

Development Fact Sheet 6

Where can I get help preparing my Application?

Preparing a good quality Development Application will improve the processing of the Application and will often result in a better outcome. Preparing all of the information at the start of the process can also help you to resolve any possible problems with the proposal before you lodge your Application. This will save you time and possibly money, as it will reduce the possibility of you having to amend your plans later on.

The Application checklist (**See Fact Sheet 5**) will help you to work out what information you need to prepare your Development Application. It is a good idea to speak to Council's planning staff while you are preparing your Application. If your proposal is complicated or you are not confident in preparing an Application yourself, you could consider engaging a Planning Consultant to help you put together your Application and to help you throughout the process.

Planning Consultants are qualified professionals who understand Council Development Plans and processes. They will be able to advise and assist you throughout the process of your Application, from helping you to design your proposal and putting your Application together, to liaising with Council and responding to any issues raised during Public Notification.

Using a Planning Consultant to prepare your Application can save you time and money in the long run – both in the Application assessment process and the development outcomes. You can find Planning Consultants listed under "Town Planning" in the Yellow Pages, or you can find local consultants who have committed to high standards of professionalism and competency via the

Planning Institute Australia (PIA) Website Consultants Directory.

The Consultants Directory is an online directory which you can search to find a suitable consultant for your area and type of development. The Directory is available by visiting www.planning.org.au and following the link to the Consultants Directory. Planning Consultants in the Directory are members of the Planning Institute of Australia and are committed to delivering high quality, professional planning advice.

Where can I get plans drawn?

Quality information and plans are an important part of your Development Application. Accurate site and building plans in the early stages of a development can help prevent many problems later in the assessment process. Many people engage a professional to assist in preparing an Application. The type of professional will depend on what you are proposing, but it may include an architect, building designer or draftsman. You may also need to use a surveyor if your development is a land division or includes building on or near a boundary. If you require the services of an Architect, Landscape Architect, Building Contractor or a Building Designer they can be found through the Yellow Pages under "Architect", "Building Contractor" or "Building Designer". A draftsman can be found through the Yellow Pages under "Drafting Services".



Properties of Heritage Value

In relation to Heritage Places and Contributory Item, the Council's Heritage Advisor can provide free preliminary advice to assist you in preparing your Application.

The information provided in this Development Fact Sheet is intended as a general guide only and readers are encouraged to refer to the Norwood Payneham & St Peters (City) Development Plan and to seek professional planning advice if necessary. This information is subject to frequent updates and this version was last updated in June 2016. The latest version can be downloaded via the Council's website at www.npsp.sa.gov.au. For further information, please contact the Council's Urban Planning & Environment Department on 8366 4530.
