



LATROBE CITY COUNCIL

**AGENDA FOR THE
ORDINARY COUNCIL**

**TO BE HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 5.30PM ON
01 JULY 2013**

CM413



Latrobe Community **Vision**

"In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership."

Council **Mission**

Latrobe City continues to implement the values, corporate directions and partnerships necessary to bring reality to the Latrobe's 2026 community vision for a liveable and sustainable region with collaborative and inclusive community leadership.

Council **Values**

Latrobe City Council's values describe how it is committed to achieving the Latrobe 2026 community vision through:

- Providing responsive, sustainable and community focused services;
- Planning strategically and acting responsibly;
- Accountability, transparency and honesty;
- Listening to and working with the community; and
- Respect, fairness and equity.

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1. OPENING PRAYER

Our Father in Heaven, hallowed be your Name, your kingdom come, your will be done on earth as in Heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours now and forever.

AMEN

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

We respectfully acknowledge that we are meeting here today on the traditional land of the Braiakaulung people of the Gunnai/Kurnai Clan and pay our respect to their past and present elders.

3. APOLOGIES AND LEAVE OF ABSENCE**4. DECLARATION OF CONFLICT OF INTEREST****4.1 DECLARATION OF INTEREST**

Direct and indirect interests - Section 77a(1) local government act 1989

A relevant person has a conflict of interest in respect of a matter if the relevant person has a direct interest or indirect interest in the matter.

5. ADOPTION OF MINUTES**RECOMMENDATION**

That the minutes of the Ordinary Council Meeting meeting held on 24 June 2013 be confirmed.

6. PUBLIC QUESTION TIME

Suspension of Standing Orders for Members of the Public to Address Council

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7. ITEMS HELD OVER FOR REPORT AND/OR CONSIDERATION

Council Meeting Date	Item	Status	Responsible Officer
19/09/11	Traralgon Activity Centre Plan Key Directions Report	That having considered all submissions received in respect to the Stage 2 Key Directions Report September 2011, Council resolves the following: 1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until: (a) Council has been presented with the Traralgon Growth Area Review (b) Council has received information on the results of the Latrobe Valley Bus Review 2. That Council writes to the State Government asking them what their commitment to Latrobe City in respect to providing an efficient public transport system and that the response be tabled at a Council Meeting. 3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions. 4. That the Communication Strategy be amended to take into consideration that the November/December timelines are inappropriate to concerned stakeholders and that the revised Communication Strategy be presented to Council for approval. 5. That in recognition of community concern regarding car parking in Traralgon the Chief Executive Officer establish a Traralgon Parking Precinct Plan Working Party comprising key stakeholders and to be chaired by the Dunbar Ward Councillor. Activities of the Traralgon Parking Precinct Plan Working Party to be informed by the Communication Strategy for the Traralgon Activity Centre Plan Stage 2 Final Reports (Attachment 3).	General Manager Governance
5/12/11	Investigation into Mechanisms Restricting the sale of Hubert Osborne Park Traralgon	That a draft policy be prepared relating to Hubert Osborne Park and be presented to Council for consideration.	General Manager Governance
19/12/11	Traralgon Greyhound Racing Club – Proposed Development and Request for Alterations to Lease	That a further report be presented to Council following negotiations with the Latrobe Valley Racing Club, Robert Lont and the Traralgon Greyhound Club seeking Council approval to the new lease arrangements at Glenview Park.	General Manager Recreational, Culture & Community Infrastructure

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
3/12/12	Public Highway Declaration – Verey Lane, Morwell	<ol style="list-style-type: none"> 1. That Council write to Jammatt Pty Ltd and Nestlan Pty Ltd requesting that they remove all obstructions from the road reserve contained in Certificate of Title Volume 9732 Folio 422, being part of Verey Lane, Morwell, pursuant to Schedule 11, Clause 5 of the <i>Local Government Act</i> 1989. 2. That Council approach Jammatt Pty Ltd and Nestlan Pty Ltd regarding the possible transfer of the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, being part of Verey Lane, Morwell. 3. That Council obtain an independent valuation of the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, owned by Jammatt Pty Ltd and Nestlan Pty Ltd as a basis for negotiations. 4. That Council seek agreement from the owners of the properties at 24-28 Buckley Street, Morwell, to contribute towards the costs of acquiring the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, from Jammatt Pty Ltd and Nestlan Pty Ltd. 5. That Council write to Simon Parsons & Co. requesting that the temporary access to 24-28 Buckley Street, Morwell, be extended past 31 December 2012. 6. That a further report be presented to Council detailing the outcomes of discussions with Jammatt Pty Ltd and Nestlan Pty Ltd and the owners of the properties at 24-28 Buckley Street, Morwell. 	General Manager Governance

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
3/12/12	Geotechnical Investigation and Detailed Design Remediation Treatments of Landslips	<ol style="list-style-type: none"> 1. That Council resolve that the geotechnical investigations and detailed design for the remediation treatment of landslips meets the requirements of Section 186 of the <i>Local Government Act 1989</i> and that the contract must be entered into because of an emergency. 2. That Council resolves to enter into a schedule of rates contract with GHD Pty Ltd for the geotechnical investigations and detailed design for the remediation treatment of landslips due to it being an emergency. 3. That a report be presented to a future Council meeting at the completion of the geotechnical investigations and detailed design for the remediation treatment of landslips outlining the actual costs incurred. 4. That Council authorise the Chief Executive Officer to advise those residents impacted by landslips of Council's process and timelines for remediating landslips throughout the municipality. 	General Manager Recreation, Culture & Community Infrastructure
18/02/13	Affordable Housing Project – Our future our place	<ol style="list-style-type: none"> 1. That Council proceeds to publically call for Expressions of Interest as a mechanism to assess the viability and interest in developing an affordable housing project on land known as the Kingsford Reserve in Moe. 2. That a further report be presented to Council for consideration on the outcome of the Expression of Interest process for the development of an affordable housing project on land known as the Kingsford Reserve in Moe. 	General Manager Recreation, Culture & Community Infrastructure
18/03/13	Proposed Sale of Land – Franklin Street, Traralgon	That Council defer considering this matter to the first meeting in September 2013.	General Manager Governance

**ORDINARY COUNCIL MEETING AGENDA
01 JULY 2013 (CM413)**

Council Meeting Date	Item	Status	Responsible Officer
22/04/13	Latrobe Regional Motorsports Complex	<ol style="list-style-type: none"> 1. That Council reconvene the Latrobe Regional Motorsports Complex Advisory Committee to investigate current levels of commitment to the Motor Sport Complex and to identify the facilities desired by interested parties. 2. That prior to November 2013, a report is provided to Council detailing the outcomes from the meetings and a recommendation for the future of the project. 3. That Council seek further advice from Energy Australia in relation to the availability of land for the development of a motorsports complex. 	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Latrobe City International Relations Advisory Committee - Amended Terms of Reference	That the item be deferred pending further discussion by Councillors relating to the Terms of Reference.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Latrobe City International Relations Advisory Committee - Motion Re: Monash University	That the item be deferred until after the amended Terms of Reference for the Latrobe City International Relations Advisory Committee have been considered by Council.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Latrobe City International Relations Advisory Committee - Motion Re: Australian Garden Opening	That the item be deferred until after the amended Terms of Reference for the Latrobe City International Relations Advisory Committee have been considered by Council.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Proposed Sister Cities Visit - 2013/2014 Music Exchange Program	That the item be deferred to budget discussions and included therein.	General Manager Recreation, Culture & Community Infrastructure

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
6/05/13	Former Moe Early Learning Centre	<ol style="list-style-type: none"> 1. That a community engagement process be undertaken to inform a potential Expression of Interest for funding from the State Government's <i>Putting Locals First Program</i> to redevelop the former Moe Early Learning Centre as a centre for community organisations, addressing the stated funding criteria. 2. That subject to the community engagement process identifying a community need meeting the funding criteria, that an Expression of Interest for funding from the State Governments Putting Locals First Program be prepared and submitted. 3. That a further report be presented to Council for consideration outlining the draft design of the former Moe Early Learning Centre based on feedback received during the community engagement process. 	General Manager Community Liveability
20/05/13	Proposed Removal of Eucalyptus Saligna, Sydney Blue Gum from Agnes Brereton Park Traralgon	<ol style="list-style-type: none"> 1. That Council defers any decision on the removal of the Sydney Blue Gum discussed in Agnes Brereton Park, Traralgon and seeks submissions from the community on the proposed tree removal. 2. That a further report be presented to Council following the public consultation process to provide details of community opinion on the proposed tree removal. 3. That Council informs all affected parties of its decision. 	General Manager Recreation, Culture & Community Infrastructure

ORDINARY COUNCIL MEETING AGENDA 01 JULY 2013 (CM413)

Council Meeting Date	Item	Status	Responsible Officer
20/05/13	Draft Domestic Animal Management Plan 2013-17	<ol style="list-style-type: none"> 1. That Council releases the draft Domestic Animal Management Plan 2013-17 for public comment. 2. That a copy of the draft Domestic Animal Management Plan 2013-17 be forwarded to all relevant stakeholders; be made available for viewing at Council Service Centres and Libraries and on Council's website; and public notices placed in the Council Noticeboard inviting community comment. 3. That written submissions in relation to the draft Domestic Animal Management Plan 2013-17 be received until 5 pm on Monday, 17 June 2013. 4. That following the community consultation process a further report is presented to Council detailing all submissions received and presenting a Domestic Animal Management Plan 2013-17 for consideration. 	General Manager Community Liveability
03/06/13	Request To Improve Visibility Of Signage At McDonalds Restaurant Moe	<ol style="list-style-type: none"> 1. That Council resolve to allow the removal of trees impacting visibility of the McDonalds Moe sign, with the following conditions: <ul style="list-style-type: none"> • No works/removal of trees are undertaken until such time that a detailed landscaping plan is provided to and approved by Council; • No works/removal of trees are undertaken until such time that a detailed landscaping plan is provided to and approved by the land owner, Vic Roads. • Upon approval of a landscaping plan, all works are undertaken by a suitably qualified arborist and landscape gardener. • That all costs associated in relation to above are borne by the franchisee of McDonalds Moe. 	General Manager Recreation, Culture & Community Infrastructure
03/06/13	City Image Strategy	<ol style="list-style-type: none"> 1. That Council indefinitely defer further consideration of the draft City Image Strategy. 	General Manger Governance
24/06/13	LCC-70 Provision of urban tree pruning	<ol style="list-style-type: none"> 1. That this matter be deferred until the Ordinary Council Meeting on 1 July pending further information regarding the scoring of track record. 	General Manager Governance

NOTICES OF MOTION

8. NOTICES OF MOTION

**8.1 2013/10 - NOTICE OF MOTION - AGREEMENT BETWEEN
GIPPSTAFE & UNIVERSITY OF BALLARAT**

Cr Christine Sindt

That Council obtain a copy of the agreement between GippsTAFE and the University of Ballarat with a view to determining whether the conferring of degrees by GippsTAFE is a franchise agreement, and whether the agreement is in the interests of the Latrobe City community.

