



Fact Sheet – Planning Scheme Amendments

What is a planning scheme amendment?

A planning scheme sets out the direction, policies and requirements for the use, development and protection of land. Planning schemes are regularly amended through the statutory planning scheme amendment process.

A planning scheme amendment may involve a change to a planning scheme map - for example, rezoning of land or the application of an overlay - a change to the legal or written part of the scheme, or both.

How do I participate in the process?

The material for a planning scheme amendment has to be publicly exhibited for community consultation, via a formal process in accordance with statutory requirements. The exhibition period provides everyone with the opportunity to make a submission to Council.

Before the formal exhibition period of a planning scheme amendment begins, letters are sent to owners and occupiers of affected properties, notifying them of the exhibition period and providing a copy of the exhibited amendment material. This letter will also outline how and when a submission to Council can be made.

Notices of the planning scheme amendment are also published in local newspapers, in the Government Gazette, on Council's website and on Council's social media pages.

Can I look at the planning scheme amendment?

The material for a planning scheme amendment – reports, maps, incorporated documents – has to be available for public inspection, free of charge, during office hours at the Macedon Ranges Shire Council offices and Service Centres at:

- Gisborne Council Office, 40 Robertson Street, Gisborne;
- Kyneton Council Office, 129 Mollison Street, Kyneton;
- Romsey Library, 96-100 Main Street, Romsey; and
- Woodend Library, Cnr Forest and High Streets, Woodend.

Planning scheme amendments will also be online on Macedon Ranges Shire Council's website at <https://www.mrsc.vic.gov.au/About-Council/News/Have-Your-Say>

Council Officers will be available in person, by email and phone to assist members of the community with further information.

How can I stay informed?

Letters are sent to affected owners and occupiers, and to anyone who makes a submission to Council during the exhibition period, as the planning scheme amendment progresses.

Updates to planning scheme amendments are also provided on Council's website as they become available.



Process

Preparation

Approval by Council to prepare a planning scheme amendment, preparation of the amendment by Council officers, and review of the amendment by DELWP

Authorisation

Council formally seeks consent from the Minister for Planning to prepare and exhibit the planning scheme amendment.

The Minister may support the amendment request, make it subject to conditions, or refuse the amendment request.

Exhibition

The planning scheme amendment is formally exhibited for a minimum of 1 month.

A letter is sent to relevant Ministers, public authorities and owners and occupiers of land that may be affected by the amendment, to inform them of the amendment.

Notices are placed in the local newspaper and Government Gazette.

Council officers can answer any queries about the amendment, and can meet with any affected parties.

Anyone can make a submission to the amendment, either in support or objection.

Opportunity for comment

Consideration

Submissions are considered by Council.

A letter is sent to submitters and affected land owners and occupiers, to advise the Council Meeting date. Submitters can take this opportunity to address Council, if they would like to.

Council considers the amendment and can refer it to an independent Panel, or Council can adopt, change, or abandon the amendment without independent review.

Planning Panel

A Planning Panel provides an independent assessment of the amendment and submissions.

Panel will make recommendations in a report to Council, to assist the Council and the Minister for Planning to make a final decision about the amendment.

Opportunity for comment

Decision

Minister makes a decision to approve the planning scheme amendment.

A letter is sent to submitters and affected land owners and occupiers to advise of the outcome of the process.

Notices are placed in the local newspaper and Government Gazette.