planning Provisions in the same order:
 - Clauses 00 and 01
 - Clauses 10 to 19 (inclusive) in accordance with Annexure 4
 - Clauses 20 and 23 (if a planning scheme includes a Local Planning Policy Framework)
 - Clauses 30 and 31 (if a planning scheme includes a zone clause)
 - Clause 32 (if a planning scheme includes a residential zone clause)
 - Clause 33 (if a planning scheme includes an industrial zone clause)
 - Clause 34 (if a planning scheme includes a commercial zone clause)
 - Clause 35 (if a planning scheme includes a rural zone clause)
 - Clause 36 (if a planning scheme includes a public land zone clause)
 - Clause 37 (if a planning scheme includes a special purpose zone clause)
 - Clauses 40 and 41 (if a planning scheme includes an overlay clause)
 - Clause 42 (if a planning scheme includes an environmental landscape overlay clause)
 - Clause 43 (if a planning scheme includes a heritage or built form overlay clause)
 - Clause 44 (if a planning scheme includes a land management overlay clause)
 - Clause 45 (if a planning scheme includes any other overlay clause)
 - Clauses 50 and 51, except for Clauses 51.02 to 51.05 (inclusive)
 - Clause 51.02 (if a metropolitan fringe planning scheme as identified in Part 3AA of the *Planning and Environment Act 1987*)
 - Clause 51.03 (if a planning scheme covers an area subject to an *approved regional strategy plan* as defined by section 46A of the *Planning and Environment Act 1987*)
 - Clause 51.04 (if a planning scheme covers an area in the *Melbourne Airport Environs Area* as defined by section 46R of the *Planning and Environment Act 1987*)
 - Clause 51.05 (if the planning scheme covers an area in the Port of Melbourne Area as defined by section 3 of the *Planning and Environment Act 1987* or municipal district of the City of Hobsons Bay)
 - Clauses 52 to 59 (inclusive)
 - Clauses 60 to 67 (inclusive)
 - Clauses 70 to 73 (inclusive)
 - Clause 74 (if a planning scheme includes a Municipal Planning Strategy).
4. A planning scheme must not include the list of amendments to the Victoria Planning Provisions.
4. A planning scheme must not include any zone or overlay clause other than a zone or overlay clause selected from the Victoria Planning Provisions.
5. If a provision from the Victoria Planning Provisions is required to be included or selected for inclusion in a planning scheme, the entire provision or clause (including all sub-clauses) must be

included in the planning scheme in the same form (without modification) following the same sequence and using the same clause numbers as in the Victoria Planning Provisions.

6. Provisions are to be structured in the following hierarchy:

Victoria Planning Provisions and local provisions (other than a schedule)	Number format	Example
Clause	XX	32
Sub-clause	XX.XX	32.08
Section	XX.XX-X	32.08-1
Sub-section	XX.XX-X.X	32.08-1.1
Sub-sub section	XX.XX-X.X-X	32.08-1.1-1

Schedules	Number format	Example
Schedule heading	X	Schedule 1
Schedule section	X.0	1.0
Schedule sub-section	X.X	1.1
Schedule sub-sub section	X.X-X	1.1-1

Annexure 1 provides sample layouts

7. Where a clause, sub-clause or section contains no information the words “[no content]” must be included in that clause, sub-clause or section.
8. Provisions are to be structured with no more than three levels of bullets or numbering.
9. A provision in the Victoria Planning Provisions or local provision must include:
- The date each clause, sub-clause, section, schedule section or schedule sub-section came into operation or was last amended and the corresponding amendment number below the clause, sub-clause, section, schedule section or schedule sub-section number;
 - The date each schedule came into operation or was last amended and the corresponding amendment number to the left of the schedule heading.
10. A local provision in a planning scheme (other than the title page of a planning scheme and a local planning policy in the Planning Policy Framework) must include the name of the planning scheme in a header, a page number in a footer and the relevant format and content as specified in Annexures 2 and 3.
11. If a planning scheme includes a provision with a schedule (except for Clauses 51.04 and 51.05), the:
- a) Schedule must be included in the planning scheme
 - b) Schedule must be included as a local provision immediately following the clause or provision to which it relates
 - c) Schedule must be in the format set out in Annexure 2, must include any details or information indicated in the clause or provision as being mandatory with no other sections or headings other than specified
 - d) Words “None specified” must be included if no specific information is included with a full stop included if in a sentence within a paragraph or with no full stop if only a phrase in a table
 - e) Words in blue colour in the schedules in this Direction either prompt a response or give guidance to the completion of the schedule and must be deleted upon completion of the schedule
 - f) Words in red colour in the schedules in this Direction require information to replace the words in red and must be included.
12. Numeric terminology is to be represented as the complete word in a sentence / dot point or can be abbreviated in a table as follows:

