

Background

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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](#)

Start a new application

1. Click **Start a new application**.

Your applications Search

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Start a new application Access an application submitted by someone else Submit mandatory building notification

FOR YOUR ACTION UNDER ASSESSMENT DRAFT LAND DIVISION CERTIFICATES CERTIFICATE OF OCCUPANCY FINALISED

For your action

ID	↓ Owner	Location	Nature Of Development	Relevant Authority
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2. Read through the **Before you start** information.

Follow the link '*what you need to supply for a development application*' 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.

Development Application

Use this service to submit a Development Application. ? [Help for this section](#)

Here's what you'll need to complete the application:

- Address details for the site where the development is proposed.
- Contact details for the applicants, land owners and builder (if applicable).
- Details about the current and proposed use of the site, including the development cost.
- Please upload all of your application documents.
 - Depending on what you are proposing, there is baseline documentation you'll need to provide.
 - [Find out what documents your application will need.](#)
 - [You can also read the full schedule of baseline documentation for applications in the PDI \(General\) Regulations 2017.](#)
- The names of any independent assessors that you want to assess your consents.

🕒 The application will take approximately 10 minutes to complete.

Before you start:

Most applications under the *Planning, Development and Infrastructure Act 2016* (PDI Act) can be lodged here, with the following exclusions:

- Lodged on behalf of a state agency as a crown development, or
- Declared by the Minister for Planning as an Impact Assessed - Impact Assessed development under Section 108 (1)(c) of the PDI Act

If you're not sure if your application meets the above criteria, [find out where to lodge your application.](#)

CANCEL 3 NEXT

Add Development Location

The Development Application – **Locations** page shows.

- Click **TITLE OR PLAN SEARCH** option.

Development Application

[Help for this section](#)

Locations

Please select the location of the proposed development via the below search functions. If you are unable to locate the development via the address search it may be found via a title reference or using the map search function.

Newly Created Allotment and/or Tenancy Development
To identify the development location for a tenancy or development where the proposed Certificate of Title (CT) has not yet been created, search for the location using:

- Map Search:** zoom into the development location and drop a pin on the parcel of land, or
- Title or Plan** using the 'parent' Certificate of Title (CT).

Search Type

ADDRESS SEARCH **TITLE OR PLAN SEARCH** MAP SEARCH

Choose a type of search or enter location identification record.

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

OR the **Plan Parcel** search fields as follows.

- Select Plan Type
- Enter Plan Number
- Select Parcel Type
- Enter Parcel Number

No Results Found

In the example below, 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'.

Search Type

ADDRESS SEARCH **TITLE OR PLAN SEARCH** MAP SEARCH

Choose a type of search or enter location identification record.

Title or Plan Search

Prefix Type	CT - Certificate Of Title	Plan Type	--- Select One ---
Volume	5343	Plan Number	
Folio	994	Parcel Type	--- Select One ---
		Parcel Number	

CLEAR SEARCH SEARCH

No Results Found

Found matching property locations

In this example, performing a search using the 'child' location title reference.

Search Type

ADDRESS SEARCH **TITLE OR PLAN SEARCH** MAP SEARCH

Choose a type of search or enter location identification record.

Title or Plan Search

Prefix Type: CT - Certificate Of Title
Volume: 6287
Folio: 522
Plan Type: --- Select One ---
Plan Number:
Parcel Type: --- Select One ---
Parcel Number:
CLEAR SEARCH SEARCH

Missing location suburb

The **Property Data** will show matching locations and **Update Locations** when the suburb information is missing; required to identify the "Council" to receive and assess your proposed development application.

Property Data

Following addresses match your search criteria. Please select one to see more details.

<input checked="" type="checkbox"/>	Location Reference	Title Ref	Plan Parcel	Council	Status
<input checked="" type="checkbox"/>	LOT 2 HARRISON ST MAGILL SA 5072	CT 6287/522	D132448 AL2		

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *
D132448AL2	LOT 2 HARRISON ST MAGILL : 32/100 <small>Type a description of the location, e.g. street name</small>	<input type="text"/> <small>Type the name of the suburb</small>

6. 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.

