

Access to Plans during Public Notification Application for Copies of Development Documentation

Applicant Details

Name of applicant: _____
 Address of applicant: _____
 Contact phone number: _____ Identification: _____

Request Details for Copy Documents

Development Application #: _____
 Property address: _____

Important Notes

1. A handling fee of \$32.50 applies (subject to 2. below), pursuant to Regulation 34(2) of the Development Regulations 2008, for providing copies of plans during the public notification period for Category 2 and Category 3 development applications.
2. The fee makes provision for A4 and/or A3 copies only. An additional fee of \$10.50 per page will be incurred for any size copy larger than A3 (ie. A2/A1/A0), as staff use specialised equipment to copy, and delays may be expected dependent on resourcing.
3. Only those persons (or their delegate) notified as part of the Category 2 notification process may submit a valid representation. If a representation is received from a person or their delegate for whom notification had not been provided as part of the Category 2 public notification process, the representation will be deemed invalid and not taken into account as part of the assessment process. Any person may lodge a representation in relation to Category 3 development applications.
4. Copies of plans may only be purchased during the public notification period. When an approval has been issued, an application may be made under a "Plan Search" application (subject to the Copyright Act 1968).
5. Council will not provide copies of floor plans or any other documents which may jeopardise present or future security of a building - Development Regulations 2008 34(4)(b).
6. Plans will only be released once a copy of suitable identification (eg. current driver's licence) is provided for Council records.
7. Any plans copied during this period must not be recopied or disseminated, or otherwise be used for a purpose that is prohibited by the Copyright Act 1968.
8. This application is retained and may be provided on request to South Australia Police or government agencies.

Signature of applicant: _____ Date _____

Disclaimer: I acknowledge that if this application relates to a Category 2 development application that I have not received notice of, I am unable to make a representation that will be taken into account during the assessment process (that is, my representation will be deemed invalid).

Signature of applicant: _____ Date _____

Council Use Only

A4 b&w	A4 colour	A3 b&w	A3 colour	A2/A1/A0	Standard Fee (6. as above)	Total	Receipt #
\$1.50	\$2.50	\$2.50	\$4.50	\$10.50	\$32.50		
						\$	

Documents Copied/Applicant Notified	Date	Initials
Plans and Documents Copied/Provided (copyright and non-copyright)	Date	Initials