Sentence / dot point format	Table format
square metres	sqm
metre or metres	m
hectare or hectares	ha

13. Unless specified otherwise any requirement to describe land may use a map or maps to describe areas of land. The maps must be described as 'Map *number* to the Schedule to Clause *number*'. Map codes must only contain the schedule number and not additional alphabetical, numerical or other characters.
14. Any image in a planning scheme ordinance including a map must meet all of the following requirements:
- The image cropped and sized to fit the available space on the page with a maximum file size of 3000 kilobytes and 300 pixels per inch (ppi)
 - Be the only image on a horizontal line (i.e. no images side by side or use of multiple images or layered images to make one single image)
 - Have a title, reference number and border
 - The image title written as text outside of the image
 - Include a legend and source, where applicable
 - Include a north arrow and scale, where applicable.
15. A planning scheme must only include a schedule for a provision if provided for in the Victoria Planning Provisions as shown in the following table:

VPP Clause or Sub-Clause	Number of Schedules	VPP Clause or Sub-Clause	Number of Schedules	VPP Clause or Sub-Clause	Number of Schedules
32.03	1 or more	42.01	1 or more	51.03	1
32.04	1 or more	42.02	1 or more	51.04	1
32.05	1 or more	42.03	1 or more	51.05	1
32.07	1 or more	43.01	1	52.02	1
32.08	1 or more	43.02	1 or more	52.05	1
32.09	1 or more	43.03	1 or more	52.12	1
33.01	1	43.04	1 or more	52.16	1
33.02	1	43.05	1 or more	52.17	1
33.03	1	44.01	1 or more	52.27	1
34.01	1	44.02	1 or more	52.28	1
34.03	1 or more	44.03	1 or more	52.32	1
35.03	1 or more	44.04	1 or more	52.33	1
35.04	1 or more	44.05	1 or more	53.01	1
35.05	1 or more	44.06	1 or more	53.06	1
35.06	1 or more	44.07	1 or more	53.15	1
35.07	1 or more	45.01	1	59.15	1
35.08	1 or more	45.02s1	1	59.16	1 or more
36.01	1	45.02s2	1	66.04	1
36.02	1	45.05	1	66.06	1
36.03	1	45.06	1 or more	72.01	1
37.01	1 or more	45.08s1	1	72.02	1
37.02	1 or more	45.08s2	1	72.03	1
37.03	1	45.09	1 or more	72.04	1
37.04	1 or more	45.10	1 or more	72.05	1
37.05	1 or more	45.11	1 or more	72.08	1
37.06	1 or more	45.12	1	74.01	1
37.07	1 or more	51.01	1	74.02	1
37.08	1 or more	51.02	1		

16. Any schedule which contains a Table of uses (such as a Special Purpose Zone) must:
- Not contain any provision which is inconsistent with State planning policy as expressed in the Planning Policy Framework
 - Be consistent in format with the Table of uses for a zone in the Victoria Planning Provisions
 - Must use general terms, land use terms and nesting of land use terms consistent with the Victoria Planning Provisions