8.2 2013/11 – NOTICE OF MOTION – GIPPSLAND WATER

Cr Christine Sindt

That Latrobe City Council supports an investigation into the operations of Gippsland Water with regard to the following questions and issues:

- Does every water authority have to submit a water plan to the ESC each year, or is it only when a 'substantial event' has occurred? Commissioner Dennis Kavagna has stated there are 5 x 1 year water plans yet East Gippsland Water refer to a 5 year plan, and Gippsland Water say they are obliged to submit a plan every year?**
- Why were there no Gippsland Water board members present at Water Plan 3 public meetings?**
- If CPI is consistent across the State then why do water plans have to be submitted every year to ESC?**
- Confusion remains on how compounding interest is applied particularly from a customer perspective. For example in Water Plan 2 Gippsland Water said there would be a 71.4% increase in 5 years however the real increase was close to 100%. Surely there is a better system where consumers can be provided with the 'real' price increases.**
- Gippsland Water state that environmental contributions fall under the Water Industry Act 1994 but Gippsland Water actually operate under the Water Act 1989? How does this work?**
- With regards to the Loch Sport project reference is made that 1500 dwellings will be serviced but another reference is made to 2,700 properties. What is correct and how is this explained? Which figure was the project priced at? Current works have commenced on this project but it has not been ratified under Water Plan 3. Government funding was available in Water Plan 2 but if ESC rejected parts of the project in Water Plan 3 what happens to the project? A reference was made in newspapers that 'the tender document' was available yet there are actually a number of tender documents. Gippsland Water commissioned Deloitte to undertake a review with a very narrow terms of reference without including the issues mentioned above which is a waste of money. Allegedly the majority of the Loch Sport community are not in favour of this project and indeed Government has a strategy in place to try and increase population so why is the project happening at all if there is a**

diminishing population that primarily supports holiday homes?

- **Why was Tyers sewerage scheme not factored into water plan 3?**
- **Gippsland Water Factory is allegedly not operating or delivering on its original intent. Customers are currently paying for GWF but if it is not operating as it should then isn't this the same scenario as Wonthaggi Desalination Plant whereby customers were reimbursed. The same should apply to Gippsland Water customers in this instance.**
- **ESC have no oversight of the functions and operations of water authorities. There is no community consultation by ESC and GW on what communities want.**
- **GW in 2004/2005 had no borrowings and this has blown out to \$275 million!**
- **Water Plan 2 costs rose by 100% to effectively fund the construction of GWF. Given these costs are not relevant in Water Plan 3 surely costs should return close to what they were in 2008.**
- **An inquiry needs to be conducted into the failings of Gippsland Water on all the above points.**

**ITEMS REFERRED BY
THE COUNCIL TO THIS
MEETING FOR
CONSIDERATION**

9. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION**9.1 COMPLAINTS RESOLUTION PROCEDURE****General Manager****Governance****For Decision****PURPOSE**

The purpose of this report is to provide Council with the updated Complaints Resolution Procedure 13 PRO-3 for endorsement.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley***Strategic Objectives - Governance***

In 2026, Latrobe Valley has a reputation from conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Latrobe City Council Plan 2012 - 2016***Strategic Direction - Governance***

- Conduct regular review of Latrobe City Council policies to ensure that they reflect the aspirations of the community.
- Ensure that Council decision-making considers adopted policies.

Service Provision – Risk and Compliance

- Administer the policies of Latrobe City Council.

Policy - Council Policy Development Policy 13 POL-6

Policy development has a key role to play in the good governance of Latrobe City Council. Policy sets the broad parameters for guiding and setting the boundaries to influence the actions and operations of the organisation. Policies are designed to provide clear, unambiguous guidelines and to provide continuity and a consistent point of accountability. Policy-making shall therefore follow set procedures to ensure the efficiency of the process and the overall policy framework.

BACKGROUND

At the Ordinary Council Meeting on Monday, 20 May 2013, the Citizen Complaints Policy was considered by Council. Council subsequently resolved:

1. *That Council adopts the Citizen Complaints Resolution Policy [13 POL-6] with the following amendment:*
 - *Remove on page 2 the word (insert) under “a complaint is deemed” section.*
2. *That the Citizen Complaints Resolution Procedure 13PRO-1 be amended to reflect the intent of this policy and for the amended procedure to be brought to Council at the next Council meeting for endorsement.*
3. *That the revised 2013-2016 Council Policy Manual – [13 POL-2] be produced and made available to the public.*

A further report was presented to Council on 3 June 2013, advising that further time was required for officers to complete a thorough review of the procedure and proposing that the procedure be presented to Council at the first Ordinary Council Meeting in July.

Council subsequently resolved:

1. *That Council note that officers are currently undertaking a thorough review of the Citizen Complaints Resolution Procedure to ensure that it accurately reflects the direction of Council as outlined in the adopted Citizen Complaints Resolution Policy 13POL-6.*
2. *That the reviewed Citizen Complaints Resolution Procedure be presented to Council for endorsement at the first Ordinary Council Meeting in July 2013.*

**ORDINARY COUNCIL MEETING AGENDA
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The Citizen Complaints Resolution Procedure 13PRO-1 has now been updated to support the effective implementation of the Citizen Complaints Resolution Policy 13POL-6.

ISSUES

In accordance with the Council Policy Development Policy 13 POL-6, Council adopts all policies that guide Latrobe City Council. Operational Frameworks and procedures provide more detailed direction to staff and as such are approved by the CEO or general managers. This approved procedure is now presented to Council as per the resolution on 20 May 2013.

Following the adoption of the Citizen Complaints Resolution Policy 13POL-6, staff were immediately advised of the change to the policy relating to the acceptance of formal complaints in writing only.

The change to the policy relating to the reporting of complaints required officers to explore and implement system changes. Subsequent to this work being completed, officers have updated the Citizen Complaints Resolution Procedure 13 PRO-1 to ensure that it appropriately reflects the direction of Council and provides clear guidance to staff on how the policy is to be implemented.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014. Appropriate complaints handling reduces the risk of damage to Council's reputation.

There are no financial implications as a result of this report; however the implementation of the new policy and procedure may result in some additional costs relating to system and software changes and will result in increased staff time to implement the additional reporting requirements to Councillors.

INTERNAL/EXTERNAL CONSULTATION

No consultation was undertaken for the preparation of this report.

OPTIONS

1. Endorse the Citizen Complaints Resolution Procedure 13 PRO-3.
2. Not endorse the Citizen Complaints Resolution Procedure 13 PRO-3.
3. Request further information.

CONCLUSION

At the Ordinary Council Meeting on Monday, 20 May 2013 Council adopted a revised Citizen Complaints Resolution Policy 13 POL-6 and requested that a review be undertaken on the Citizen Complaints Resolution Procedure 13 PRO-1.

A thorough review of the procedure has now been undertaken to ensure that it accurately reflects the direction of Council and that staff have clear guidance on how the Policy is to be implemented.

Attachments

1. Citizen Complaints Procedure 13 PRO-3
2. Citizen Complaints Procedure Flow Chart

RECOMMENDATION

- 1. That Council endorse the Citizen Complaints Resolution Procedure 13 PRO-3.**
- 2. That the Citizen Complaints Resolution Policy 13 PRO-6 be updated to refer to the appropriate procedure.**

9.1

Complaints Resolution Procedure

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Document Name	Citizen Complaints Resolution Procedure
Version Number	1
Approved by	General Manager Governance
Effective Date	25.07.13
Date of Last Review	n/a
Superseded Documents	Citizen Complaints Resolution Procedure 13 PRO-2
Document Number	Citizen Complaints Resolution Procedure 13 PRO-3
Responsible Area	Governance
Associated Documents	Citizen Complaints Resolution Policy Customer Service Plan Responding to Your Concerns document Citizen Complaints Procedure Flowchart

1. Purpose and Scope

The purpose of this procedure is to provide guidance on how to record and action citizen complaints as per *Citizen Complaints Resolution Policy 13 POL-6*.

The procedure applies to all Latrobe City Council staff, contractors and volunteers.

2. Definitions

Complaint - A complaint is defined as an expression of dissatisfaction with Latrobe City Council's level and quality of service, policies or procedures. Dissatisfaction may arise from the service provided by Latrobe City Council staff, councillors, contractors and systems or from the impact of a particular policy or procedure.

A complaint is deemed:

- A request for service which is not responded to in a proper and timely manner by council.
- A request for information, documentation or explanation of policies or procedures or decisions of Council not responded to in a proper and timely manner by council.
- A report of damage or faulty infrastructure not responded to in a proper and timely manner by council.
- A report of a hazard not responded to in a proper and timely manner by council.
- A report concerning neighbours or neighbouring property not responded in a proper and timely manner by council.
- The lodgement of an appeal in accordance with a procedure or policy not responded to in a proper and timely manner by council.



Complainant - The term 'complainant' refers to any person lodging a complaint.

3. Procedure

All Latrobe City Council staff are responsible for handling complaints.

Complaints must be submitted *in writing* through any of the following channels:

- At the front desk of a service centre
- Handed to a Latrobe City Council staff member within working hours
- Through the Latrobe City Council website
- Via a letter, email or fax

If a complaint is submitted anonymously, it will be considered by the relevant team however the responding elements of this procedure will not apply.

During work hours, staff should follow the instructions outlined in this procedure. Outside of work hours, staff should acknowledge the complaint, advise that Latrobe City Council welcomes all feedback and request that the complainant officially lodge the complaint in writing.

All complaints will be recorded and responded to using LCMS. This ensures that the organisation meets all records and reporting requirements.

Actioning a complaint

When a staff member receives a complaint, the following steps must be undertaken:

1. If the complaint is received in hard copy, it is to be forwarded to the Information Management team immediately for processing. If the complaint is received electronically, it will need to be logged directly in LCMS by the recipient. In both instances, the complaint must be tasked to the General Manager of the relevant division for consideration.

Note: The initial document ID created in LCMS will act as the internal reference number for the life of the complaint and should be stated on all written correspondence.

2. The General Manager must acknowledge the complainant in writing within three (3) business days (a template for the initial response letter is available in LCMS). After the response letter has been sent, the General Manager receiving the complaint may delegate it to another officer for resolution by re-tasking the document and setting the 'completed by' date for seven (7) working days.



3. The officer receiving the complaint will action it within seven (7) business days (adhering to the overall ten (10) business day timeframe). The complainant must be kept informed of the progress of the complaint throughout the resolution process. Every stage in resolving the complaint, including contact with the complainant, must be captured as a 'note' in LCMS. Any related documents must be bound to the original document, using the 'bind' feature in LCMS.
4. If the complaint is not finalised after the ten (10) business day period, escalation within LCMS will occur to the actioning officer and all above levels.
5. If no resolution can be achieved, the complainant may be referred to external bodies such as VCAT, the Victorian Ombudsman, a peak body or other such authority.

