

# Submit a Representation to a Planning Application



This form can be used to submit a representation to a planning application that is currently being advertised. Only representations received during the statutory notification (advertising period) will be valid.

## Representor Details

Name

Postal Address

Affected Property  
(or same as above)

Phone Number

Email Address

## Application Details

Application Number

Application Address

Description of  
Application

## What are your concerns about the proposal?

Supporting documentation, such as photos, plans, sketches etc (PDF only if submitting online) can be attached to this form when you submit your representation to Council.

By signing I authorise Glenorchy City Council to update my details listed within this form.

Signature:

Date:

## How do I submit my Representation?

Via one of the following methods:

### In Person

The General Manager  
Glenorchy City Council  
374 Main Road  
Glenorchy TAS 7010  
Opening Hours: Monday – Friday 8:30am – 5:00pm

### By Post

The General Manager  
Glenorchy City Council  
PO Box 103  
Glenorchy TAS 7010

### Email

[gccmail@gcc.tas.gov.au](mailto:gccmail@gcc.tas.gov.au)

### Important notes about the Representations against a planning application

This form is to help you make a representation (objection) to an application. However, there is no requirement to use this particular form.

Make sure you clearly understand what is proposed before you make a representation. You can view the application at Council Chambers or on Council's website – [www.gcc.tas.gov.au](http://www.gcc.tas.gov.au). The Planning Authority of Council is required to make the application documentation open for inspection by the public, at all reasonable hours during the period for which representations may be made.

To ensure the Planning Authority considers your representation, make sure the Planning Authority receives it before 11.59pm on the date shown in the notice you were sent or which you saw in the newspaper or on the site.

If you submit a representation, the Planning Authority will tell you it's decision.

If, despite your objection, the Planning Authority decides to grant the permit, you can appeal against the decision.

If the Planning Authority refuses the application, the applicant may also appeal. The reasons for refusing the application are set out in the decision, which will be issued at the time.

Details of the appeals procedures can be found at

[https://www.rmpat.tas.gov.au/tribunalprocedures/lodging\\_an\\_appeal](https://www.rmpat.tas.gov.au/tribunalprocedures/lodging_an_appeal)

### Petitions for the purpose of a representation(s) to a planning application

Petitions are counted as 1 representation regardless of the number of signatories. Separate objections are required from each petitioner if you wish to have appeal rights, otherwise only the first signatory will have those rights.

Any petition that is received by the Planning Authority for the purpose of making a representation will be separately reviewed and responded to in accordance with the Local Government Act 1993.

## **PRIVACY NOTICE:**

Council collects personal information to carry out its operations as a Tasmanian Local Government. This personal information may be used for other purposes permitted by law. The information may be shared with contractors and agents of the Council for this purpose, law enforcement agencies, courts and other organisations.

You do not have to provide your personal information but if full information is not provided the Council may be unable to action your application or request.

You can find out more about how the Council manages personal information and how you can request access or corrections to it in the Council's Privacy Policy available on the Council website or on request.