

Process an extension of time

Where the applicant has requested an extension:

1. Search for the application using the **ID** provided and remove 'Assigned to Me only' to show all results.
2. Click on the **application** and not the **ID** number to show the application details.
3. Click on the applicable consent showing a status of 'Requested'.

1 results for: "23049639"

Assigned to me only

| ID | Owner | Location | Nature of Development | Relevant Authority | Lodged | Status | Days |
|----------|------------|--------------------------------------|-----------------------|------------------------------------------|-------------|--------|------|
| 23049639 | E Eighteen | 162 THE PARADE NORWOOD SA 5067, test | house | City of Norwood, Payneham and St. Peters | 18 Dec 2023 | Lodged | |

STATUS DETAIL CONTACTS SUMMARY

Application 23049639

| Planning consent | Assessment in progress |
|-------------------------|--------------------------------|
| Verification | ✓ Completed 18 Dec 2023 |
| Fee Payable | ✓ Payment received 12 Jan 2024 |
| Request for information | ✓ Responded 19 Dec 2023 |
| Request for information | Requested 30 Jan 2024 |

4. Click on the **RFIs** tab to view the request and the 'Process extension of time' action.
5. Click on the **Process extension of time** to grant and/or refuse an extension and upload the applicant's request.

i The active clock is currently paused and the timeframe to issue a request for further information is on hold.

Send Request For Information

Send a request for Information to the Main Contact as Relevant Authority

Further information requests

| Requested by | Requested date | Due date | Response date | Request Document | Action(s) |
|---------------------------------------------------------------------------------|----------------|-------------|----------------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assessment panel/Assessment manager at City of Norwood, Payneham and St. Peters | 19 Dec 2023 | 22 Mar 2024 | 19 Dec 2023 | Download request document | View Response Details View Decision History Process extension of time View applicant correspondence |
| Assessment panel/Assessment manager at City of Norwood, Payneham and St. Peters | 29 Jan 2024 | 1 May 2024 | Pending Applicant Response | Download request document | Provide further information Recall Request |

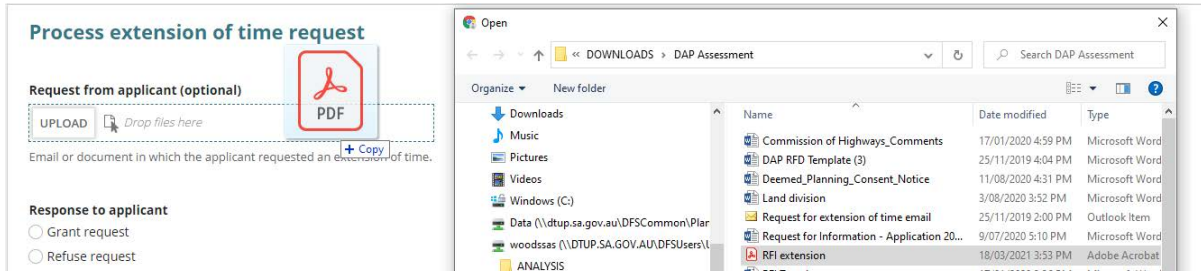
How to...

Perform an extension of time for an applicant to respond with further information



6. Click on **Upload** and navigate to the folder where the request is saved.

7. Drag-and-drop the document into the **Drop files here** field.



8. Choose the applicable Grant Request or Refuse Request response to the applicant.

- **Grant Request:** select the 'new expiry date' and then **Grant Request**.

Process extension of time request

Request from applicant (optional)

 **request**
DOCX - 21.64 KB

 Drop files here

Email or document in which the applicant requested an extension of time.

Response to applicant

Grant request

Refuse request

Date of issue 30 Jan 2024

Current expiry date 1 May 2024

New expiry date*

GO BACK

GRANT REQUEST

How to...

Perform an extension of time for an applicant to respond with further information



- **Refuse Request:** provide a 'reason' and then **Refuse Request**.

Process extension of time request

Request from applicant (optional)

request
DOCX – 21.64 KB

Drop files here

Email or document in which the applicant requested an extension of time.

Response to applicant

Grant request

Refuse request

Reason for refusal*

2nd extension request

Maximum 500 characters.

GO BACK

REFUSE REQUEST

9. Confirmation of the extension of time request refused or granted shows, click on **Back to Consent** to complete the action.

Extension of time request granted

The expiry date for the further information request issued 29 Jan 2024, pertaining to Planning Consent on Development Application 23049639 is now 16 May 2024.

The application's nominated contact person has been sent an 'Extension of time granted' document informing them of the revised date.

BACK TO CONSENT

The consent **Further information request** screen shows. When an extension to the timeframe is granted, the date showing in the **Due Date** field will reflect the extended date and the 'primary contact' is notified of the extension.

The active clock is currently paused and the timeframe to issue a request for further information is on hold.

Send Request For Information

Send a request for information to the Main Contact as Relevant Authority

Further information requests

| Requested by | Requested date | Due date | Response date | Request Document | Action(s) |
|---------------------------------------------------------------------------------|----------------|-------------|----------------------------|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assessment panel/Assessment manager at City of Norwood, Payneham and St. Peters | 19 Dec 2023 | 22 Mar 2024 | 19 Dec 2023 | Download request document | View Response Details View Decision History |
| Assessment panel/Assessment manager at City of Norwood, Payneham and St. Peters | 29 Jan 2024 | 16 May 2024 | Pending Applicant Response | Download current request document | Process extension of time View applicant correspondence Provide further information Recall Request View Decision History |