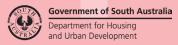
Submit a development application on a newly created allotment





Background

When land division occurs on a property, the original allotment is considered the 'Parent' location, and the newly created allotments are often referred to as the 'Child' locations. The newly created allotments can now be used as the development location for your proposed development (e.g. new house).

Before you start

Complete How to - Login to your development application account | PlanSA

Included instructions

- Start a new application
- Add Development Location
 - No Results Found
 - Matching property locations
 - Missing location suburb
 - Missing both location reference and suburb

Related instructions

Submit a development application | PlanSA

How to...

Submit a development application on a newly created allotment

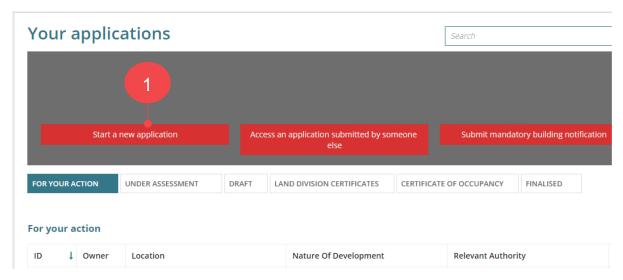


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Start a new application

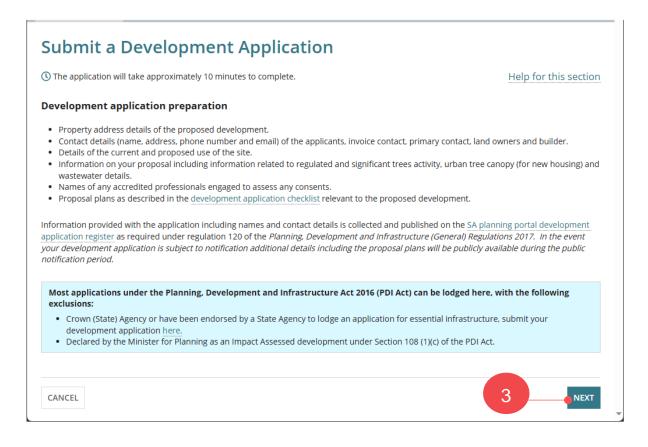
1. Click Start a new application.



2. Read through the **Before you start** information.

Follow the link 'development application checklist' to view a list of the documentation you will need to upload cross-check against the documentation provided by the professional (e.g. building, surveyor, engineer, architect etc.)

3. Click on Next to continue.



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Submit a development application on a newly created allotment



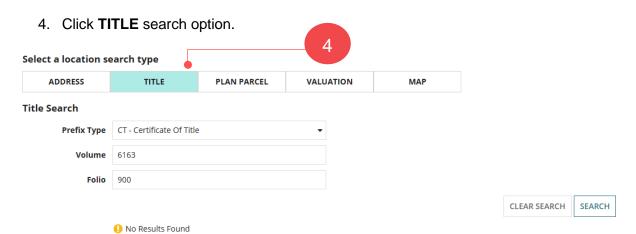
Add Development Location

The Location of Proposed Development page has five location search options.

Development Application



Title Search



- 5. Complete the **Title** search fields as follows.
 - a. Select the **prefix type**, e.g. CT Certificate of Title.
 - b. Enter the Volume and Folio numbers.
 - c. Click **SEARCH** to return matching results.

No Results Found

In the example, the Title search was performed with the title details of the 'parent' location (i.e. the property location divided into multiple allotments) which is now 'cancelled' to create the new allotments for the 'child' locations.

A cancelled parent location will show message 'No Results Found'.

3

Submit a development application on a newly created allotment



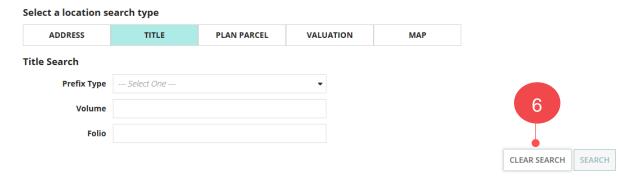
CLEAR SEARCH

SEARCH

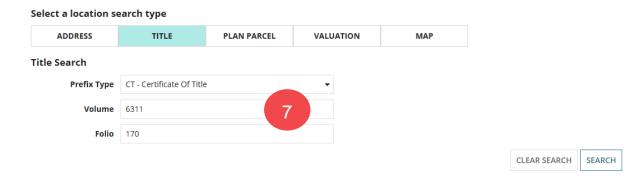


Found matching property locations

6. Perform another search either by CLEAR SEARCH to clear the information within the fields or type over the top with the new details.



7. Provide the details of the 'child' location title reference and then SEARCH.



8. Click SEARCH.

The Title search fields are automatically cleared.

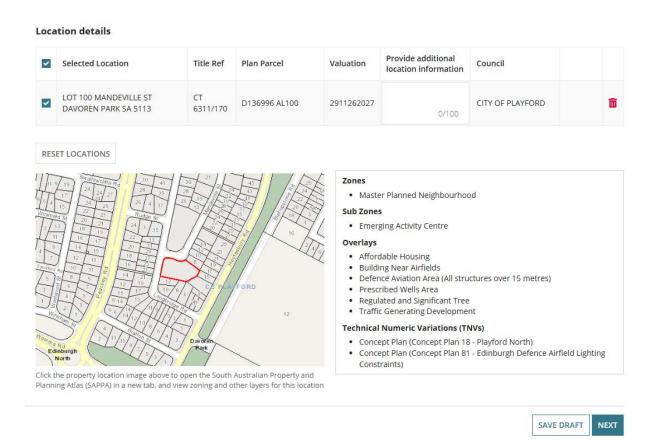


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Government of South Australia Department for Housing

Submit a development application on a newly created allotment

The **Location details** table shows a single or multiple location matches. A property location map shows with the selected locations outlined, including the Zones, Overlays and Technical Numeric Variations (TNVs).

