How to...

Update an incorrect development location



Background

The first consent to be assessed confirm the development location(s) are correct as the location cannot be changed once the first consent is verified. An on-screen message is the prompt to perform the development location check.

Included instructions

- Edit the development location
- Address Search
- Remove the incorrect property location

Related Instructions

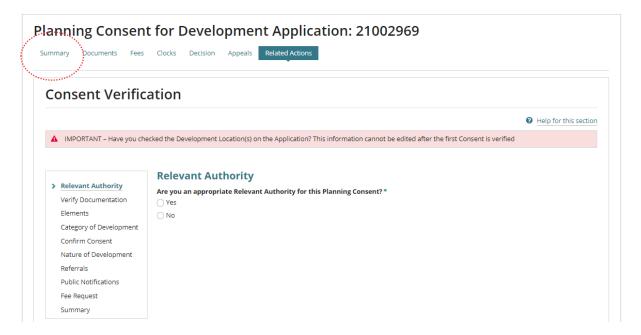
- Verify a Planning and Land Division Consent
- Verify a Building Consent

Update an incorrect development location

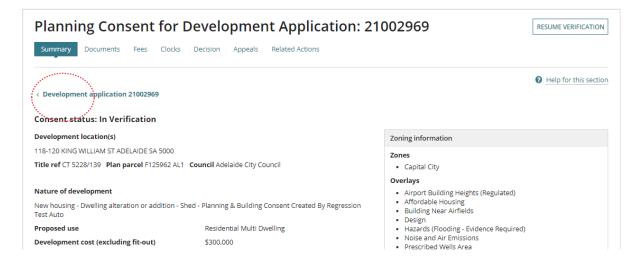


Edit the development location

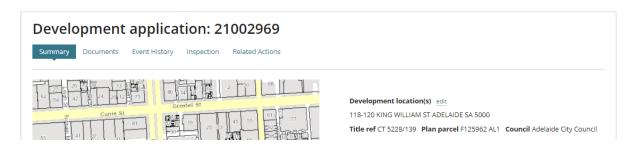
1. Click on **Summary** tab to exit the verification.



2. Within the **Summary** page select the **Development Application** link.



3. Click Edit against the Development location(s).



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Attorney-General's Department

Update an incorrect development location



4. Select the applicable **Search Type** to locate the correct address.

Selected location

Title Ref
Plan Parcel
Council

118-120 KING WILLIAM ST ADELAIDE SA 5000

CT 5228/139

F125962 AL1

ADELAIDE CITY COUNCIL

Add another location

If your proposed development requires an additional location, please select it via the search functions below. If you are unable to locate the development via the address search it may be found via a title reference or using the map search function.

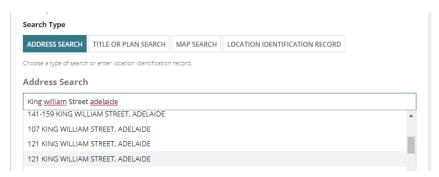
Search Type

ADDRESS SEARCH
ITTLE OR PLAN SEARCH
MAP SEARCH
LOCATION IDENTIFICATION RECORD

Choose a type of search or enter location identification record.

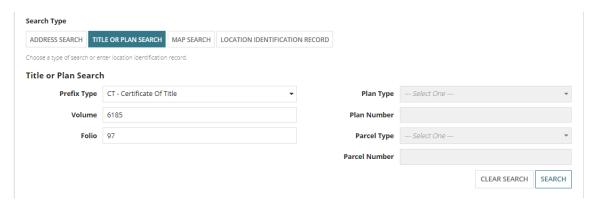
Address Search

5. Start typing the address and select from list of matching results.



Title or Plan Search

- 6. Click on Title or Plan Search type.
- 7. Complete the applicable Title Search or Plan Search fields. In this example will perform a title search for CT 6185 / 97.
 - Prefix Type choose 'CT Certificate of Title' from field drop-down
 - Volume enter number, e.g. 6185
 - Folio enter number, e.g. 97
- 8. Click on Search.



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Update an incorrect development location



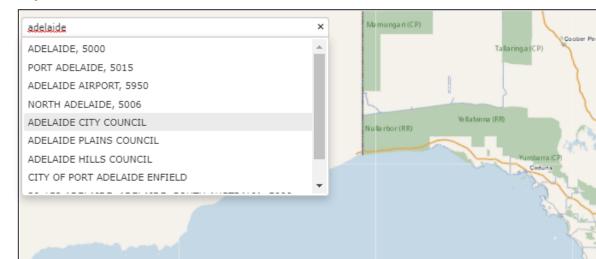
Map Search

There are a number of options to find the location using the map.

1. Type suburb, address or council area for example within **the Search for address or suburb** field to make a selection from a list of results.

Example, search by council area then make selection from the list of matches.

Map Search





Map Search



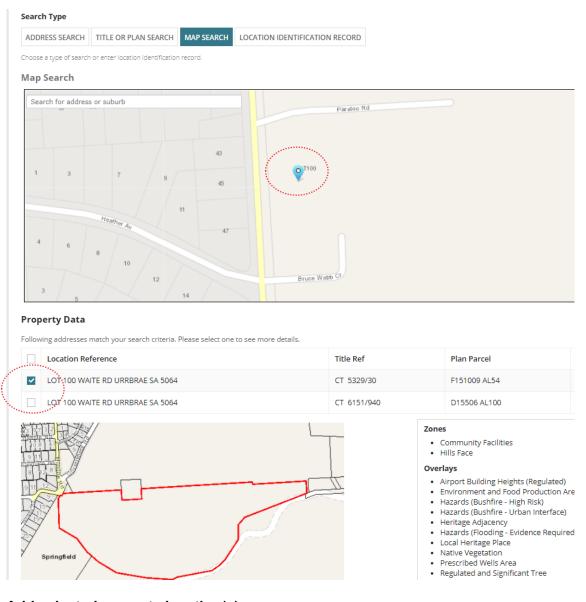
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- 3. Left click mouse on the property location to 'drop a pin' and show the property data.
- 4. Click on the Location checkbox/s to select.
- 5. The **map viewer** shows the selected lot/s.



Add selected property location(s)

Click Add Selected.

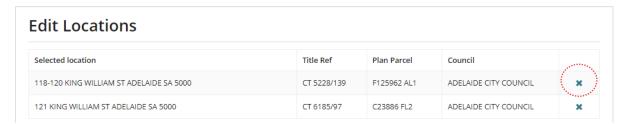


Update an incorrect development location



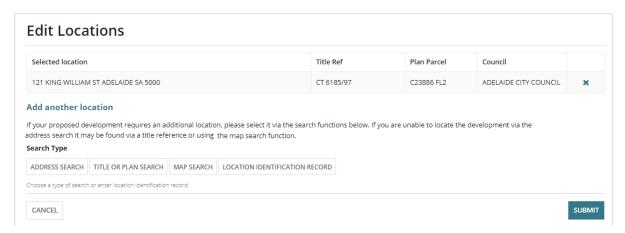
Remove the incorrect property location

10. Remove 'X' the incorrect address within the Edit Locations page.

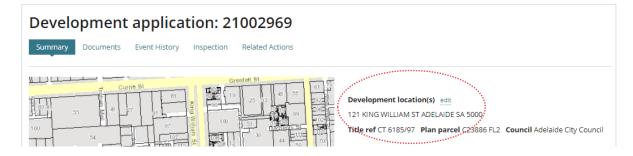


11. Click Submit.

How to...



The **Development Application – Summary** pages shows with the new development location.



12. Click on the **consent** with the status of 'In Verification' to resume.