Registering in LCMS

Details to be entered into LCMS when registering the initial complaint include:

- **Quick Add Profile**

Select quick add profile number 70 to populate relevant fields and include templates

- **Précis**

To be created in a standardised format:

Division Code – Complaint Outline – Complaint Detail

- Division Code can be selected from the following:
 - Comm Liv
 - Eco Sus
 - Exec Off
 - Gov
 - Org Ex
 - RCCI
- Complaint Outline can be selected from the following:
 - Dissatisfaction with timeliness of service
 - Dissatisfaction with quality of service
 - Existing policy
 - Existing procedure
 - Staff behaviour
 - Other
- Complaint Detail will be a summary of the complaint. This is specific to the individual complaint. An example précis for a complaint about our swimming pool temperature would be:
 - RCCI – Dissatisfaction with quality of service – Swimming pool temperature not hot enough at LLMN



- **Internal Reference**

Select from the following:

- Comm Liv
- Eco Sus
- Exec Off
- Gov
- Org Ex
- RCCI

- **Responsible officer**

To be entered as the General Manager of the relevant division.

- **Customer name**

Find or add the customer making the complaint.

- **Subject**

If the Quick Add Profile has been selected, the subject field will be populated with Complaint. Please select other subjects as appropriate.

- **Property**

To be added if a specific property is referenced within the complaint.

- **Notes**

If the Quick Add Profile has been selected, the actioning officer can select from note templates as required and add any additional information.

- **Tasks**

Document to be tasked using the Workflow: General Action NEW
Task Recipient should be entered as the relevant General Manager
Task Deadline should be entered as three (3) days

Important notes:

Throughout the resolution process, any other relevant documents must be bound to the original complaint.

It is the responsibility of the actioning officer to ensure relevant notes are added detailing the steps undertaken to resolve the complaint and any contact points with the complainant. All correspondence, emails, files notes are to be included.

Timeframes

Remember the following timeframes, which apply to all written complaints:

- Acknowledge the complaint in writing within three (3) business days of receipt
- Set a completed by date of seven (7) business days when re-tasking the complaint to an actioning officer
- Aim to resolve the issue within ten (10) business days of the organisation receiving the complaint

If the complaint cannot be resolved in ten (10) business days the complainant will be informed of our progress and provided with: the name of the person responsible for resolving the complaint, the estimated length of time it will take to resolve the



complaint and a timeframe for when they can expect an update from Latrobe City Council.

In all complaints, the complainant should be kept up to date throughout the resolution process and advised when there is an outcome / remedy. The outcome / remedy of a complaint may include:

- Explanation or apology
- Change in decision, policy, procedure, strategy, practice
- Refund of fees, waiver of debt, withdrawal of penalty
- Mediation
- Referral to external agency for investigation

4. Reporting

The policy requires monthly reporting to the Executive Team and Councillors. Effective reporting will help identify any systemic problems with Latrobe City Council procedures and highlight opportunities for improving current practices.

5. Review

This procedure will be reviewed annually by the Manager Community Relations or when any changes to the procedure occur. Any changes will be recorded as a new version and divisional General Manager approval will be required.

Signed:

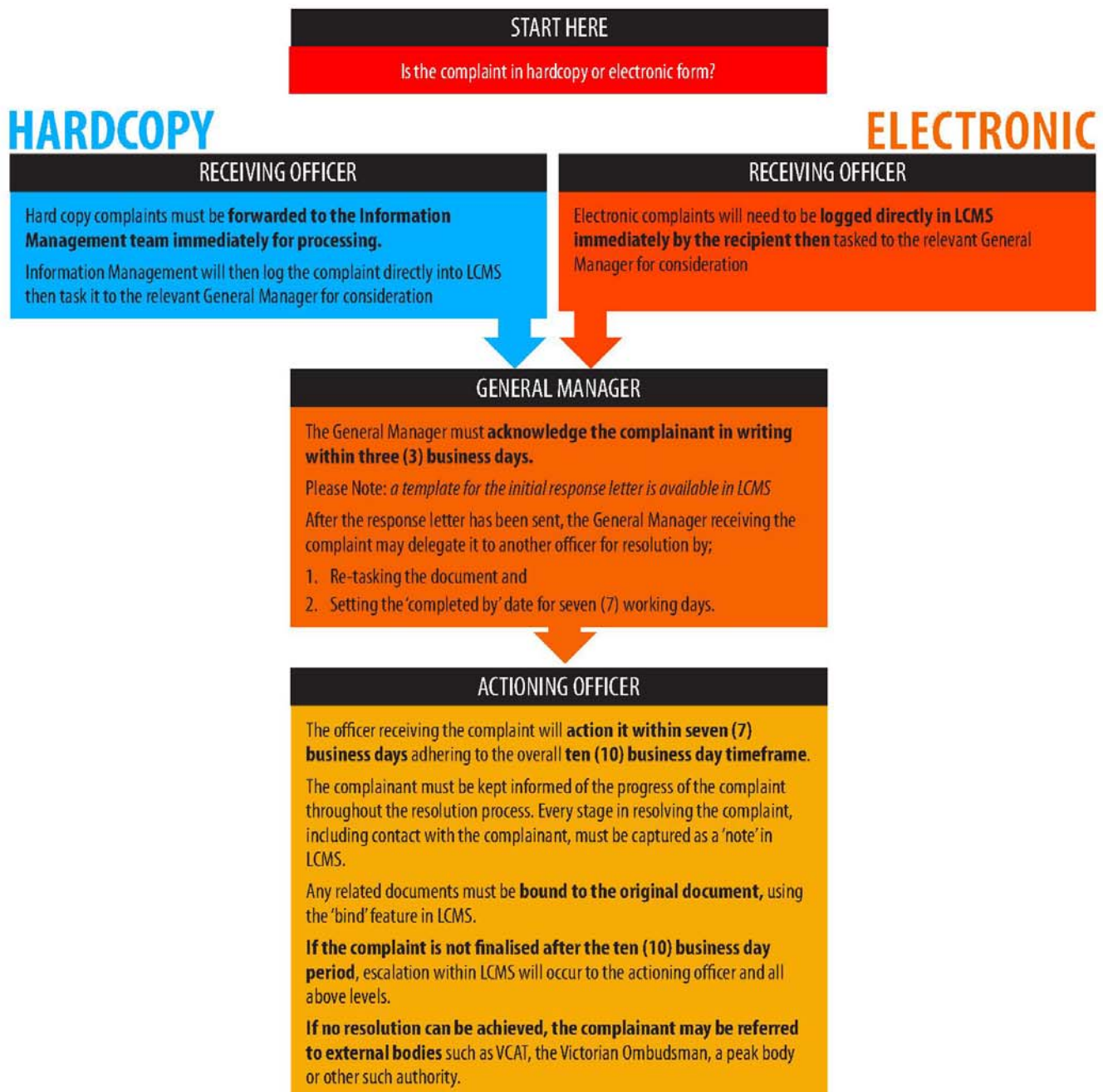
A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

General Manager Governance

Date: **25 June 2013**



Citizen Complaints Procedure Flowchart



9.2 SPECIAL CHARGE SCHEME POLICY REVIEW**General Manager****Recreation, Culture &
Community Infrastructure****For Decision****PURPOSE**

The purpose of this report is to seek an extension to the original timeframe proposed for the review of the Contributory Scheme Policy and Sealing of Unsealed Roads Policy.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Built Environment

In 2026, Latrobe Valley benefits from a well planned built environment that is complementary to its surroundings and which provides for a connected and inclusive community.

Latrobe City Council Plan 2012 – 2016

Promote the integration of roads, cycling paths and footpaths with public transport options and public open space networks to facilitate passive recreation and enhance the liveability and connection of Latrobe City. Support and advocate for integrated transport solutions that improve accessibility to and within Latrobe City.

Promote and support private and public sector investment in the development of key infrastructure within the municipality.

Ensure public infrastructure is maintained in accordance with community aspirations.

Shaping Our Future

An active connected and caring community supporting all.

Services provision – Risk and Compliance

Policy – Council Policy Development Policy 13 POL-6

Policy development has a key role to play in the good governance of Latrobe City Council. Policy sets the broad parameters for guiding and setting the boundaries to influence the actions and operations of the organisation. Policies are designed to provide clear, unambiguous guidelines and to provide continuity and a consistent point of accountability. Policy-making shall therefore follow set procedures to ensure the efficiency of the process and the overall policy framework.

Legislation

Local Government Act 1989

Provides Council with powers to implement a Special Charge Scheme.

Contributory Scheme Policy 11 POL-3

Sealing of Rural Unsealed Roads Policy 11 POL-4

BACKGROUND

At its Ordinary Meeting held on 22 April 2013 while considering the O’Haras Road Special Charge Scheme report, Council resolved the following:

To review the Contributory Scheme Policy and present it to Council within 2 months.

ISSUES

In response to the above resolution, officers have identified a number of individual policies which could be combined into one, outlining Council’s policy on Special Charge Schemes:

1. Contributory Scheme Policy 11 POL-3
2. Sealing of Unsealed Roads Policy 11 POL-4
3. Construction of New Footpaths in Residential Areas Policy 11 POL-4
4. Construction of Pathways in Rural Areas Policy 11 POL-3

Upon review of the abovementioned policies, it was also realised they were written more as procedures outlining in detail, each step taken throughout the entire process, both internally and externally. A significant number of tables, formulas, calculations and minimum eligibility requirements are outlined in the existing policies, which may be confusing to community members.

By combining the existing policies into one Special Charge Scheme Policy, officers will be able to apply the same process principles across all scheme types. This will now provide the community members with a clear definition of each scheme, the contribution percentages, the minimum entry requirements for each scheme type and a mapped process flow outlining the course of action from start to finish and the options available to them.

In order to provide the combined policies as one 'Special Charge Scheme Policy', additional time is required to finalise the document.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

There are no direct financial implications in relation to the reviewing of these Council Policies.

There are no special charge schemes currently coming up for consideration of Council, and as such additional time to review the report will not impact on any schemes.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

This policy has been the subject of an internal consultation process.

OPTIONS

The following options are available to Council:

1. Extend the original timeframe outlined in the resolution to allow for the appropriate review of the four policies mentioned; or
2. Retain the current Contributory Scheme Policy in its current state.

CONCLUSION

To ensure the reviewing officer has adequate time to receive considerations from key internal stakeholders in combining the existing four policies and a review of the single Special Charge Scheme policy, it is requested that a time frame extension be provided.