- d) Include “Any use listed in Clause 62.01” in Section 1 with the condition “Must meet the requirements of Clause 62.01”.
17. If a planning scheme includes a Municipal Strategic Statement, a Strategic Statement, a Municipal Planning Strategy or a Planning Strategy, the planning scheme must include the relevant clause and format specified in Annexure 3.
 18. If a planning scheme includes a local planning policy in Clause 22 or in Clauses 11 to 19, the clause must be in the relevant format specified in Annexure 3.
 19. A planning scheme may only include land in a Public Use Zone, Public Park and Recreation Zone or Public Conservation and Resource Zone if the land is Crown land, or is owned by, vested in or controlled by a Minister, government department, public authority or municipal council.
 20. If a planning scheme includes land in the City Link Project Overlay, the planning scheme must incorporate the document titled *Melbourne City Link Project - Advertising Sign Locations November 2003*, by including it in the Schedule to Clause 72.04.
 21. If a planning scheme includes land in the Airport Environs Overlay or Melbourne Airport Environs Overlay, the planning scheme must include the relevant schedules set out in Annexure 2 and must incorporate the document titled *Australian Standard AS 2021-2015, Acoustics - Aircraft Noise Intrusion - Building Siting and Construction*, issued by Standards Australia International Ltd by including it in the Schedule to Clause 72.04.
 22. A road which is declared as a freeway or an arterial road under the *Road Management Act 2004* must be shown as a Road Zone - Category 1 on the planning scheme maps.
 23. If a metropolitan Melbourne planning scheme includes a Commercial 1 Zone, the words “None specified” must be inserted into the schedule to the zone. If a rural planning scheme includes a Commercial 1 Zone, either the words “None specified” or details of land and a corresponding maximum leasable floor area for Office and/or Shop must be inserted into the schedule to the zone.
 24. A planning scheme (or planning scheme amendment) must not include or introduce a new schedule to Clause 51.01 that was not in the planning scheme before the commencement of Amendment VC148, or identify different land or a new incorporated document to that which was identified in an existing schedule to Clause 51.01 before the commencement of Amendment VC148.
 25. Paragraph 25 does not apply to:
 - a) any new schedule to Clause 51.01 (or an amendment to an existing schedule to Clause 51.01) introduced by an amendment prepared or authorised by the Minister under section 8(1)(b) or section 8A(4) of the Planning and Environment Act 1987 before or within three months after the commencement of Amendment VC148.; or
 - b) an amendment that deletes the identification of land in an existing schedule to Clause 51.01.
 26. A planning scheme or planning scheme amendment must not include or introduce a new schedule to the Priority Development Zone (Clause 37.06) that was not in the planning scheme before the commencement of VC148. This paragraph does not prevent the amendment of any schedules to Clause 37.06 forming part of a scheme before the commencement of VC148.

HON RICHARD WYNNE MP

Minister for Planning

Date: 9 April 2017

Commencement Details	
Originally Gazetted	24 May 2017
Amendment Gazetted	19 September 2017
Amendment Gazetted	21 November 2017
Amendment Gazetted	12 December 2017
Amendment Gazetted	15 May 2018
Amendment Gazetted	30 July 2018
Amendment Gazetted	4 October 2018
Amendment Gazetted	29 April 2019

Attachment B

ANNEXURE 1

Style Guide A (ATS)

Style Guide A (ATS) applies to a planning scheme or planning scheme amendment that is prepared in the Amendment Tracking System (ATS).

The sample layout overleaf shows how styles available in ATS are applied in *Victoria Planning Provisions*. Planning schemes must use the same styles.

Style Guide A (ATS)

Sample layout of provision for the Victoria Planning Provisions and planning schemes

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Style Guide A (ATS)

Sample layout of provision for the Victoria Planning Provisions and planning schemes

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Style Guide B

Style Guide A applies to a planning scheme or planning scheme amendment that is not prepared in the Amendment Tracking System (ATS).

The table below and sample layout overleaf show how styles are applied in *Victoria Planning Provisions*. Planning schemes must use the same styles.

