

Background

Some applications require public notification. Members of the public can provide comment in relation to developments on public notice by submitting a written representation.

Prepare your representation

Your representation must be submitted through an approved form which can be completed digitally through the <u>PlanSA Notified Developments</u> **Current public notices** or manually on the <u>Representation on Application</u> form available on the <u>PlanSA</u> portal.

A representation form is available for each application that is on public notification.

For a representation to be valid it must:

- be in writing
- include your name and address
- set out the particular reasons why planning consent should be granted or refused
- comment only on the performance-based elements of the proposal.

Included instructions

- Letter advising owner/occupier of a proposed development
- Open public notice link
- Scan QR Code to view the public notification notice
- How to comment via 'Have your Say'
- Track your representation

How to...

View and comment on a proposed development



Government of South Australia

Department for Trade

Letter advising owner/occupier of a proposed development

You will be advised by letter if you are an adjoining owner/occupier potentially affected by a development proposal that is subject to public notification. This letter may arrive in the post – or via email if you have provided your email to the relevant authority for public notification purposes.

This letter will outline when the public notification will commence, the location of the proposed development, the nature of development and where you can view the application documentation – i.e. the online **Have your say** page, or at the relevant authority's principal office.



Proposed Development

Under the Planning, Development and Infrastructure Act 2016

Public notification commencement on 11/08/2021

Miss Eliza Public 13 First Street North Adelaide SA 5001

Dear Miss Public

Notice of Development Application

Applicant: Teamlead Testfour, Big Construction Test

Application ID: 21000815

Proposed Development: fish breeding facility **Notified Elements:** Store, Aquaculture

Subject Land: LOT 223 SOUTHERN PORTS HWY ROBE SA 5276

As an adjoining owner/occupier or person potentially affected by the above development application, you are invited to view details of the application and make a representation.

The application documentation may be examined:

online on the PlanSA Portal: https://plan.sa.gov.au/en/pn?aid=21000815





Open public notice link

Receive notice of development letter by email

The Notice of Development letter contains an embedded link to the public notice within the current public notice register – and a QR code to view from a mobile device.

1. When the cursor is moved across the link a ***Hand** icon shows. Click on the link to open the public notice page.

Scan the QR code to view on your mobile or tablet

Open the camera app on your mobile or tablet and point the device at the QR code so that it shows on the screen. When the QR code has successfully scanned, the public notice is shown.

As an adjoining owner/occupier or person potentially affected by the above development application, you are invited to view details of the application and make a representation.

The application documentation may be examined:

online on the PlanSA Portal: https://plan.sa.gov.au/en/pn?aid=21000815



2. Accept the Terms of Use to view the public notice.

Terms of Use By downloading or viewing any materials, you hereby consent to our disclaimer and agree that: · the Development Applications and accompanying materials are provided for the purpose of public review and to make representations in relation to the applications and

may not be used for any other purpose



Receive notice of development letter by post

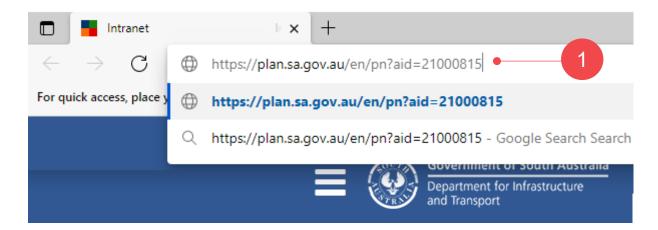
The notice of development letter contains a link to the public notice within the current public notice register and a QR code to view from a mobile device.

The application documentation may be examined:

• online on the PlanSA Portal: https://plan.sa.gov.au/en/pn?aid=21000815



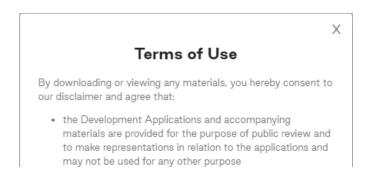
1. Type the web page https://plan.sa.gov.au/en/pn?/aid=2100815 in to your browser address.