RECOMMENDATION

- 1. That Council approves the request for extension to allow the review of the Contributory Scheme Policy 11 POL-3 to be presented at an Ordinary Council meeting no later than 16 September 2013**
- 2. That in addition to the review of Contributory Scheme Policy 11 POL-3, Council endorse the review of the following policies and include them for review at an Ordinary Council meeting no later than 16 September 2013:**
 - Sealing of Unsealed Roads Policy 11 POL-4**
 - Construction of New Footpaths in Residential Areas Policy 11 POL-4**
 - Construction of Pathways in Rural Areas Policy 11 POL-3**

**9.3 TRAFFIC INVESTIGATION AT FINLAYSON CRESCENT
TRARALGON**

General Manager

**Recreation, Culture &
Community Infrastructure**

For Decision

PURPOSE

The purpose of this report is to present Council with further information relating to traffic in Finlayson Crescent, in response to a petition requesting the installation of traffic calming devices in Finlayson Crescent, Traralgon.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Built Environment

In 2026 Latrobe Valley benefits from a well-planned built environment that is complementary to its surroundings, and which provides for a connected and inclusive community.

Latrobe City Council Plan 2012 - 2016

Shaping Our Future

Strategic Direction – Built Environment

Ensure public infrastructure is maintained in accordance with community aspirations.

Service Provision – Infrastructure Development

Ensure integration of roads, bike paths, footpaths and public transport options

BACKGROUND

A petition containing 18 signatures (attachment 1) was received on 14 June 2012, requesting that speed humps be installed on Finlayson Crescent, Traralgon, as a permanent solution to addressing speeding vehicles in the street.

At the Ordinary Council meeting on 16 July 2012, it was resolved:

1. That Council agrees to lay the petition requesting the installation of speed humps in Finlayson Crescent, Traralgon, on the table until an Ordinary Council meeting to be held no later than 17 December 2012.
2. That the head petitioner Mrs Maree Lee be advised of Council's decision in relation to the petition requesting the installation of speed humps in Finlayson Crescent, Traralgon.

Following this resolution, traffic counts were undertaken between 14 and 27 August 2012 (attachment 2), and public consultation with residents was completed. The results of these were presented to Council at its Ordinary meeting on 17 December 2012, and Council resolved:

1. That this matter be deferred pending a meeting between interested Councillors and residents to further discuss the issues raised in regards to speeding and hoon activity in Finlayson Crescent.

A meeting between interested Councillors and residents was held on 7 February 2013. At the meeting it was requested that traffic counters should again be placed on Finlayson Crescent at the exact same locations as the counts taken in August 2012. In addition, it was requested that traffic counts also be completed on Pollock Avenue, Traralgon.

These traffic counts were completed on 1 May 2013, and are included in attachment 3 (Finlayson Crescent) and attachment 4 (Pollock Avenue).

At its Ordinary meeting held on 20 May 2013, Council resolved:

1. That this item be deferred until the first meeting in July 2013 to enable Councillors to have further discussions with the residents involved.

ISSUES

The original petition states that there are vehicles several times a day speeding through Finlayson Crescent between Kay Street and Grey Street, and that vehicles enter Finlayson Crescent from the Kay Street crossover at speeds that exceed the speed limit.

In addition, it also expresses concerns that speed humps being installed in other streets around Finlayson Crescent will force more traffic onto Finlayson Crescent. Speed cushions were installed in Cumberland Street in 2009, and speed humps were installed in Roosevelt Street as part of its reconstruction in 2012.

85th Percentile Vehicle Speeds

The speed limit of Finlayson Crescent is 50 km/h, the default speed limit in a built up area.

The accepted major parameter used in assessing vehicle speeds within streets is the 85th percentile speed. The 85th percentile speed is described as the speed that reasonable people tend to adopt, or feel comfortable with, according to the road environment.

Traffic counts taken in August 2012 showed the overall 85th percentile speed of vehicles travelling in Finlayson Crescent was 51.8 km/h, with an average speed of 43.2 km/h.

The most recent traffic counts taken in April 2013 show the overall 85th percentile speed of vehicles travelling in Finlayson Crescent is 52.1 km/h, with an average speed of 43.7 km/h.

Both of these results indicate that there is not a significant speed issue in Finlayson Crescent.

Traffic Volumes

As per Latrobe City Council's Design Guidelines, Finlayson Crescent is classified as a Major Access Street, which means it is designed to carry up to 2000 vehicles per day.

Traffic counts from August 2012 showed that, on average, 546 vehicles per day travelled along Finlayson Crescent. Furthermore, traffic counts from April 2013 show that traffic volumes have fallen to, on average, 500 vehicles per day.

The petition states that more traffic would use Finlayson Crescent as a result of speed humps being installed in other north-south streets nearby, namely Cumberland Street and Roosevelt Street both to the east. However, the results from the traffic counts indicate that traffic volumes are well within the capacity of the street, meaning more traffic could easily be accepted. Furthermore, the results show that traffic volumes have fallen since the counts in August 2012, despite the installation of speed humps in Roosevelt Street in this time.

It should also be noted that both Cumberland Street and Roosevelt Street are classified as Minor Access Streets, meaning they are designed to carry only 500 vehicles per day. Additionally, Gillies Crescent to the west, which does not currently have any traffic calming devices, is also a Minor Access Street running north-south. Installing traffic calming devices on Finlayson Crescent could potentially redirect traffic to Gillies Crescent, which does not have the same design capacity.

Any decision in relation to Finlayson Crescent needs to be considered the overall context of traffic management in this neighbourhood as the installation of traffic calming devices in Finlayson Crescent could also lead to further requests in the future for traffic calming in the surrounding streets.

A map highlighting the road classifications in this area has been included as attachment 5.

Resident Consultation

Letters were sent to 35 properties along Finlayson Crescent and Pollock Avenue requesting feedback on the proposal for speed humps. Of these letters, eight responses were received, with six expressing support for speed humps and two objecting to the proposal.

Pollock Avenue Traffic Counts

As part of the feedback from the meeting between Councillors and residents, it was requested that traffic counts be completed along Pollock Avenue.

Results show that 92 vehicles per day use the south leg of Pollock Avenue, and 64 vehicles per day use the north leg. The 85th percentile speed for both legs was approximately 42 km/h.

However, the results of the traffic counts along Pollock Avenue would bear no influence to the determination of speed humps for Finlayson Crescent.

Traffic Entering and Exiting at Kay Street

Other concerns raised from the meeting with residents was of high speed traffic entering Finlayson Crescent from the Kay Street median, as well as a potential conflict between vehicles exiting Finlayson Crescent at Kay Street and vehicles turning right at the median in Kay Street.

The 85th percentile speed of traffic along Finlayson Crescent is higher northbound (53.8 km/h) than it is southbound (50.0 km/h), indicating vehicles are travelling quicker coming from Kay Street. However, this is still not substantially above the speed limit of the road.

In terms of vehicles turning onto Kay Street, the entries from Finlayson Crescent and the median are both controlled by Give-Way signage. Any vehicle entering from these locations would be required to give way to any vehicle travelling along Kay Street as well as any already at or within the intersection. This is an appropriate treatment for this intersection.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The preliminary estimate of the cost of installing traffic calming devices in Finlayson Crescent is between \$10,000 and \$15,000, depending on the type of devices installed.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

Council Officers held discussions with the head petitioner to discuss the outcome of the August 2012 traffic investigation and to discuss the content of a letter drop that was undertaken to canvass resident support for the installation of traffic calming devices.

A letter and feedback form was delivered to 35 households along Finlayson Crescent and Pollock Avenue.

Details of Community Consultation / Results of Engagement:

Latrobe City Council received eight responses to the letter drop, with six showing support for the proposal and two objecting. This represents a response rate of 23%, with 17% showing support.

OPTIONS

Council has the following options available in relation to this report:

1. Install traffic calming devices in Finlayson Crescent;
2. Not install traffic calming devices in Finlayson Crescent and refer any future occurrences of speeding to Victoria Police.

CONCLUSION

The most recent traffic volumes show that Finlayson Crescent carries, on average, 500 vehicles per day, with an 85th percentile speed of 52.1 km/h. Based on this traffic data, there is not a significant speeding issue in Finlayson Crescent.

Finlayson Crescent is a Major Access Street which has a design capacity much greater than the surrounding streets running north-south, including Gillies Crescent, Cumberland Street and Roosevelt Street.

This means that vehicles should be encouraged to use Finlayson Crescent ahead of these other roads as it has the capacity to take a higher volume of vehicles. Installing speed humps could deter vehicles from travelling along here, and redirect them to lower volume streets, in particular Gillies Crescent, which could create speed and traffic issues elsewhere.

Attachments

1. Petition
2. 2012 Traffic Counts Summary
3. 2013 Traffic Counts Summary
4. 2013 Pollock Av Traffic Counts Summary
5. Surrounding Streets Classification

RECOMMENDATION

- 1. That Council not install traffic calming devices in Finlayson Crescent, Traralgon.**
- 2. That Council write to the head petitioner and all other residents who were invited to express their views informing them of Council's decision.**

9.3

Traffic Investigation at Finlayson Crescent Traralgon

1	Petition	45
2	2012 Traffic Counts Summary	47
3	2013 Traffic Counts Summary	49
4	2013 Pollock Av Traffic Counts Summary.....	51
5	Surrounding Streets Classification.....	53

1/6/2012

CEO
 Mayor and Councillors
 Latrobe City
 P.O. Box 264
 Morwell 3840

Re: SPEED HUMPS FINLAYSON CRESCENT TRARALGON

Please find attached a petition for the installation of speed humps in Finlayson Crescent Traralgon.

Living in this road is causing a great deal of distress to the residents, as there are cars several times a day speeding , to get from Kay to Grey Street or Grey to Kay. At the crossover in Kay St, some drivers heading across into Finlayson Crescent, get up to speeds that well exceed the speed limit.

Given that there are a number of small children and elderly residents it is only a matter of time before some one is injured or killed.

The recent accident in Crinigan Road Morwell where a young child was injured, when the vehicle that hit, was only travelling the recommended speed shows how important speed limits are.

I believe serious consideration should be given to speed humps for the safety of the residents in this area.

There are speed humps in the next street down, and my understanding is that there are humps to be placed in Roosevelt St. This will only increase the volume of traffic and the potential for accidents.