Style Name	Format - Font		Format - Paragraph/Bullets & numbering		Indentation		Spacing		Format	
	Font	Size	Format	Alignment	left/bullet position	Hanging (H)/First line (F)	Before	After	Effects	
Head A	Arial	11	Bold All Caps	Left	0cm	2cm (H)	12pt	12pt		
Head B	Arial	10	Bold All Caps	Left	0cm	2cm (H)	12pt	12pt		
Head C	Arial	10	Bold & Sentence Case	Left	0cm	2cm (H)	12pt	12pt		
Head D	Arial	10	Bold & Sentence Case	Left	2cm	None	12pt	12pt		
Head E	Arial	10	Bold & Sentence Case	Left	2cm	None	6pt	6pt		
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Cross reference	Times New Roman	10	Regular & Underline	Left	2cm	None	3pt	4pt	Blue text	
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Footer	Times New Roman	9	Small Caps	Left	0cm	None	Opt	Opt		
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Body text numbered	Times New Roman	10	Regular	Left	2cm	1.5cm (H)	3pt	4pt		
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Table head	Arial	10	Bold	Left	2cm	None	10pt	3pt		
Table label	Arial	9	Bold & White text	Left	0.2cm	None	6pt	4pt	Shading: Solid	
Table label 2	Arial	7.5	Bold & White text	Left	0cm	None	6pt	4pt	Shading: Solid	
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Table text 2	Arial	7.5	Regular	Left	0cm	None	3pt	3pt		
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Style Guide B

Sample layout of printed provision for the Victoria Planning Provisions and planning schemes

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STATE PLANNING POLICY FRAMEWORK - CLAUSE 10 PAGE 1 of 1

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Style Guide B

Sample layout of printed provision for the Victoria Planning Provisions and planning schemes

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GUMNUT PLANNING SCHEME

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Body text: Cium istio. Mod qui dollab ipitate ea commiendae nos aut et voluptis atiat.

Footer
MUNICIPAL STRATEGIC STATEMENT – CLAUSE 21.04 PAGE 1 OF 1

Dimensions: 2.54cm (top margin), 2.54cm (bottom margin), 3cm (left margin), 3cm (right margin), 1.27cm (bottom margin).

Style Guide B

Sample layout of printed provision for the Victoria Planning Provisions and planning schemes

Header
GUMNUT PLANNING SCHEME

Body text box 17/01/2017 C1 **SCHEDULE 1 TO THE VENDAE POROPED ZONE** Head A

Body text Urem voluptaque resti dolest, volor ad **UVP1** Map code

Head B: **NECTECUS DIS ARUM QUODIS INCIA SINVERE NON**

Body text Quae nos si consequos andi omni ideressi imet lautet labor alitia sed magnam fuga. Ut delest et por magni ditia earunquas velibus eiur autem sequide llore.

1.0 **Sedipsa que consecsteste** Head C

Body text box 17/01/2017 C1

Body text Periaer untiatis sinis dolorib usciiss imendus autatem aut pro magnaesciam at occabori con nis etur, qui ut arcimpo ruptatibusci ipsum essinulparum ipsus dolorpo reritem ratiae.

Body text • Imporru ptaque quam et optatetist verum qui cum, opta cusdae.

Body text • Ulles dio cum remposseidit, tempore quas elest, iderrovit lit, ex eaquibu stenditae et offic tecatur? Quis sit repersp erupta dolum quo optas que molori

Body text + Italic *Imet ulliam a veria sum volupta possin custrup tatiust iorporendant odit et respiccate recus, te nistis autemossin reperrum excerume landis sequibea nullupt ioreprovitia nos quodips apiendi bearum at quo tem entis eos idempost autae. Itatume ntaepra derovit iametur?*

Body text Tuscim sdaeptur, corerio repuda enia vendendae corectem. Ut vendae poreped itinctoro, sit, inis est, si omnihil laborro ommodionsed quae sustotatesci suntia sam eosa dolorenit vit, omnienisse dollorr uptatia velique sint.

2.0 **Imendus autatem aut pro** Head C

Body text box 17/01/2017 C1

Table head **Nem solorion connim doloriatem**

Table label Est	Table label Laborro
Table text bold Equate mporepraeste ex es audici dendandae volorum aut rem	Table text Quatus modi atur sum quam il iilitatem re ra id et fugitat.
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Table text note <i>Et re doluptati il maio magnimin nonsequi velissincta a nim aut pelest, si dollit, cus.</i>	

Note text **Note:** *Ommiendi doloren turepud anditem nos aut volore voluptatquis de in cus, sit voluptae pores qui comminatos debet, officiat qui sequi ratiore nus nihil.*

Footer

ZONES – CLAUSE XX.XX – SCHEDULE [NUMBER] PAGE 1 OF 1

Dimensions: 2.54cm (top margin), 3cm (bottom margin), 1.27cm (right margin).