Scan the QR Code to view on your mobile or tablet

Open the camera app on your mobile or tablet and point the device at the QR code so that it shows on the screen. When the QR code has successfully scanned, the public notice is shown.

2. Accept the **Terms of Use** to view the public notice.



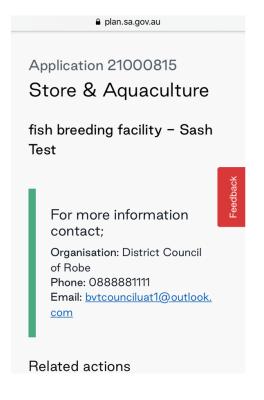


Scan the QR code to view the public notification notice

- 1. Open the camera app on your smart phone or tablet and point the device at the QR code so that it shows on the screen.
- 2. The device will recognise the QR code and show a notification.
- 3. Tap the notification to open the link associated with the QR code.



4. The link will take you to the **Have your say** page where you can view the public notification documents upon accepting the **Terms of Use**.



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How to...

View and comment on a proposed development



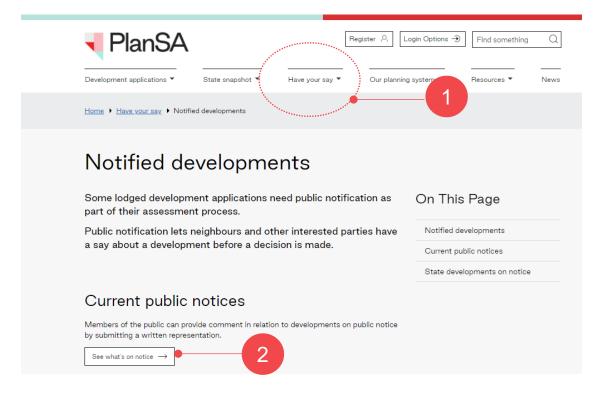
Government of South Australia

How to comment via the Have your say page

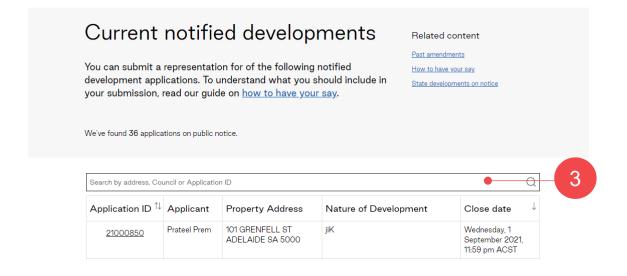
Review the Public Notification details

All developments that are being publicly notified are available from the PlanSA's **Have your** say page.

- 1. Click on Notified Developments to access Current public notices.
- 2. Click on See what's on notice.



3. Use the **Search** option to locate the property on public notice.





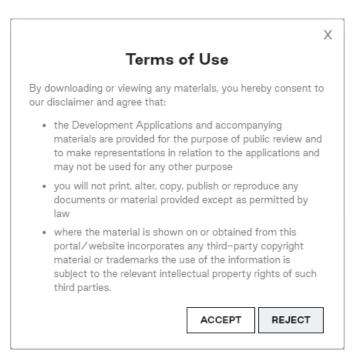


4. Click on the **Application ID** to open the public notice.

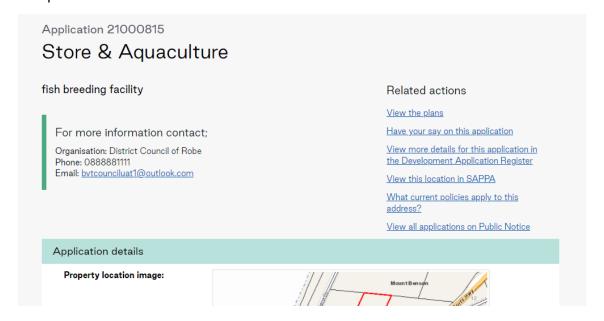
21000815 Q				
Application ID ^{↑↓}	Applicant	Property Address	Nature of Development	Close date ↓
21000815	Teamlead Testfour	LOT 223 SOUTHERN PORTS HWY ROBE SA 5276	fish breeding facility	Tuesday, 10 August 2021, 11:59 pm ACST
	Big Construction Test			

Showing 1 to 1 of 1 rows

5. ACCEPT the Terms of Use.



The public notice is shown.