Could you please consider this petition on behalf of the residents of Finlayson Crescent

Yours sincerely

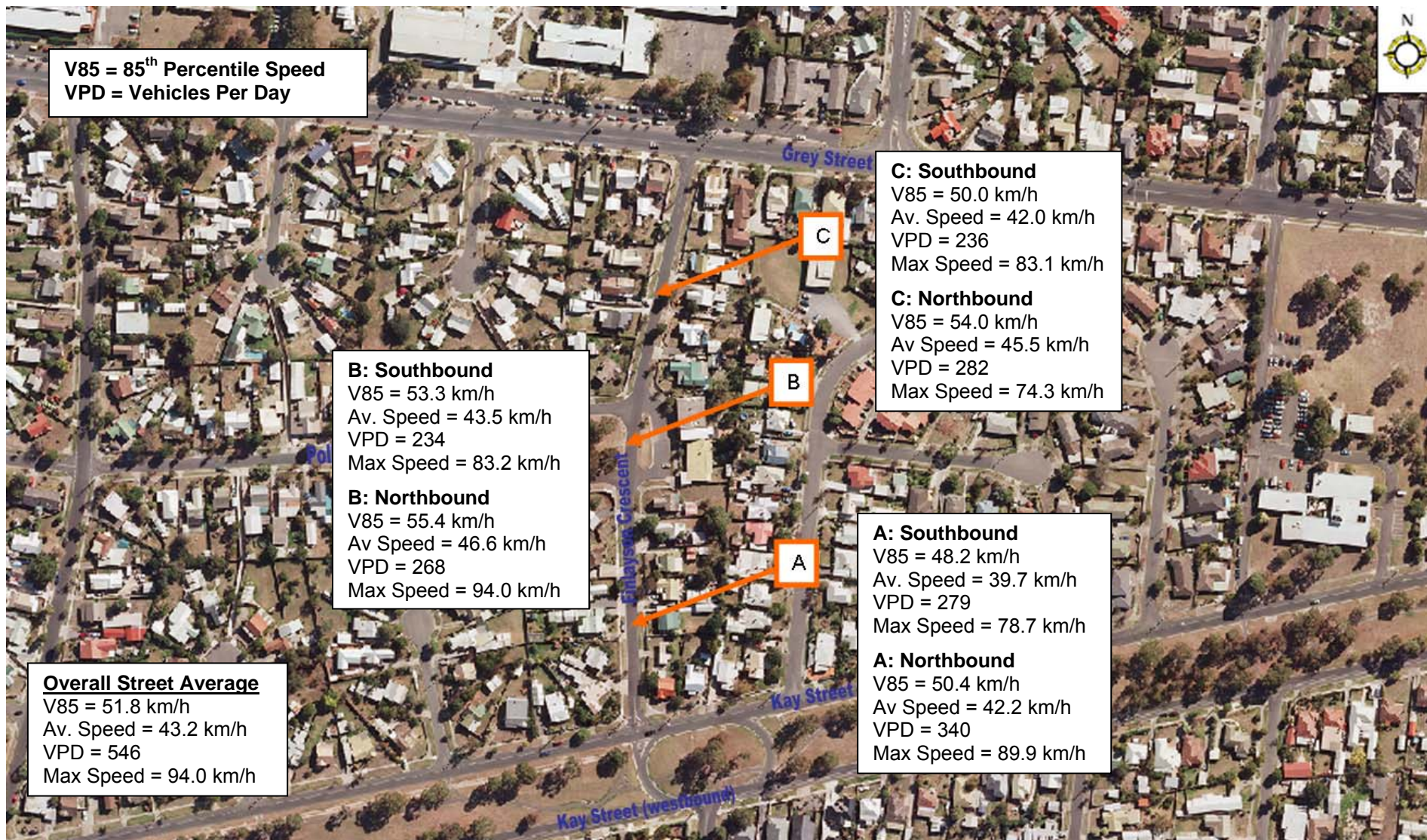
Mlee

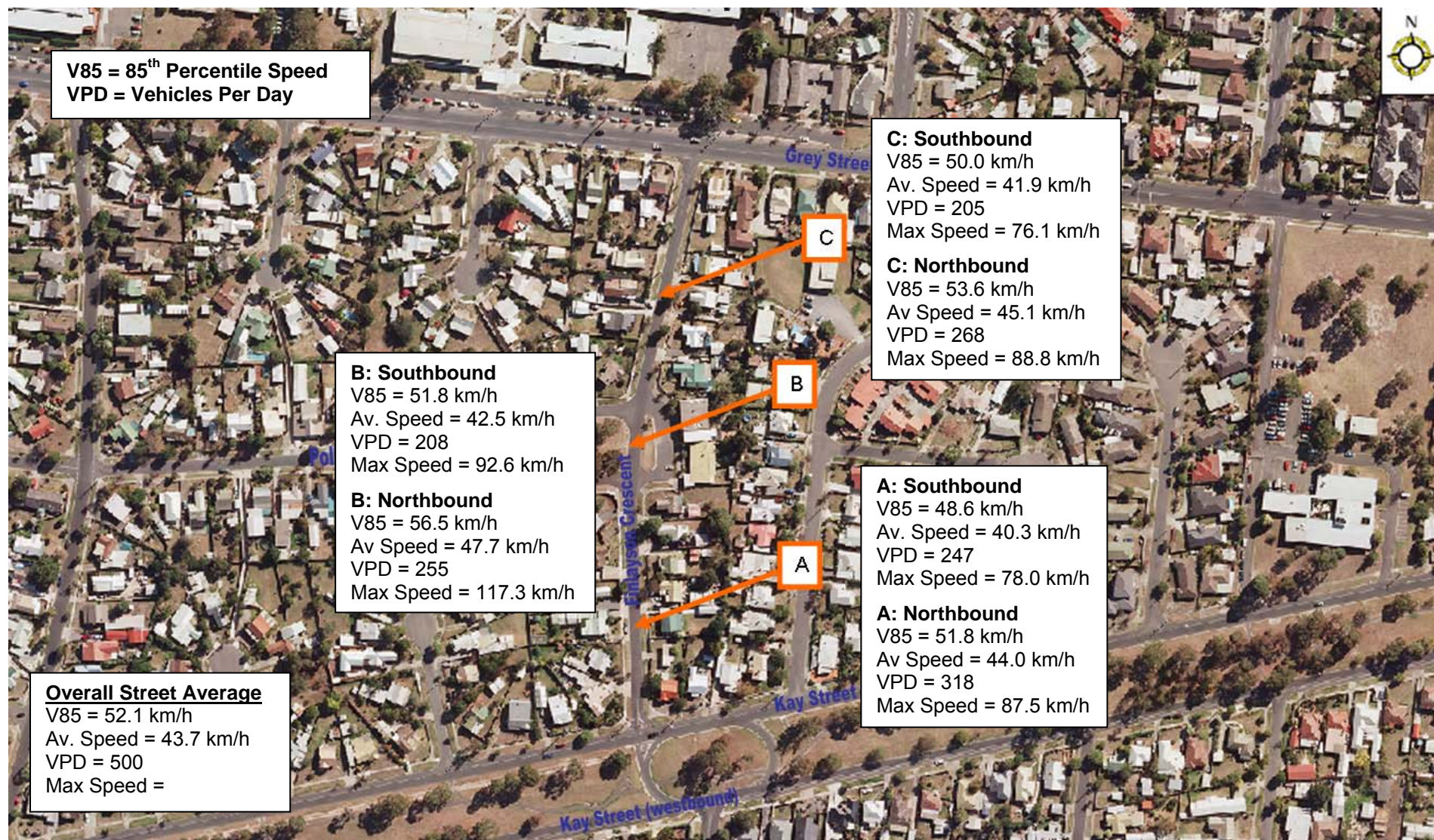
Maree Lee
 2A Finlayson Crescent
 Traralgon

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Petition for speed humps in Finlayson Crescent Traralgon

Name	Address	Signature
Matthew McDonald	01 Finlayson Cres	M. McDonald
Walda Porter	160 Kay St.	W. Porter
Ais LESJES.	17 CLAREMONT CROSS.	A. Lesjes
A. M. ZCUSKEY	3 FINLAYSON CRE	A. M. Zcuskay
L. M. Cluskey	3 Finlayson Cres	L. M. Cluskey
J. HARRIS	5 FINLAYSON CRES.	J. Harris
Rachel Webb	9 Finlayson cres	R. Webb
Mark Webb	9 FINLAYSON CRES	Mark Webb
Jenny Scrivien	12 FINLAYSON CRES	J. Scrivien
MARKFORTE	12 FINLAYSON CRES	M. Forte
D Anderson	8 FINLAYSON CRS	D. Anderson
Mick Gorman.	4 Finlayson Cres	M. Gorman
Don. Porter	160 Kay Street	D. Porter
Heather Isles	6 Finlayson Cree	H. Isles
Sheryl Knowles	5 Pollock Ave	S. Knowles
Nancy deHammel	8 Pollock Ave	N. deHammel
GARY LEE	2A FINLAYSON	G. Lee
MAREE LEE	2A Finlayson Cres	M. Lee









CORRESPONDENCE

10. CORRESPONDENCE

10.1 RATING OF LAND USED FOR MINING PURPOSES

General Manager

Governance

For Information

PURPOSE

The purpose of this report is to provide Council with correspondence received from The Minister for Local Government regarding the rating of land used for mining purposes.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

OFFICER COMMENTS

At the Ordinary Council Meeting held on the 17 December 2012, Latrobe City Council resolved:

That the Mayor write to the Minister for Local Government and the Minister for Energy and Resources requesting that mining areas (i.e. land used for mining purposes) be treated as rateable land under the Local Government Act 1989, and that in the interim royalties currently collected by the State Government for resources mined, be returned to the local community through the host municipality.

Council received a response from the Minister for Local Government on 10 April 2013. A copy of that correspondence is provided in Attachment 1.

The correspondence indicates that the Government does not currently intend reviewing the exemptions under section 154(2) of the Act and royalties will continue to be directed into the State's consolidated fund where it will be used to invest in service delivery, infrastructure development and support to regional communities.

Attachments

1. Minister for Local Government Response

RECOMMENDATION

- **That Council note the correspondence received from The Minister for Local Government.**

10.1

Rating of Land Used for Mining Purposes

- 1 Minister for Local Government Response..... 63**



Minister for Local Government

Ref CMIN045313
File 10/004423

Cr Sandy Kam
Mayor
LaTrobe City Council
PO Box 264
MORWELL VIC 3840

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8 Nicholson Street
East Melbourne
Victoria 3002
PO Box 500
East Melbourne Victoria 3002
Telephone: (03) 9637 8938
Facsimile: (03) 9637 8920
DX 210098

Dear Cr Kam

Sandy.

LAND USED FOR MINING PURPOSES

Thank you for your letter of 8 January 2013 regarding the proposal to remove land used exclusively for mining purposes from the non-rateable land list in the *Local Government Act 1989*. I apologise for the delay in responding.

I understand that you have also written to the former Minister for Energy and Resources and subsequently met with him to discuss the council's proposals.

I am advised royalties are paid directly into the State's consolidated fund along with other income from a range of sources. These revenues are used to invest in service delivery, infrastructure development and support to regional communities, including responding to the impacts of floods and bushfires.

The Victorian Coalition Government has a strong commitment to the wellbeing of Victorians in the Latrobe Valley and to the economic vitality of the region. This commitment has led the Government to introduce a range of initiatives with a local and regional focus, including the Local Government Infrastructure Program and the Putting Locals First Program.

The Government has also announced the Latrobe Valley Roadmap, to be funded from the \$1 billion Regional Growth Fund. The Roadmap represents a significant milestone in the strategy to address the likely impacts of the national carbon price on energy intensive businesses located in the Latrobe Valley.