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

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *
D132448AL2	LOT 2 HARRISON ST MAGILL : 32/100 <small>Type a description of the location, e.g. street name</small>	<input type="text" value="magil"/> MAGILL

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

8. Make a selection of which **Local Government Areas (council)** to receive and assess your proposed development application.

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *	Local Government Area (council) / Authority *
D132448AL2	<input type="text" value="LOT 2 HARRISON ST MAGILL : 32/100"/> <small>Type a description of the location, e.g. street name</small>	<input type="text" value="MAGILL"/> ✕ <small>Type the name of the suburb</small>	<input checked="" type="radio"/> City of Campbelltown <input type="radio"/> City of Burnside



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.

Property Data

Following addresses match your search criteria. Please select one to see more details.

<input checked="" type="checkbox"/>	Location Reference	Title Ref	Plan Parcel	Council	Status
<input checked="" type="checkbox"/>		CT 6287/155	C43062 FL1		

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *
C43062FL1	<input type="text" value="0/100"/> <small>Type a description of the location, e.g. street name</small>	<input type="text"/> <small>Type the name of the suburb</small>

9. Type the location address in the **Location Reference** field, including;
 - a. Allotment number (if known)
 - b. Street name, and
 - c. Suburb name.

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *
C43062FL1	<input type="text" value="Lot 1 Elizabeth Street, Norwo 31/100"/> <small>Type a description of the location, e.g. street name</small>	<input type="text"/> <small>Type the name of the suburb</small>



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

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *
C43062FL1	<input type="text" value="Lot 1 Elizabeth Street, Norwc 31/100"/> <small>Type a description of the location, e.g. street name</small>	<input type="text" value="Norwood"/> NORWOOD

The **Local Government Area (council)/Authority** shows and automatically selected.

Update locations

Update the missing location information

Plan Parcel	Location Reference *	Suburb *	Local Government Area (council) / Authority *
C43062FL1	<input type="text" value="Lot 1 Elizabeth Street, Norwc 31/100"/> <small>Type a description of the location, e.g. street name</small>	<input type="text" value="NORWOOD"/>	City of Norwood, Payneham and St. Peters

No Land Parcels Found

The 'No Land Parcels Found' will show in the property location image, as the location is not yet available in the South Australian Property and Planning Atlas (SAPPA).

11. Click **ADD SELECTED**.

No Land Parcels Found

Zones

- General Neighbourhood

Overlays

- Airport Building Heights (Regulated) (All structures over 45 metres)
- Affordable Housing
- Hazards (Flooding - Evidence Required)
- Prescribed Wells Area
- Regulated and Significant Tree
- Stormwater Management
- Traffic Generating Development
- Urban Tree Canopy

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

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The Selected Location(s) show.

> **Locations**

- Applicants
- Primary Contact
- Land Owners
- Invoice Contact
- Development Details
- What do you want to do?
- Consents
- Declarations
- Documents
- Review

Locations

Selected Location	Title Ref	Plan Parcel	Additional Location Information	Council	
LOT 2 HARRISON ST MAGILL SA 5072	CT 6287/522	D132448 AL2	0/100	CITY OF BURNSIDE	✕

Add another location

If your proposed development requires an additional location, please select it via the search functions below. If you are unable to locate the development via the address search it may be found via a title reference or using the map search function.

! **Newly Created Allotment and/or Tenancy Development**

To identify the development location for a tenancy or development where the proposed Certificate of Title (CT) has not yet been created, search for the location using:

- **Map Search:** zoom into the development location and drop a pin on the parcel of land, or
- **Title or Plan** using the 'parent' Certificate of Title (CT).

Search Type

ADDRESS SEARCH | TITLE OR PLAN SEARCH | MAP SEARCH

Choose a type of search or enter location identification record.

SAVE DRAFT | **NEXT**

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12. Add another location (as required) or **NEXT** to continue.

i Complete the remainder of the application following [Submit a development application | PlanSA](#) instructions.