Style Guide B

Sample layout of printed provision for the Victoria Planning Provisions and planning schemes

The diagram illustrates the layout of a printed provision for the Victoria Planning Provisions and planning schemes. It shows the following elements and their dimensions:

- Header:** A box labeled "Header" containing "GUMNUT PLANNING SCHEME".
- Body text box:** A box labeled "Body text box" containing "17/07/2017 C1".
- Section Header:** A box labeled "Head A" containing "SCHEDULE 1 TO THE VERUM INVENDANT OVERLAY".
- Body text:** A box labeled "Body text" containing "Urem voluptaque resti dolest, volor ad VIO1".
- Map code:** A box labeled "Map code" containing "VIO1".
- Section Header:** A box labeled "Head B" containing "ARUM QUODIS INCIA NON".
- Section Header:** A box labeled "Head C" containing "Evendae qui alit".
- Body text box:** A box labeled "Body text box" containing "1.0 17/07/2017 VC37".
- Body text:** A box labeled "Body text" containing "Quae nos si consequos andi omni ideressi imet lautet labor alitia sed magnam fuga. Ut delest et por magni ditia earumquas velibus eiur autem sequide illore.
- Body text:** A box labeled "Body text" containing "Periaer untiatis sinis dolorib usciiss imendus autatem aut pro magnaesciam at occabori con nis etur, qui ut arcimpo ruptatibuscipi ipsum essimulparum ipsus dolorpo reritem ratiae.
- Body text:** A box labeled "Body text" containing "Tuscimu sdaeptur, corerio repuda enia vendendae corectem.
- Section Header:** A box labeled "Head C" containing "Sedipsa que conseceteste".
- Body text box:** A box labeled "Body text box" containing "2.0 17/07/2017 VC37".
- Body text:** A box labeled "Body text" containing "Periaer untiatis sinis dolorib usciiss imendus autatem aut pro magnaesciam at occabori con nis etur, qui ut arcimpo ruptatibuscipi ipsum essimulparum ipsus dolorpo reritem ratiae.
- Body text:** A box labeled "Body text" containing "Importu ptaque quam et optatectist verum qui cum, opta cusdae.
- Body text:** A box labeled "Body text" containing "Ad et qui adipsap iendae consequam ne invendant plibus ipicipicia nimus.
- Body text:** A box labeled "Body text" containing "Ulles dio cum rempossedit, tempore quas elest, iderrovit lit, ex eaquibu stenditae et offic tecatur? Quis sit repersp erupta dolum quo optas que molori.
- Body text:** A box labeled "Body text" containing "Volorro dolumquo que odis estis ex et evendae qui alit lam aute.
- Body text:** A box labeled "Body text" containing "Imet ulliam a veria sum volupta possin custrup tatiust iorpendant odit et rerspicate recus, te nistis autemossin reperrum excerume landis sequibea nullupt ioreprovitia nos quodips apiendi bearum at quo tem entis eos idempost autae. Itatume ntaepra derovit iametur?
- Section Header:** A box labeled "Head C" containing "Nem solorion connim doloriatem".
- Body text box:** A box labeled "Body text box" containing "3.0 17/07/2017 VC37".
- Body text:** A box labeled "Body text" containing "Ibus quide cusaperum nusant:
- Body text:** A box labeled "Body text" containing "Genisit est, sunt dolecto idit omniscimi, vidigentur.
- Body text:** A box labeled "Body text" containing "Moditam que vid que lam hicilique voluptate labo. Et eratur sed que consecur, voluptur, im vent, optat.
- Body text:** A box labeled "Body text" containing "Atur ugiat ipsam sectempore serum vent aut vendest, omnimimag nihictur, ipsam expe porercidunt, non pe nulloru ptatium et poreped itorum as ab in cum illate.
- Footer:** A box labeled "Footer" containing "OVERLAYS – CLAUSE XX.XX – SCHEDULE [NUMBER]".
- Page Number:** A box labeled "Page 1 of 1".

