



**ACT**  
Government

Environment and  
Sustainable Development

# *Planning (Exempt Development) Regulation 2023*

## Information for adjoining resident about proposed exempt development

To be completed by the proponent and provided to each adjoining resident.

### Why are you receiving this information?

The exemption criteria for demolition and development of single dwellings requires that information about the proposed development is provided to you as an adjoining resident. Development can be exempt from the need for a development application (DA) if it meets specified criteria. This type of development is known as 'DA exempt development'.

If you are a tenant, please consider forwarding a copy of this information and the plans to the lessee or their managing agent.

### What you should receive

1. Completed information sheet (printed legibly and clearly in at least A4) explaining that development is proposed for the site indicated below; and
2. If the proposed development is a single dwelling a copy of each relevant plans, such as site plan, elevation plan and shadow diagrams (clearly printed in at least A4). A copy of the floor plan is **not** required to be provided. If the proposed development is only for the demolition of a single dwelling no plans are required to be provided.

### What this means for you

The information sheet and attached plans (if required) have been provided for your **information** only. Prior to any construction commencing, a private building certifier must confirm the development proposal meets the DA exemption criteria.

If the proposal meets all the DA exemption requirements:

- no DA is required and there is no public notification or right of review; and
- a building approval can be granted, and work can commence without any further notice.

### LEASE OR SITE DETAILS

If more than two leases/sites please attach the following details for each additional lease/site on a separate sheet

Block/s: \_\_\_\_\_

District: \_\_\_\_\_

Section: \_\_\_\_\_

Street Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

Please tick:

- ☐ Single dwelling  
☐ Demolition

### NOMINATED PERSON CONTACT DETAILS

If you have any questions about the proposed development, please contact the nominated person which may be the proponent, builder or building certifier. They can discuss the proposal with you.

Contact name: \_\_\_\_\_

Role (ie owner, builder, certifier): \_\_\_\_\_

Phone number: \_\_\_\_\_

Alternative phone number: \_\_\_\_\_

Contact email: \_\_\_\_\_

**NOTE:** If the building certifier determines the proposed development does not meet the DA exemption requirements a DA will have to be lodged by the proponent and you will be notified during the public consultation phase of the DA process.

### More information

For more general information about DA exemptions, please visit the ACT Planning Website at <https://www.planning.act.gov.au/home>.