

**From:** suezanne.cheng@delwp.vic.gov.au  
**To:** [Rose Semmler](#)  
**Cc:** [Emma Appleton](#)  
**Subject:** Melbourne Planning Amendment Scheme C308 Panel Appointment  
**Date:** Monday, 14 January 2019 12:06:31 PM  
**Attachments:** [ATT00001.jpg](#)  
[ATT00002.jpg](#)  
[ATT00003.jpg](#)  
[ATT00004.jpg](#)  
[ATT00005.jpg](#)  
[ATT00006.jpg](#)  
[Melbourne C308 - Appointment Letter PA.pdf](#)

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Dear Rose,

See attached the revised Melbourne Planning Amendment Scheme C308 Panel Appointment letter to include a third panel member.

Kind regards,

**Suezanne Cheng | Panel Coordinator | Planning Panels Victoria**  
**Department of Environment, Land, Water and Planning**

Level 5, 1 Spring Street, Melbourne, Victoria 3000

**T:** 03 8392 5115 | **E:** suezanne.cheng@delwp.vic.gov.au





# Planning Panels Victoria

Department of Environment, Land, Water and Planning

1 Spring Street  
Melbourne Victoria 3001  
GPO Box 2392  
Melbourne, Victoria 3001  
Telephone (03) 8392 5115

20 December 2018

Rose Semmler

Melbourne City Council

Sent via email to [rose.semmler@melbourne.vic.gov.au](mailto:rose.semmler@melbourne.vic.gov.au)

Dear Rose,

## **Melbourne Planning Scheme Amendment C308**

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I write to advise that under delegation, the Minister for Planning has appointed a three person Panel to hear and consider submissions in respect of the above matter.

The Panel consists of Lester Townsend – Chair, Lynn Sweeney – Member and Lorina Nervegna – Member.

The following documents are attached:

- Instrument of Appointment; and
- 'Checklist for Planning Authorities and Responsible Authorities' to guide the organisation of the Hearing.

The Panel Coordinator will contact you to arrange dates and venues for the Directions and Panel Hearings.

Planning Panels Victoria will notify submitters and relevant Authorities of the Hearing arrangements. If you have not already done so, I ask that you email the Panel Coordinator a database containing the contact details of:

- all submitters and
- the Proponent and their representation (if applicable).

The Panel is expected to arrange its Hearings and deliver its report within the following timeframes:

<b>Directions Hearing</b>	31 January 2019
<b>Panel Hearings</b>	Commencing in the week of 25 February 2019
<b>Report</b>	Within 40 business days of the last day of Hearings.

We thank you for your cooperation in reaching these agreed dates.

In accordance with Section 156 (2) of the *Planning and Environment Act 1987*, an invoice for fees and expenses for the Panel costs will be sent to you after the Panel submits its final report.

Planning Panels Victoria is able to provide ongoing invoices on a monthly basis if required, however if charges reach \$10,000 or more in any given month, a progressive tax invoice will be issued and sent to you automatically.

Please note that Planning Panels Victoria payment terms are strictly 30 days from the date of the invoice. For any invoice enquiries please call our finance team on 8392 5102.

Please contact the Panel Coordinator – Planning Panels Victoria on (03) 8392-5115 if you have any queries.

Yours sincerely



**Harry Matheas**  
**Business Manager**  
**Planning Panels Victoria**