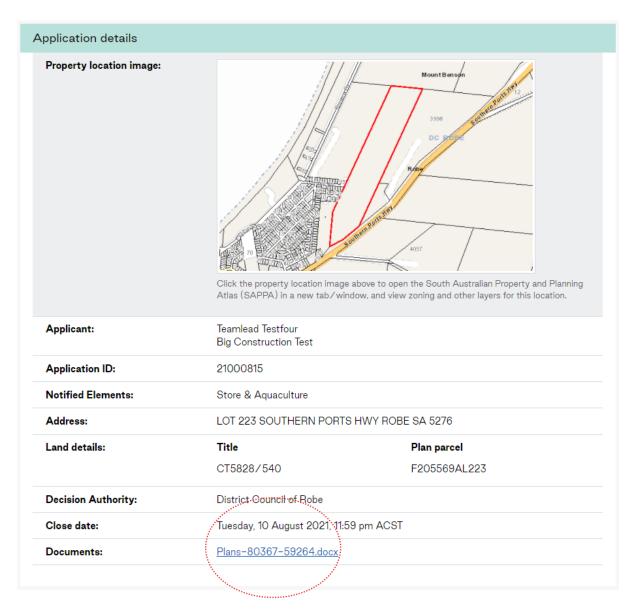




Understand the application

To fully understand potential planning impacts make sure you read through all documentation provided with the application.

- 6. You can provide a representation on the listed **Notified Elements** e.g. Store & Aquaculture.
- 7. Click on the **Documents** link to download and open on your screen.







Submit your representation – online form

Completing the representation online form is a 3-step process. On completion your representation is received by the decision authority.

Submit a representation

You can view more details for this application in the <u>Development Application Register</u>. To understand what you should include in your submission, see our guide on <u>how to have your say</u>.



A representation that has been confirmed to be 'valid' is provided to the applicant at the conclusion of the public notification period and will be made publicly available (including your name and address)

Step 1

Complete your contact details.

Contact Details	
First Name*	Last Name*
Penny	Public
Postal Address*	Suburb*
50 Flinders street	Adelaide
Post Code*	Country*
5000	Australia 🔻
State*	
SOUTH AUSTRALIA	•
Email*	Daytime Phone
ppublic@gmail.com	
	Please enter a phone in format of 0412345678 or 0812345678
Next Step $ ightarrow$	
	← View all applications on Public Notice

Step 2

If you wish to be heard you are prompted to provide the **nominated speaker's** name.

Ensure your representation comments relate to the planning matters only such as noise, overlooking or safety.

Would voi	u like to	present vo	ur submission	in person	at a hearing?
		p. 000 j 0			

I do not wish to be heard in support of my representation*
I wish to be heard in support of my representation*

 $\ensuremath{^{*}}\mbox{You}$ may be contacted if you indicated that you wish to be heard by the relevant authority in support of your representation

My position is

()	support t	he deve	lopment*
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I support the development with some concerns (detail below)*

I do not support the development*

The specific reasons I believe that planning consent should be granted/refused

Insert the concerns

← Previous Next Step →

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Department for Trade

Step 3

Upload supporting documentation as applicable.