Dimensions and Margins:

- Top margin: 2.54cm
- Bottom margin: 2.54cm
- Left margin: 3cm
- Right margin: 3cm
- Page height: 1.27cm

ATTACHMENT C

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

SCHEDULE TO CLAUSE 43.01 HERITAGE OVERLAY

29/04/2019

1.0 Application requirements

30/07/2018

Where no requirements are specified insert "None specified."

or

Where application requirements are specified insert "The following application requirements apply to an application under Clause 43.01, in addition to those specified elsewhere in the planning scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- ..."

2.0 Heritage places

29/04/2019

The requirements of this overlay apply to both the heritage place and its associated land.

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HOI#] Interim control Expiry date: dd/mm/yyyy	Insert [Address/Place] If an incorporated plan is specified for the purpose of Clause 43.01-3, insert: "Incorporated plan: [insert name of incorporated plan]" and list the incorporated plan in the schedule to Clause 72.04. If a statement of significance is specified in	Yes/No/ -	Yes/No/ -	Yes/No/ -	Yes/No/ -	Yes/No	Yes/No/ -	Yes/No/ -

ATTACHMENT C

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<p>accordance with Clause 43.01-5*, insert: *Statement of significance: [insert name of statement of significance]" and list the statement of significance in the schedule to Clause 72.04. *A statement of significance may be specified even if not required under Clause 43.01-5.</p> <p>If heritage design guidelines are specified in accordance with Clause 43.01-6, insert: *Heritage design guidelines: [insert name of design guidelines]" and list the heritage design guidelines in the schedule to Clause 72.04.</p>							

Notes: [Insert Interim control Expiry Date: dd/mm/yyyy if interim controls apply](#)

See 43.01 for relevant provisions and scope.

Where the heritage place is included on the Victorian Heritage Register under the Heritage Act 2017 other controls in the table are not applicable. Insert a "-" Dash instead of "No".

ATTACHMENT C

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

29/04/2019 **SCHEDULE [NUMBER] TO CLAUSE 44.06 BUSHFIRE MANAGEMENT OVERLAY**Shown on the planning scheme map as **BMO[number]**.**NAME OF SCHEDULE****1.0 Statement of the bushfire management objectives to be achieved**

30/07/2018

Clause 44.06 requires a schedule to contain a statement of the bushfire management objectives to be achieved for the area affected by the schedule.
See 44.06-1 for relevant provisions.

2.0 Application

29/04/2019

Clause 44.06 requires a schedule to contain a statement of when the requirements within it apply.
See 44.06-1 for relevant provisions.

3.0 Permit requirement

29/04/2019

Where no requirements are specified, insert “None specified.”
or

Where permit requirements are specified insert “A permit is not required to [insert specific permit requirement/s such as subdivision, construction of a building or construction or carrying out works for: roadworks/ buildings and works associated with a .../ a domestic swimming pool or spa and associated mechanical and safety equipment/ or any other matter]”.

See 44.06-2 for relevant provisions.

4.0 Application requirements

29/04/2019

Where no application requirements are specified insert “None specified.”

Where application requirements are specified insert “The following application requirements apply to an application for a permit under Clause 44.06:

- [insert application requirements].”

5.0 Requirements to be met

29/04/2019

Where no requirements are specified, insert “None specified.”

or

Specify requirements to be met for the purpose of Clause 44.06-4.

6.0 Substitute approved measures for Clause 53.02

29/04/2019

If a substitute approved measure is specified, insert the following table.

If no substitute approved measure is specified, insert “None specified.”

Approved Measure	Substitute approved measure
AM2.1	Insert substitute approved measure or “None specified.”

ATTACHMENT C

Approved Measure	Substitute approved measure
AM2.2	Insert substitute approved measure or "None specified."
AM2.3	Insert substitute approved measure or "None specified."
AM3.1	Insert substitute approved measure or "None specified."
AM3.2	Insert substitute approved measure or "None specified."
AM4.1	Insert substitute approved measure or "None specified."
AM4.2	Insert substitute approved measure or "None specified."
AM5.1	Insert substitute approved measure or "None specified."
AM5.2	Insert substitute approved measure or "None specified."
AM5.3	Insert substitute approved measure or "None specified."
AM5.4	Insert substitute approved measure or "None specified."