In my portfolio of Local Government, the Coalition has delivered on our commitment to support councils with the cost of managing the municipal roads network, establishing the \$160 million Country Roads and Bridges program and more than doubling the funding available to the sector for the control of roadside weeds and rabbits across rural and regional Victoria.

This support by the Coalition for regional councils contrasts with the policies of the former Labor Government whose former Premier John Brumby told ABC radio, the "... State Government has never funded local roads and we don't intend to put in place a mainstream local road funding program in the future," (14 November 2005).



.../2

- 2 -

Nevertheless, the Government will continue to work with the council and community to support the needs of Victorians in the Latrobe Valley.

In relation to the council's request to amend the *Local Government Act 1989*, I note the relevant section 154(2) provides exemptions from rating for various types of land, including the following:

- unoccupied land that is property of the Crown;
- land used exclusively for public or municipal purposes;
- land used exclusively for charitable purposes;
- land vested in or held in trust for any religious body used exclusively as a residence of a practicing Minister of religion or for the education and training of persons to be Ministers of religion;
- land used exclusively for mining purposes;
- land held in trust and used exclusively as a club for or a memorial to persons who performed service or duty within the meaning of section 3(1) of the Veterans Act 2005, or as a sub-branch of the Returned Services League of Australia or by the Air Force Association (Victorian Division).

While I appreciate the council's interest in this matter, the Government does not currently intend reviewing the exemptions under section 154(2) of the Act.

Thank you for bringing the council's resolution to my attention.

Yours sincerely



JEANETTE POWELL MP
Minister for Local Government

5 14/2013

PRESENTATION OF PETITIONS

11. PRESENTATION OF PETITIONS

Nil reports

CHIEF EXECUTIVE OFFICER

12. CHIEF EXECUTIVE OFFICER

Nil reports

ECONOMIC SUSTAINABILITY

13. ECONOMIC SUSTAINABILITY

Nil reports

RECREATION CULTURE AND COMMUNITY INFRASTRUCTURE

14. RECREATION CULTURE AND COMMUNITY INFRASTRUCTURE

14.1 PROPOSED REMOVAL OF PINUS RADIATA, MONTEREY PINE,
CENTENARY PARK YINNAR.

General Manager

Recreation, Culture &
Community Infrastructure

For Decision

PURPOSE

The purpose of this report is to provide Council with information on the proposed removal of one Monterey Pine within Centenary Park Yinnar, adjacent to Greenside Villas.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Built Environment

- *Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of the trees that are appropriate to their surroundings.*
- *Ensure public infrastructure is maintained in accordance with community aspirations.*

Policy - Tree Work Notification Policy 11 POL-4

The purpose of this policy is to detail processes for the notification of significant tree works prior to the works being undertaken.

BACKGROUND

In May 2013 Council received a letter from the Yinnar and District Community Association (YDCA) (Attachment 1) requesting that the Monterey Pine within Centenary Park Yinnar be considered for removal.

There has been a 10 year history of residents of Greenside Villas, which is adjacent to Centenary Park, in the town complaining about the tree and the pine needles it sheds into the property. The concern is that the needles exacerbate the respiratory problems of some of the residents. The matter came to head after the Yinnar and District Housing Development (YDHD) committee spoke at the Yinnar and District Community Association (YDCA) meeting of 19 December 2012 asking for the removal of the pine tree.

The YDCA considered the removal or retention of the tree may be of interest to the greater Yinnar community and conducted a community consultation process from late December 2012 to February 2013. At the conclusion of this process it was noted that 48 residents voted in total with 31 in favour of removal of the tree, 16 in favour of retention of the tree and there was also one informal vote where no opinion was recorded.

Further to this the outcome of the community consultation process was reported at the February YDCA meeting and in the March edition of the Yinnar and District News. At the February YDCA meeting a motion was carried to conduct a public information evening to inform interested parties of the outcome of the community consultation. This meeting was held on 28 March 2013, with a total of 19 residents in attendance. No one spoke against the removal of the pine tree in Centenary Park at this meeting.

Officers received a letter on 10 May 2013 in relation to this matter (Attachment 2) from YDCA in which it concluded that there was no significant community opposition to the removal of the pine tree. Officers made contact with YDCA on 20 May 2013 to update their secretary that their letter was received and that a report was being prepared for consideration by Council at an upcoming Council Meeting.

In accordance with Councils Tree Work Notification Policy, a Council resolution is required prior to the removal of inappropriate trees, unless they are dead, dying or dangerous in which case immediate removal is required.

ISSUES

In line with the Tree Work Notification Policy, Council's arborists have inspected the Pine tree and surrounding areas. The Pine tree is in good health and has moderate structure. All pruning works to the Pine tree have been to the best and latest practices in arboriculture.

Monterey Pine trees are found in large numbers across the municipality - they are not an indigenous, rare or endangered species.

The Greenside Villas Committee has reported concerns in relation to their residents health to the YDCA and they wish for the tree to be removed.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

Any future work to this Pine tree, whether it is full removal or ongoing pruning will be undertaken within Council's recurrent tree budget allocation.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Council has not engaged in consultation with the residents of near-by streets and any other user groups of Centenary Park, Yinnar. It is considered that the community has already been consulted on this matter through the process conducted by the YDCA.

OPTIONS

1. Remove the discussed Monterey Pine tree in Centenary Park Yinnar, adjacent to the Greenside Villas.
2. Take no action in regards to the Monterey Pine tree in Centenary Park Yinnar, adjacent to the Greenside Villas.

CONCLUSION

Council's qualified arborists have completed a further tree inspection and have carried out tree pruning works to make this Pine tree as safe as possible.

The tree will continue to drop needles and will therefore continue to affect the residents of Greenside Villas, Yinnar.

Monterey Pine trees are found in large numbers across the municipality - they are not an indigenous, rare or endangered species. If the tree was to be removed, it would be appropriate to re-plant a new tree of an appropriate native species.

Attachments

1. Proposed removal of Pinus Radiata, Monterey Pine, Centenary Park, Yinnar
2. Proposed removal of Pinus Radiata, Monterey Pine, Centenary Park Yinnar.

RECOMMENDATION

1. That Council authorise the removal of the Monterey Pine tree in Centenary Park Yinnar, adjacent to the Greenside Villas.
2. That the Monterey Pine Tree be replaced with a new tree of an appropriate native species.
3. The Council notify the Yinnar and District Residents Association and the Yinnar and District Housing Development (YDHD) of the decision of Council in respect to the Monterey Pine tree in Centenary Park Yinnar, adjacent to the Greenside Villas.

14.1

PROPOSED REMOVAL OF PINUS RADIATA, MONTEREY PINE, CENTENARY PARK YINNAR.

- 1 Proposed removal of Pinus Radiata, Monterey Pine,
Centenary Park, Yinnar 85**
- 2 Proposed removal of Pinus Radiata, Monterey Pine,
Centenary Park Yinnar. 87**



Yinnar & District Community Association

PO BOX 19 YINNAR 3868

President: Herb Smith

2 May 2013

The Chief Executive Officer
Latrobe City Council
PO Box 264
Morwell 3840

Re: Removal of Pine Tree from Centenary Park, Yinnar

Dear Mr Buckley,

I have been requested to inform LCC on actions taken re the above matter.

At the YDCA meeting on 19 September 2012, representatives of the Greenside Villas Committee reported the concerns of some Greenside residents about a large adjacent pine tree in Centenary Park, and the Committee's wish to have the tree removed. They proposed a meeting of representatives from Greenside Villas Committee, YDCA and the Yinnar & District Lions Club to reach a consensus decision on the matter of the tree's removal.

Given that the matter of retention or removal of the tree might be of interest to other members of the community, YDCA decided to instead conduct a community consultation process. YDCA arranged for articles for and against the removal of the tree to be published in the Yinnar & District News of December 2012. Arrangements were then made for residents of Yinnar & District to cast a vote at the General Store for removal or for retention of the tree. Voting was open from December until 8 February 2013.

The outcome of the voting was as follows:

Residents who voted:	49
Votes cast:	48
For removal:	31
For retention:	16
Informal:	1

This outcome was reported in the March edition of Yinnar & District News and at the February meeting of YDCA. At this meeting a motion was carried to conduct a public information meeting to inform those interested about what was planned following the

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voting outcome. This meeting was held on 28 March 2013 with nineteen residents attending. Nobody spoke against removal of the pine tree.

On the basis of the community consultation process described above, YDCA concludes that there is not significant opposition in the community to the removal of the pine tree at the rear of Centenary Park adjacent to Greenside Villas.

Yours sincerely



John A. Harris
Secretary

cc Cr Darrell White
Ms Heather Farley

Yinnar and District Housing Development Inc.

Reg . A0002337N

*Greenside Villas
9 Main St.
Yinnar 3869.*

*PO Box 269
Yinnar 3869
Contact: (Sec) Ph. 51631703*

*The Chief Executive Officer,
Latrobe City,
P.O. Box 264,
MORWELL, VIC. 3840*

RE: Removal of Pine Tree from Centenary Park, Yinnar

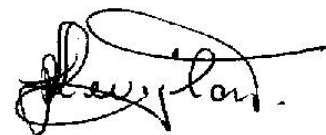
Dear Mr. Buckley,

To date there has not been any notification from Latrobe City with regard to the final decision on the pine tree.

There are some residents at the Greenside Villas who suffer with respiratory problems which are exacerbated by the presence of the tree so we are anxious to remove it.

Can you please notify the Committee and inform them of what is intended?

Yours sincerely,



L. J. LEVISTON

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COMMUNITY LIVEABILITY

15. COMMUNITY LIVEABILITY

Nil reports

GOVERNANCE

16. GOVERNANCE

16.1 FRANKLIN PLACE DEVELOPMENT PLAN - CONSIDERATION OF SUBMISSIONS

General Manager

Governance

For Decision

PURPOSE

The purpose of this report is to present the Franklin Place Development Plan March 2013 to Council for consideration.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Built Environment

In 2026 Latrobe Valley benefits from a well planned built environment that is complimentary to its surrounds and which provides for a connected and inclusive community.

Latrobe City Council Plan 2012 - 2016

Shaping Our Future

An active connected and caring community

Supporting all

Strategic Direction – Built Environment

Promote and support high quality urban design within the built environment; and

Ensure proposed developments enhance the liveability in Latrobe City, and provide for a more sustainable community.

Service Provision – Built Environment

Provide Statutory and Strategic Planning advice and services in accordance with the Latrobe Planning Scheme and Planning and Environment Act.

Legislation

Local Government Act 1989

Planning and Environment Act 1987

The discussions and recommendations of this report are consistent with the provisions of the *Planning and Environment Act 1987* (the Act) and the *Latrobe Planning Scheme*, both of which are relevant to this proposal.

