

## Government Architect referrals and pre-lodgement agreements

This fact sheet provides information about referrals to the Government Architect and procedural information associated with Design Review Panel (DRP) sessions.

It is produced by the Planning and Land Use Services (PLUS) Planning and Development section of the Attorney-General's Department (AGD), which offers a free pre-lodgement case management service.

### **Do all applications require a referral to the Government Architect?**

The following applications are referred to the Government Architect:

- Developments \$10 million or more in value in the City of Adelaide
- Developments 5 storeys or more in height in those parts of the Design Overlay in the following areas:
  - City of Burnside
  - City of Prospect
  - The Corporation of the City of Unley
  - City of West Torrens
  - The Corporation of the City of Norwood Payneham and St Peters
  - City of Holdfast Bay.
- Developments \$3 million or more in value in those parts of the Design Overlay in the City of Port Adelaide Enfield.

### **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 provides advice in relation to your design during pre-lodgement.

The Government Architect is a referral body that 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 State Planning Commission (SPC) is the approval authority for development proposals eligible for the pre-lodgement process.

## How and when should the Government Architect be contacted?

If you are using our 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 to your project.

## What is the Design Review Panel?

The DRP supports the Government Architect in giving independent advice on the design quality of development proposals to you, which then informs the Government Architect's advice to the approval authority.

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, the DRP will review a proposal at least 3 times. A review session will involve:

- your presentation
- commentary from PLUS Planning and Development case managers relating to key planning policy issues that should be taken into account in the proposal
- a review by the panel.

A recommendations report is provided by the Government Architect to the applicant 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 in its assessment.

## What is the format of the Design Review Panel sessions?

Each session is generally scheduled for around 1 hour and focuses on a number of issues relating to the design quality of the proposal. The format of the sessions is as follows:

- you briefly introduce the proposed scheme, its aims and general concepts
- your design team explains the scheme with reference to presented materials
- your case manager outlines any key planning issues 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
- you make 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 SPC and do not obtain a pre-lodgement agreement before your application is lodged, your application will be subject to a 30 business day 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 ask the State Commission Assessment Panel (SCAP) to 'stop the clock' on the application to request further information.

## What can the Government Architect recommend to SCAP following a referral?

Generally, the Government Architect may recommend one of 3 options:

- **Supported/no comments**

The proposal has no outstanding design issues and satisfies the Government Architect's criteria. The DRP is not required.

- **Reasonably acceptable/with comments**

The Government Architect accepts the proposal in general, but requires certain issues to be addressed in the next phase. The DRP 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 DRP. You are advised to ask the approval authority to 'stop the clock' or withdraw the application to allow for this process. If this does not occur, the Government Architect is unlikely to support the project.

## Further information

You can download a pre-lodgement pack from [plan.sa.gov.au/en/pre-lodgement](http://plan.sa.gov.au/en/pre-lodgement) or ask PLUS Planning and Development section to mail it to you.

To discuss your needs, contact our **Inner Metro Development Assessment Team** by calling 1800 752 664 or email [PlanSA@sa.gov.au](mailto:PlanSA@sa.gov.au) or the **Office for Design and Architecture SA** at [odasa@sa.gov.au](mailto:odasa@sa.gov.au).