7.0 Additional alternative measures for Clause 53.02

29/04/2019

If an additional alternative measure is specified, insert all of the following table.

If no additional alternative measure is specified insert "None specified."

Clause	Additional alternative measures
Insert the clause number to which the additional alternative measure applies (for example, Clause 53.02-4.2)	Insert one additional alternative measure per line

8.0 Mandatory Condition

29/04/2019

Where no requirements are specified, insert "None specified."

or

The clause provides for the schedule to specify that a Section 173 Agreement is not required for subdivision.

Where conditions for a permit to construct a building or construct or carry out works are specified, insert specific conditions for permits.

- [insert conditions for permits].

See 44.06-5 for relevant provisions.

9.0 Referral of application not required

29/04/2019

Where no requirements are specified, insert "None specified."

or

Where referral of an application is not required insert the following words: "An application under this overlay is not required to be referred to the [insert referral authority] under Section 55 of the Act.

See 44.06-6 for relevant provisions.

ATTACHMENT C

10.0 Notice and review

30/07/2018

Where no requirements are specified, insert “None specified.”

or

Where an exemption from notice and review is specified insert the precise wording of the exemption from notice and review such as: “An application under this overlay is not exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.”

Note: Exemption from notice and review applies to all applications generally in accordance with the overlay applying to the land unless specified otherwise by the schedule to the zone.

A schedule to this overlay may specify that notice may be given to any person or body in accordance with Section 52(1)(c) of the Act.

See 44.06-7 for relevant provisions.

11.0 Decision guidelines

30/07/2018

Where no requirements are specified, insert “None specified.”

or

Where decision guidelines are specified, insert “The following decision guidelines apply to an application for a permit under Clause 44.06, in addition to those specified in Clause 44.06 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- [insert decision guidelines].”

See 44.06-8 for relevant provisions.

ATTACHMENT C

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

29/04/2019 **SCHEDULE [NUMBER] TO CLAUSE 45.09 PARKING OVERLAY**Shown on the planning scheme map as **PO[number]**.**NAME OF SCHEDULE****1.0 Parking objectives to be achieved**

30/07/2018 A schedule to this overlay must specify the parking objectives to be achieved.
 Insert a maximum of 5 objectives
 See 45.09-2 for relevant provisions.

2.0 Permit requirement

30/07/2018 Clause 45.09-3 specifies permit exemptions and requirements.
 See 45.09-3 for relevant provisions.

3.0 Number of car parking spaces required

30/07/2018 If a use is specified in the Table below, the number of car parking spaces required for the use is calculated by multiplying the *Rate* specified for the use by the accompanying *Measure*.

Table: Car parking spaces

Use	Rate	Measure
Land use or "None specified"	Insert rate	Insert measure

For all other uses listed in Table 1 of Clause 52.06-5, the *Rate* in Column B of Table 1 in Clause 52.06-5 applies.

See 45.09-4 for relevant provisions.

4.0 Application requirements and decision guidelines for permit applications

30/07/2018 Where no requirements are specified insert "None specified."
 or

Where application requirements are specified insert "The following application requirements apply to an application for a permit under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority

- [insert application requirements]."

Where decisions guidelines are specified insert "The following decision guidelines apply to an application for a permit under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- [insert decision guidelines]."

See 45.09-5 for relevant provisions.

ATTACHMENT C**5.0 Financial contribution requirement**

30/07/2018 Where no requirements are specified, insert “None specified.”

or

Where a financial contribution requirement is specified insert: “A financial contribution requirements applies to [insert: the area to which the provision allowing the collection of financial contribution applies / the amount of the contribution that may be collected in lieu of each car parking space that is not provided, including any indexation amount / when any contribution must be paid / the purposes for which the responsible authority must use the funds collected under the schedule].

See 45.09-6 for relevant provisions.

6.0 Requirements for a car parking plan

30/07/2018 Where no requirements are specified, insert “None specified.”

or

Where additional matters for a car parking plan are specified insert: [what additional matters must be shown on plans prepared under Clause 52.06-7].

See 45.09-7 for relevant provisions.