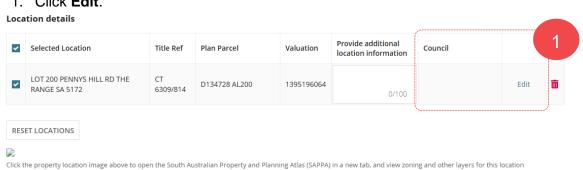


Missing location suburb

The Locations details table will show matching locations and Edit shown when either location address and/or suburb information is missing.

A "Council" must be assigned to prompt who assessing the consent approvals in the Consents page.

1. Click Edit.



5

How to...

Submit a development application on a newly created allotment



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The **Update locations** option shows. The **Location Reference** automatically populates with the 'property addresses' returned in the search matching locations. Note, any modifications to the location reference are saved once location is added.

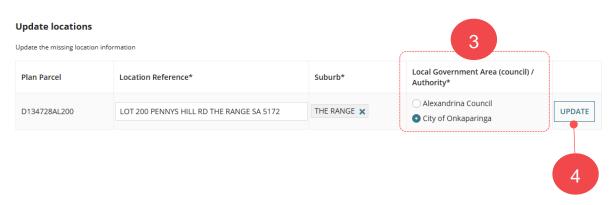
D134	4728AL200	LOT 200 PEN	NYS HILL RD T	THE RANGE SA 5172				UPDA
		Location Ref			Suburb*		Local Government Area (council) / Authority*	
	ate locations the missing location info	ormation						
~	LOT 200 PENNYS HILL RD THE RANGE SA 5172		CT 6309/814	D134728 AL200	1395196064	0/100		
	Selected Location		Title Ref	Plan Parcel	Valuation	Provide additional location information	Council	

2. Start to type the **suburb name** and select from list of suggested suburb matches.



This application example shows a choice of two Local Government Areas (council).

- 3. Make a selection of which **Local Government Areas (council)** to receive and assess your proposed development application.
- 4. Click **UPDATE** to save.



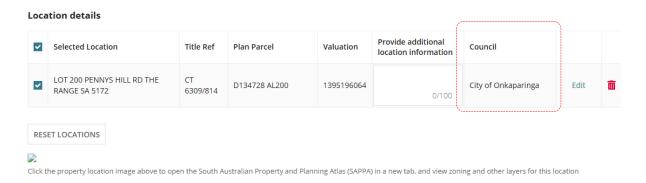
7

Submit a development application on a newly created allotment



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The **Location details** table shows the council selected.



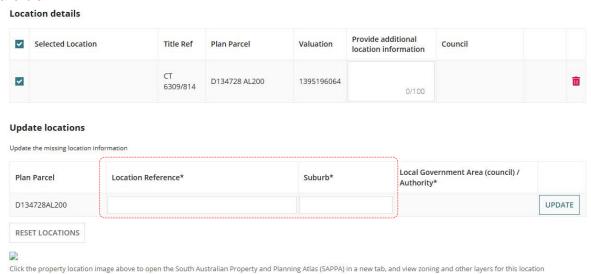
Missing both location reference and suburb

The **Property Data** will show matching locations and **Update Locations** when the location(s) are missing both Location Reference (street address) and Suburb information; required to identify the "Council" to receive and assess your proposed development application.

1. Click Edit.



The **Update locations** option shows, with both the **Location Reference** and **Suburb** fields are blank.



How to...

Update locations

Submit a development application on a newly created allotment



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Department for Housing

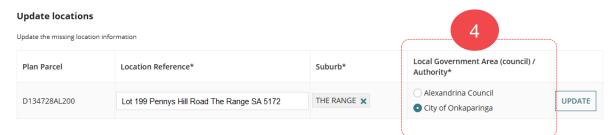
2. Type the location address in the **Location Reference** field, including the allotment number (if known), street name, and suburb name.



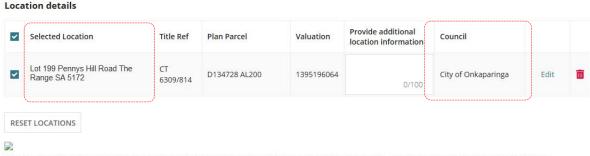
3. Start to type the **suburb name** and select from list of suggested suburb matches.

Update the missing location information Plan Parcel Location Reference* D134728AL200 Lot 199 Pennys Hill Road The Range SA 5172 the range THE RANGE

- 4. The **Local Government Area (council)/Authority** shows and automatically selected or make a selection when crosses over Local Government Areas.
- 5. Click UPDATE to save changes.



The Selected Location(s) show.



Click the property location image above to open the South Australian Property and Planning Atlas (SAPPA) in a new tab, and view zoning and other layers for this location

- 6. Add another location (as required) or **NEXT** to continue.
- Complete the remainder of the application following <u>Submit a development</u> application | PlanSA instructions.