Supporting documents

Use this section if you want to attach supporting documentation to your submission.

select up to 5 files

pdf, Jpg or Jpeg file types only permitted

maximum combined file size of 20MB

- - should your files be larger than the maximum, please contact <u>District Council of Robe</u>

Choose File People looking at computer.jpg
remove file
Choose File Public_notification_eliza_public_255-59241.pdf
remove file
Choose File No file chosen
Choose File No file chosen
Choose File No file chosen

Selected files:

- 1. People looking at computer.jpg [0.45 MB]
- 2. Public_notification_eliza_public_255-59241.pdf [0.16 MB]

Total size to upload [0.62 MB]



If successfully uploaded you will be thanked for your submission.

Submit a representation

Thank you for your submission Penny.

← View all applications on Public Notice

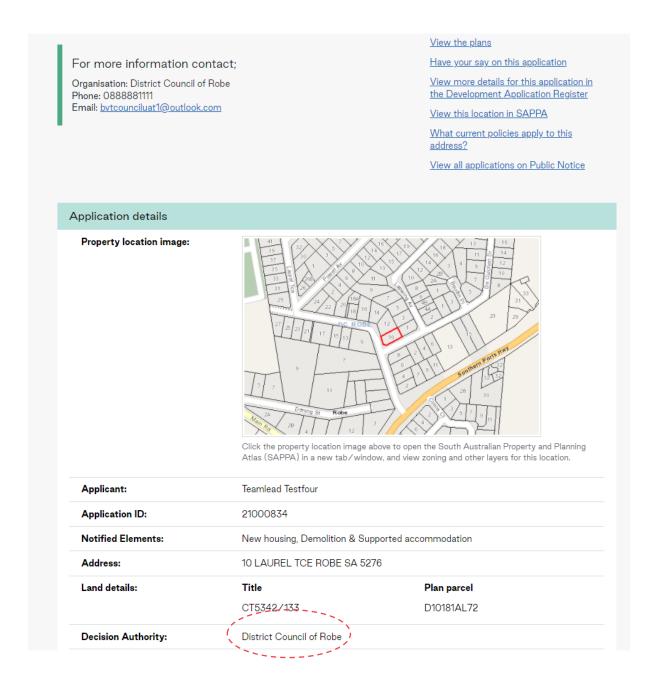


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Submit your representation - hard copy form

Provide your completed hard copy <u>representation</u> in person, post or email to the **Decision Authority** listed on the **Have your say** page's public notification notice.

The **Decision Authority** is available within the **Application details** of the public notice.





State Commission Assessment Panel (SCAP) applications

When the **Decision Authority** is SCAP, send your representation by:

- Email to scapreps@sa.gov.au, or
- Post to The Secretary, State Commission Assessment Panel GPO Box 1815, Adelaide SA 5001





Track your representation

All representations submitted are public information, including your name and address.

If you have any concerns about details being published, contact the application's relevant authority. This may be a council assessment panel or SCAP.

Submit a representation

You can view more details for this application in the <u>Development Application Register</u>. To understand what you should include in your submission, see our guide on <u>how to have your say</u>.



A representation that has been confirmed to be 'valid' is provided to the applicant at the conclusion of the public notification period and will be made publicly available (including your name and address)

Contact Details

First Name*	Last Name*
Penny	Public
Postal Address*	Suburb*
50 Flinders street	Adelaide
Post Code*	Country*
5000	Australia ▼
State*	
SOUTH AUSTRALIA	▼
Email*	Daytime Phone
ppublic@gmail.com	
	Please enter a phone in format of 0412345678 or 0812345678

Valid representations

As part of the decision making process all representation submissions are provided to the applicant for a response and may be published on the PlanSA portal.





Wish to be heard at a panel hearing

If you have indicated that you – or a speaker you have nominated – would like to speak at the panel hearing, you will be notified of the date and time by the relevant authority – i.e. decision authority.

Wou	ld you like to present your submission in person at a hearing?
\bigcirc	I do not wish to be heard in support of my representation*
$\widecheck{lacktriangle}$	I wish to be heard in support of my representation*
	$\ensuremath{^{*}}\xspace You may be contacted if you indicated that you wish to be heard by the relevant authority in support of your representation$
Nom	inated Speaker
Rog	er Public