

Development Information Sheet 02

Access to Development Application Documents

Can I have a copy of the Development Application documents undergoing Category 2 or 3 public notification?

Yes, copies of applications currently undergoing Category 2 or 3 notifications can be provided to the public during the notification period.

In making a request for this information the person seeking the information must provide their name, address and contact details pursuant to Section 34(3) of the *Development Regulations 2008* by completing Council's Application to Obtain Development Documents on Public Notification Form. This form may be accessed on Council's website: <http://www.walkerville.sa.gov.au/developmentforms>

A copy of the application documents on public notification can be viewed on Council's website: http://www.walkerville.sa.gov.au/public_notifications

NB: Should hard copies of the plans be requested, copying charges may apply. There is no charge for provision of an electronic copy of plans.

Can I access plans and documentation relating to a development application where a decision has been issued?

Yes, access to old development application documents will be provided at the discretion of Council officers with respect to the present or future security of a building.

Access to older development applications will only be organised on completion of an Application to Access Development Documents Form. This form may be accessed on Council's website: <http://www.walkerville.sa.gov.au/developmentforms>

These files may be kept in off-site storage and may not be immediately accessible. We advise allowing a minimum of two (2) weeks from submitting the application to allow Council to recall the necessitated application documents.

A search fee may be charged dependent on the age of the files requested. No responsibility is taken by Council if, following all relevant searches, the requested documents cannot be found. In these circumstances, the fee payable to Council is not refundable.

What development information can be viewed at the Council after a decision is made?

The following information can be viewed for development applications:

- A Development Application Form;
- All supporting plans and drawings forming part of a Development Application excluding any document which, in the opinion of the Council, may unreasonably jeopardise the present or future security of a building, including, for example, a floor plan of a building;
- All technical details, specifications and calculations excluding any details, specifications or calculations which, in the opinion of the Council, may unreasonably jeopardise the present or future security of a building, including, for example, a floor plan of a building;
- Any statement of effect that has been prepared (for a Non-Complying development)
- All details kept by the Council in the register of applications pursuant to Regulation 98;
- All details kept by the Council in relation to approved building work pursuant to Regulation 101.

What development information can I get copies of after a decision has been made?

There are limitations to what documents may be copied in relation to a Development Application. For plans, drawings or other documentation that may be subject to Copyright legislation, the person requesting a copy of the document must provide Council with the written permission of the Copyright owner.

The person requiring access to the documentation must complete the Application to Access Development Documents Form and provide this form together with any relevant fee to Council.

NB: Copying fees may apply

Other Information

Development Application information can be accessed online on Council's website: <http://www.walkerville.sa.gov.au/>. Information available includes:

- Development Applications Register
- View Category 2 and 3 Development Applications on Public Notification

Please note that the information contained in this guide does not override any statutory obligations established under the *Development Act 1993*, the *Local Government Act 1999* or the *Copyright Act 1968*.

Development Information Guides are intended to help applicants to submit applications which are complete, well prepared, and can be processed efficiently. The information provided is intended as a general guide only and applicants are encouraged to refer to the Town of Walkerville Development Plan and to seek professional advice if necessary. This information is subject to frequent updates. This version last updated in January 2018.

Access the Development Plan and current versions of information guides at <http://www.walkerville.sa.gov.au/>

Should you have any further enquiries or wish to discuss this process, please do not hesitate to contact the Planning and Environment team via:

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