7.0 Design standards for car parking

30/07/2018 Where no requirements are specified, insert “None specified.”

or

Where design standards for car parking are specified insert: [design standards for car parking and other requirements for the design and management of car parking].

See 45.09-8 for relevant provisions.

8.0 Decision guidelines for car parking plans

30/07/2018 Where no requirements are specified, insert “None specified.”

or

Where decisions guidelines for car parking plans are specified insert “The following decision guidelines apply car parking plans under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- [insert decision guidelines for car parking plans].”

See 45.09-9 for relevant provisions.

9.0 Background document

29/04/2019 [Insert the report or plan that forms the basis of the parking overlay].

ATTACHMENT C

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

29/04/2019 **SCHEDULE TO CLAUSE 51.02 METROPOLITAN GREEN WEDGE
LAND: CORE PLANNING PROVISIONS**

1.0 Land where core planning provisions do not apply

29/04/2019

Land

Insert "None specified"

or

details of land subject to the requirement, ensuring that land is clearly identifiable

ATTACHMENT C

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

29/04/2019 **SCHEDULE TO CLAUSE 74.01 APPLICATION OF ZONES, OVERLAYS AND PROVISIONS**

1.0 Application of zones, overlays and provisions

29/04/2019 This planning scheme applies the following zones, overlays and provisions to implement the Municipal Planning Strategy and the objectives and strategies in Clauses 11 to 19:

- [insert text]

ATTACHMENT D

[INSERT PLANNING SCHEME NAME] PLANNING SCHEME

2.0 Insert "MUNICIPAL PLANNING STRATEGY" or "PLANNING STRATEGY"

29/04/2019

The maximum word limit of all sections of the Municipal Planning Strategy (or Planning Strategy) is 5000 words not including maps.

ATTACHMENT D

02.01 CONTEXT

29/04/2019

[Insert Context. This may include a context plan and if so, include the heading 'Context Plan' and insert plan. Ensure that statements are broken into relevant subject areas by sections.]

02.01-1 [insert heading]

29/04/2019

02.01-2 [insert heading]

29/04/2019

02.01-3 [insert heading]

29/04/2019

ATTACHMENT D

02.02 VISION

29/04/2019

[Insert Vision. Ensure that statements are broken into relevant subject areas by sections.]

02.02-1 [insert heading]

29/04/2019

02.02-2 [insert heading]

29/04/2019

02.02-3 [insert heading]

29/04/2019

ATTACHMENT D

02.03 STRATEGIC DIRECTIONS

29/04/2019 [Insert Strategic directions. Ensure that statements are broken into relevant subject areas by sections.]

02.03-1 [insert heading]

29/04/2019

02.03-2 [insert heading]

29/04/2019

02.03-3 [insert heading]

29/04/2019

ATTACHMENT D

02.04 Strategic framework plan[s]

30/07/2018

[Insert framework plan/s]

ATTACHMENT E**Form of a local planning policy in the Planning Policy Framework**

If a local planning policy is included in Clauses 11 to 19, it must be placed with the corresponding state or regional planning policy and be in accordance with the following order and format:

xx.xx-xS State policy

--/--
VC---

xx.xx-xR Regional policy

--/--
GC---

xx.xx-xxL [Insert policy title]

--/--
C---

Policy application

“This policy applies to ... [Insert description of where the policy applies].”

If the heading is not being used, it may be deleted.

Objective[s]

[Insert objectives]

This heading may be used more than once and may be modified to include topical descriptors such as ‘Built-form objectives’.

If the heading is not being used, it may be deleted.

Strategies

[Insert strategies]

This heading may be used more than once and may be modified to include topical descriptors such as ‘Built-form strategies’.

Policy guidelines

“Consider as relevant:

- [Insert policy guidelines].”

This heading may be used more than once and may be modified to include topical descriptors such as ‘Built-form policy guidelines’.

If the heading is not being used, it may be deleted.

Policy documents

“Consider as relevant:

- [Insert relevant incorporated document]
- [Insert relevant background document]”

If the heading is not being used, it may be deleted.

ATTACHMENT E

[insert policy map title]

[Attach relevant policy map/s]

If the heading is not being used, it may be deleted.

bluestar  **PRINT**

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