

Pre-lodgement service



Government Architect referrals and pre-lodgement agreements

Purpose

The purpose of this fact sheet is to provide information about referrals to the Government Architect, as well as procedural information associated with the Design Review Panel (DRP) sessions.

It is produced by the Investment Team of the Department of Planning, Transport and Infrastructure (DPTI), which offers a pre-lodgement case management service. The team can be contacted by emailing dpti.pdprelodgementenquiries@sa.gov.au or calling (08) 7109 7081.

Do all applications require a referral to the Government Architect?

The following applications are referred to the Government Architect:

- proposals over \$10 million in Adelaide City
- proposals over 4 storeys in an Urban Corridor Zone in Inner Metropolitan Adelaide
- proposals over \$3 million in the Port Adelaide Regional Centre Zone.

What is the role of the Government Architect in the pre-lodgement process?

The Government Architect advises the approval authority on the design quality of all development proposals and during the pre-lodgement process, provides advice in relation to the proponent's design.

The Government Architect is a referral body, and contributes to the development assessment

process through its design expertise. The approval authority must have 'regard' to advice given.

Can the Government Architect issue a development approval?

No, the approval authority for development proposals over \$10 million in Adelaide City and over 4 storeys in an Urban Corridor Zone in Inner Metropolitan Adelaide is the Inner Metropolitan Development Assessment Committee (IMDAC).

The approval authority for development proposals over \$3 million in the Port Adelaide Regional Centre Zone is the Port Adelaide Development Assessment Committee (PADAC).

Both of these are committees established by the Development Assessment Commission (DAC).

How and when should the Government Architect be contacted?

If you are using the pre-lodgement service, your case manager will contact the Government Architect on your behalf and organise your first DRP session. A Design Advisor will be assigned for your project.

What is the Design Review Panel?

The Design Review Panel (DRP) supports the Government Architect in forming independent advice on the design quality of development proposals to proponents, which then informs the Government Architect's advice to the approval authority.



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The Panel is chaired by the Government Architect and is made up of architects, landscape architects and other design professionals with extensive urban design experience.

Generally, a proposal will be reviewed a minimum of three times by the DRP. A review session will involve:

- a presentation to be made by the proponent;
- commentary from DPTI case managers relating to key planning policy issues that should be taken into account in the development proposal;
- a review by the panel.

A recommendations report is provided by the Government Architect to the proponent within 10 working days of each session.

The Government Architect's final recommendations form part of the pre-lodgement agreement (if reached), and will be given due regard by the approval authority when assessing the development application.

What is the format of the Design Review Panel sessions?

Each session is generally scheduled for around an hour and focuses on a number of issues relating to the design quality of the proposal.

The format of the sessions is as follows:

- the proponent briefly introduces the proposed scheme, its aims and general concepts
- the proponent's design team explains the scheme with reference to the materials presented at the session.
- the Case Manager identifies any key planning issues that have been identified through the pre-lodgement process for the Panel's consideration

- the Panel comments on the project, followed by a summary from the Chair, which form the basis of the Government Architect's recommendations report
- the proponent makes any final comments or points of clarification.

When and how do I apply for a pre-lodgement agreement?

You should apply for a pre-lodgement agreement with the Government Architect after the final design review session and before you lodge your application. Your case manager will help you submit the application form at the appropriate time.

What if I do not use the pre-lodgement service?

If you lodge your development application directly with the DAC and do not obtain a pre-lodgement agreement before your application is lodged, your application will be subject to an eight-week statutory referral to the Government Architect.

If the material provided with the development application is incomplete at the time it is lodged, the Government Architect may request DAC to 'stop the clock' on the application to request further information.

What can the Government Architect recommend to DAC following a referral?

Generally, the Government Architect may recommend one of the following three options::

- *Supported / no comments*

The proposal has no outstanding design issues and satisfies the Government Architect's criteria: the Design Review Panel is not required.

- *Reasonably acceptable / with comments*



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The Government Architect accepts the proposal in general, but requires certain issues to be addressed in the next phase: the Design Review Panel is not required.

- *Unacceptable / design review recommended*

The Government Architect identifies significant design issues that require attention and recommends the proposal be referred to the Design Review Panel. The proponent is advised to request the approval authority to 'stop the clock' or to withdraw the application to allow for this process. If this does not occur, the Government Architect is unlikely to support the project.

For further information

You can download a pre-lodgement pack from www.dpti.sa.gov.au/planning/prelodgementservice or ask the Department to mail it to you.

To discuss your needs, phone or email:

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