BACKGROUND

The draft Franklin Place Development Plan was lodged with Latrobe City Council by NBA Group on 23 November 2012 and applies to Lot 1 TP552002D (Park Lane, Traralgon).

The subject area is generally bounded by Marshalls Road to the north, Park Lane to the east, Greenfield Drive residential area to the west and Franklin Street residential area to the south comprising a total area of 24.25ha. There is one landowner within the precinct. A site plan is provided at Attachment 1.

The Development Plan Precinct is identified in the Traralgon Structure Plan as land for 'future residential' use. This designation is consistent with the Municipal Strategic Statement of the Latrobe Planning Scheme (the Scheme) at Clause 21.05-6, which seeks to implement the outcomes of the Structure Plan.

To implement the strategic objectives of the Structure Plan and bring forward additional land for residential development the subject site was rezoned by the Minister for Planning as part of a suite of Planning Scheme Amendments, C47, C56 and C58, which released over 800ha of residential land within Latrobe City. Amendment C56 rezoned Park Lane, Traralgon to Residential 1 Zone and introduced a Development Plan Overlay Schedule 5 to the site on 5 May 2011.

The Proposal

The current draft Franklin Place Development Plan includes a concept layout for how the subject land will be developed for residential land use. The Development Plan identifies where future residential lots, roads, pathways, open space and physical infrastructure should be located.

In addition to the draft Franklin Place Development Plan report, this document incorporates a number of plans and background reports as appendices, these include;

Appendix 1 – Certificate of Title

Appendix 2 – Development Plan

Appendix 3 – Master Plan

Appendix 4 – Staging Plan

Appendix 5 – Landscape Concept Plan

Appendix 6 – Infrastructure Services Report

Appendix 7 – Flora and Fauna Assessment

Appendix 8 – Transport Impact Assessment

Appendix 9 – Aboriginal Heritage Due Diligence Study

Appendix 10 – Preliminary Surface Water Management Report

Appendix 11 – Context Plan

Appendix 12 – Mobility Plan

Appendix 13 – Cross Section

A copy of the Development Plan is provided at Attachment 2. The complete set of plans and background reports are provided at Attachment 3.

To ensure a comprehensive assessment of the Development Plan a 'peer review' has been undertaken by the Growth Areas Authority (GAA). The GAA were requested to focus on the urban design aspects of the proposed development.

As a consequence of the peer review, the Development Plan has been strengthened in the following areas since it was first submitted;

- Improved interface with the Regional Outfall Sewer (ROS) easement proposed public open space.
- Increased percentage of unencumbered public open space (total of 5%) being provided within the development.
- Improved access via roads and pathway connections throughout the development Plan precinct.

ISSUES

Requirements of the Development Plan Overlay Schedule 5 (DPO5)

The primary purpose of the Development Plan Overlay is to identify areas which require the strategic outline of the form and conditions of future use and development to be shown on a development plan before a permit can be granted to subdivide, use or develop land.

A Development Plan submitted to Council for approval must show a detailed assessment of both the natural and cultural features of the site, the characterisation of nearby land use and development and a comprehensive assessment as to the justification of how the Development Plan layout has been derived.

In particular, Section 3 of DPO5 (*Requirements for development plan*) states that a development plan must be prepared to the satisfaction of the Responsible Authority (i.e. Council) and the plan must address the following matters:

- Land Use and Subdivision
- Waterways
- Infrastructure Services
- Open Space

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- Community Hubs and Meeting Places
- Flora and Fauna
- Cultural Heritage
- Process and Outcomes

The Development Plan has addressed the above listed matters and the main issues arising have been outlined below.

Draft Traralgon North Development Plan and Development Contribution Plan

The impact on the draft Traralgon North Development Plan was considered as part of the Franklin Place Development Plan. It is considered that there will be no adverse impacts of the draft Traralgon North Development Plan. The draft Franklin Place Development Plan ensures connections to the draft Traralgon North Development Plan, including road networks, shared pathways and public open space.

Land Use and Subdivision – Lot Density

In accordance with the requirements of DPO5 and Clause 56 of the Latrobe Planning Scheme, the development layout for the residential component provides for a range of lot sizes and housing diversity. Table 1 provides an indication of the average lot sizes and corresponding percentage of the development area as submitted by the proponent.

Table 1: Lot Yield by Type

Lot Type	Area	% of developable area	Approximate dwelling yield (based on average lot size)
Standard Lots (average 653sqm)	6.86ha	29.4%	105
Lower density Lots (average 1040sqm)	4.16ha	17.8%	40
Medium Density Lots (average 300sqm)	0.7ha	3.0%	23
Lifestyle Village	6.36ha	27.2%	166
		Total Lots	334

Calculations provided in the Development Plan are indicative and have been based on average lot sizes and estimated net developable area.

The *Growth Areas Authority Precinct Structure Plan Guidelines 2009* defines net developable hectare as;

Land within a precinct available for development. This excludes encumbered land, arterial roads, railway corridors, government schools and community facilities and public open space. It includes lots, local streets and connector streets. Net Developable Area may be expressed in terms of hectare units (NDha).

The Growth Areas Authority Precinct Structure Plan Guidelines 2009 is included in the State Planning Policy Framework (SPPF) as a reference document and applies to all Victorian Councils.

The Development Plan identifies a net developable area for the precinct of 22.04ha. An estimate of 334 lots is proposed for the precinct. The lot yield for the proposed development area therefore is in the order of 14.9 dwellings per hectare.

At its Ordinary Council Meeting of 19 November 2012 Council resolved the following:

That Council's preferred lot density is 11 lots per hectare on unencumbered land and that this foreshadows Council's intention with regard to the Latrobe Statutory Planning Scheme Review.

It is acknowledged that the proposed lot density by the proponent for the Franklin Place Development Plan exceeds this figure. This is mainly due to the lifestyle village proposed on the site. The lifestyle village produces a high dwelling yield for a small area, therefore increasing the dwelling per hectare total. If the lifestyle village was removed from the dwelling per hectare calculations, the Franklin Place Development Plan would achieve 10.7 dwellings per hectare.

Please note however, if the lifestyle village was removed from the northern portion of the site it would still be developed. It would be envisaged that this would be developed at the standard residential rate of an average of 653m² lots. This would then increase the dwelling per hectare target, however would still be less than 14.9 dwellings per hectare.

Clause 10.02-2 of the SPPF encourages a residential density of at least 15 dwellings per net developable area for growth areas. The estimated dwelling per hectare total (of 14.9 dwellings) for the Franklin Place Development Plan almost meets this target.

The higher dwelling yield for the Franklin Place Development Plan proposed by the proponent is considered to be acceptable in this instance given the existing opportunities and lack of constraints on this site. The site is relatively flat and unconstrained, the site also provides for a great mix of densities ranging from 300sqm lots to 1453sqm lots, this also includes 6.36ha for a 166 lot lifestyle village.

Land Use and Subdivision – Movement and Connectivity

As a result of the peer review by the GAA described above, the Development Plan now includes a Mobility Plan (see Attachment 12) which clearly shows the proposed road hierarchy, and indicative paths, connections and proposed bus routes. It is considered that the Mobility Plan is acceptable.

Waterways – Buffers

There are no designated waterways within the Franklin Place Development Plan area and a 30m buffer is not required to be shown on the plan.

Infrastructure Services – Stormwater

A preliminary Surface Water Management Report has been submitted as part of the Development Plan at Attachment 7. The Development Plan notes that a detailed Stormwater Management Plan inclusive of Water Sensitive Urban Design principles will be submitted as part of the planning permit process for future subdivision.

Latrobe City Council's Infrastructure Team have advised that this is appropriate given that onsite stormwater detention and water quality improvements will be requirements of any future planning permit for subdivision.

It is noted, however, that further information was requested by Latrobe City Council officers that requiring work be undertaken regarding stormwater management as part of the Development Plan process. In particular to ensure the location of the ROS was known to confirm that any stormwater management solution could be dealt with.

As a result of this work, the Franklin Place Development Plan was altered to show a retarding basin / wetland which has the potential to cater for the stormwater needs for the development south of the ROS.

Infrastructure Services – Traffic

A Transport Impact Assessment and Addendum has been submitted as part of the Development Plan at Attachment 9 and 10. Together they provide a traffic engineering assessment of the proposed subdivision layout, including the internal access arrangements as well as the likely impacts on the surrounding road network of the proposed development.

The Transport Impact Assessment has been reviewed by Council's Infrastructure Planning Team who has advised that the recommendations of the report were to the satisfaction of Council officers with a few minor exceptions. These matters are summarised below:

1. Further information be provided on the traffic impacts on other roads further from the development i.e. Franklin Street to the south at Grey Street or Park Lane.
2. Further detailing be provided on cross sections of the primary access road off Park Lane.
3. Amend an error in the report which refers to the incorrect classification of Marshalls Road.

Matters 1 – 3 have now been included as part of the updated Development Plan and are included in the Development Plan documentation at Attachment 3.

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It is noted however, that further development as part of the Traralgon North Development Plan will also increase traffic flow. Once development of the Franklin Place and Traralgon North Development Plan commences, further review of any traffic calming measures at key intersection may need to be revisited to ensure safety at all intersections.

Open Space

The Development Plan map at Attachment 2 shows the location and size of proposed open space. Five public open space areas are proposed, each with different roles and functions. Table 2 below describes the proposed open space areas, the size of the land, whether it is encumbered or unencumbered and the proposed role and function of the open space.

Table 2 – Proposed Open Space

Proposed Open Space	Size	Encumbered or unencumbered open space	Proposed role
Central Reserve (south of the ROS)	0.51ha	Unencumbered open space	Proposed landscaping features and canopy trees to provide an extension of the ROS easement.
South – western corner reserve	0.11ha	Unencumbered open space	Parkland reserve to service the lower density residential lots.
Flinders Place and Lawson Court extended pedestrian links	0.10ha	Unencumbered open space	Extension of pedestrian links which will include shared pathways
ROS easement	0.88ha	Encumbered open space	Protection of the ROS infrastructure and easement with shared pathway, a connection to the lifestyle village and small amount of planting.
Central stormwater treatment	0.60ha	Encumbered open space	Stormwater treatment and retention for the proposed development.

There is also additional open space proposed as part of the lifestyle village of .47ha which will either be provided as land or cash contribution at the time of subdivision. It is envisaged that due to the indicative layout provided as part of the Development Plan for the lifestyle village that this contribution is more than likely to be cash. In total there is 2.67ha of public open space proposed, which is approximately 11% of the total site. Of the 11% of proposed public open space 5% is unencumbered and 6% is encumbered. The *Latrobe City Council Public Open Space Strategy 2013* requires a minimum of 10% open space, of which 5% must be unencumbered. The Franklin Place Development Plan is consistent with the *Latrobe City Council Public Open Space Strategy 2013*.

Community Hubs and Meeting Places

Latrobe City Council's Community Liveability team have not identified any requirements for new facilities relevant to the Franklin Place Development Plan. A community facility is proposed as part of the *draft Traralgon North Development Plan and Development Contribution Plan* which is north of the Franklin Place area.

Cultural Heritage

The area is not included within an area of cultural heritage sensitivity according to the Regulations, and the 1:100,000 mapsheet '*Aboriginal Heritage Act 2006 – Areas of Aboriginal Cultural Heritage Sensitivity*' and as a result a Cultural Heritage Management Plan is not required.

Flora and Fauna – Native Vegetation

A Flora and Fauna Assessment has been submitted as part of the Development Plan at Attachment 8. The assessment states that:

- *No terrestrial fauna species of national or state significance were recorded during the site inspection and none are likely to occur due to the lack of suitable habitat.*
- *Two isolated trees, Blackwood Acacia melanoxylon and Black Wattle Acacia mearnsii are present within the Marshalls Road road reserve, however following review of the preliminary development plan, it appears they will not be impacted by the proposed development.*

Therefore, no native vegetation is proposed to be removed to provide for the development of the land.

Processes and Outcomes - Consultation

As per Section 3 of DPO5, the Development Plan has been prepared with an appropriate level of community consultation and consultation with external referral authorities. Comments from referral responses and submissions have been incorporated into the Plan where practical and appropriate to do so.

Issues raised by the community can be summarised into three main themes and these include:

- Housing density
- Traffic movement and access
- Urban design guidelines

The summary of submission table is provided in the internal / external consultation section.

Housing Density

Submission 2, 4, 12, 13 and 16

Submitters 2, 4, 12, 13 and 16 have raised concerns regarding the density proposed in the Franklin Place subdivision. In particular the submissions focus on;

- the proposed medium density lots in the north west corner (south of the ROS) which back on to Greenfield Drive lots
- the retention of lower density lots shown in the south west corner of the Development Plan; and
- further details needing to be provided on the proposed lifestyle village.

Response to submissions 2, 4, 12, 13 and 16

Medium Density Lots

The concerns raised around the proposed medium density lots in the north west corner (south of the ROS) which back on to Greenfield Drive lots mainly relate to the increase in noise and traffic and reduced privacy to the lots on Greenfield Drive.

The draft Franklin Place Development Plan does show a proposed medium density site for three lots in the north – west corner (south of the ROS) as part of the Development Plan. The location of the proposed medium density housing site provides for activation of the proposed open space along the ROS. This will ensure that no back fences are created along the shared pathway and visual surveillance can be achieved making the proposed open space safer.

The draft Franklin Place Development Plan has the access to these lots coming from the internal subdivision layout, not from Greenfield Drive. Therefore, there will not be an increase in traffic to the lots currently backing onto the proposed medium density lots. The Development Plan recognises that the proposed increase of development within the area will result in increased traffic movements to and from the site. This will change the current amenity of the area. However, the proposed changes are in accordance with the Residential 1 Zone and the future use of this site and typical of what could be expected from such undeveloped sites.

The proposed medium density layout as shown on the draft Franklin Place Development Plan shows that 1 out of the 3 lots is adjacent to the existing lots within Greenfield Drive. The remaining lots are within the internal subdivision layout. The proposed layout will reduce the privacy concerns raised by some of the submitters. It is also noted that any planning permit application for the development of the proposed medium density lots will require an assessment against the Latrobe Planning Scheme which will address detailed building and site layout, amenity impacts etc.

A change to the Development Plan will be needed to ensure that the concerns around medium density lots are addressed. On page 12 and 14 of the Development Plan the following paragraph has been inserted to ensure that urban design guidelines are prepared to address some of the concerns.

Prior to the issue of statement of compliance for stage 1 of the subdivision, urban design guidelines must be prepared for the lifestyle village and medium density sites to the satisfaction of the responsible authority. The urban design guidelines must address (but not limited to) the following matters:

- *active frontages to public open space*
- *road cross sections*
- *design and layout of the buildings and lots to ensure overshadowing, overlooking and amenity are appropriately addressed.*

Lower Density Lots

Submitter 12, 13 and 16 have indicated that the draft Franklin Place Development Plan should ensure that the lower density residential blocks should be retained at the size shown.

The proponents of the Franklin Place Development Plan have indicated that they intend to place a covenant on the lower density blocks which restricts further subdivision of these blocks. It is noted however, the choice to place a covenant on these lots is the proponent's choice and Latrobe City Council cannot direct this to occur because of the Residential Zone provisions in the Latrobe Planning Scheme.

Lifestyle Village

Submitter 13 has requested that further detail be provided on the proposed Lifestyle Village as part of the Development Plan.

The purpose of a Development Plan is to show where future residential areas, roads, pathways, parks, wetlands and physical infrastructure should be located. A Development Plan provides a framework in which development will occur. It is not a requirement of a Development Plan to provide specific details regarding a certain proposal. Therefore, further details such as the detailed design of the lifestyle village are not required at Development Plan Stage. Further details on the lifestyle village will be required at the planning permit stage.

A change to the Development Plan will be needed to ensure that the concerns around medium density lots are addressed. On page 12 and 14 of the Development Plan the following paragraph has been inserted to ensure that urban design guidelines are prepared to address some of the concerns.

Prior to the issue of statement of compliance for stage 1 of the subdivision, urban design guidelines must be prepared for the lifestyle village and medium density sites to the satisfaction of the responsible authority. The urban design guidelines must address (but not limited to) the following matters:

- *active frontages to public open space*
- *road cross sections*
- *design and layout of the buildings and lots to ensure overshadowing, overlooking and amenity are appropriately addressed.*

Traffic Movement and Access

Submission 1

Submitter 1 raises concerns around increased traffic movement and safety at the Franklin Street and Greenfield Drive intersection and Franklin Street and Mitchell Drive intersection.

Response to submission 1

A Transport Impact Assessment was submitted as part of the draft Franklin Place Development Plan. The Transport Impact Assessment reviewed the proposed traffic flow impacts that the development would have on the existing and proposed road network. The report concluded that the existing road network would cope with the increase in traffic movements and that no traffic calming measures were required. This was supported by Latrobe City Council's Infrastructure department.

It is noted however, that further development as part of the *Traralgon North Development Plan* will also increase traffic flow. Once development of the Franklin Place and Traralgon North Development Plan commences, a further review of any traffic calming measures at key intersection may need to be revisited to ensure safety at all intersections. As the Franklin Place Development Plan does not trigger the need for traffic calming measures to be implemented at the existing intersections, Latrobe City Council cannot require that they be constructed as part of the Development Plan.

Submission 3

Submitter 3 provided comments that they hoped that there would be more than 1 access point to the site.

Response to submission 3

The Franklin Place Development Plan shows access to the development to and from Park Lane (2 intersections), Mitchell Drive and Cambridge Way. The proposed lifestyle village will have access from Marshalls Road.

Submission 12

Submitter 12 raises concerns around pedestrian and traffic movement into the Traralgon CBD particularly during peak school periods. The submitter states that there are a few intersections closer to the CBD that are of concern, including Franklin Street (across from the tennis courts), Franklin Street and Gordon Street T-intersection, Franklin Street and Moore Street T-intersection and Church and Moore Street intersection.

Response to submission 12

The intersections as discussed by submitter 12 are outside the proposed Development Plan area; therefore the Transport Impact Assessment did not review the impact on these intersections. It is noted however, that the Franklin Place Development Plan and any future development as part of the *Traralgon North Development Plan* will increase traffic flow and pedestrian movements during this peak period.

Further review of the intersections south of the Franklin Place Development Plan may need to be undertaken once development occurs. However, as these intersections are outside the Franklin Place Development Plan, there is no requirement for the proponents to undertake this work. This work may need to be undertaken by Latrobe City Council at a later stage to address the concerns raised.

Urban Design**Submission 16**

Submitter 16 has requested that urban design guidelines be provided for the medium density sites and that further detail be provided on the treatment of the minor access place road in the south of the Franklin Place Development Plan.

Response to submission 16

The purpose of a Development Plan is to show where future residential areas, roads, pathways, parks, wetlands and physical infrastructure should be located. A Development Plan provides a framework in which development will occur. A change to the Development Plan will be needed to ensure that the concerns around medium density lots and road cross sections are addressed. On page 12 and 14 of the Development Plan the following paragraph has been inserted to ensure that urban design guidelines are prepared to address some of the concerns.

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Prior to the issue of statement of compliance for stage 1 of the subdivision, urban design guidelines must be prepared for the lifestyle village and medium density sites to the satisfaction of the responsible authority. The urban design guidelines must address (but not limited to) the following matters:

- *active frontages to public open space*
- *road cross sections*
- *design and layout of the buildings and lots to ensure overshadowing, overlooking and amenity are appropriately addressed.*

It is also noted that any planning permit application for the development of the proposed medium density lots will require an assessment against the Latrobe Planning Scheme which will address building and site layout, amenity impacts etc.

Cross sections of the typical road network have been provided for the Franklin Place Development Plan at Attachment 12. This cross section is not required to detail the construction material, but does indicate the proposed layout of the minor access place will be designed.

Process and Outcomes – Implementation

An implementation plan must be submitted as part of the development plan indicating the proposed staging of the development. A Staging Plan is provided in Appendix 4 of the Development Plan found at Attachment 4.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the *Risk Management Plan 2011-2014*.

The Development Plan will contribute to reducing the following specific risk that is identified within the *Risk Management Plan 2011 – 2014*.

Shortage of land available to support population growth and planning application processes that do not encourage development.

This risk is described as:

...the slow transitioning of structure plans to actual zoned and developable land.

Development Plans are identified as an existing control to manage and mitigate against this risk.

There may be a requirement for additional resources to Latrobe City Council or extra financial costs as a result of this Development Plan.

INTERNAL/EXTERNAL CONSULTATION

The Franklin Place Development Plan was placed on public exhibition for a period of 6 weeks from 28 March 2013 to 6 May 2013. It is noted that this exhibition process is not prescribed by the *Planning and Environment*

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Act 1987 however it was considered to be required to ensure awareness of the proposed future development of the site.

Schedule 5 to the DPO states that;

The development plan should be prepared with an appropriate level of community participation as determined by the Responsible Authority.

If a subdivision planning permit application is prepared in accordance with an approved Development Plan no notice to affected landowners is required to be given. It is also noted that there is no appeal rights for landowners as part of this process either.

Notice was sent to adjoining and adjacent property owners and occupiers, a range of authorities, community groups and by placing a public notice in the Latrobe Valley Express for two issues during the exhibition period on Monday 1 April 2013 and Thursday 18 April 2013. A map at Attachment 13 outlines the areas that received direct notification of the draft Development Plan.

The Development Plan documentation was also placed on Latrobe City Council's website on the 'Have Your Say' page, with provision for receipt of electronic submissions.

An 'Open House' information session was also held on Tuesday 23 April 2013 from 5.00pm to 7.00pm to discuss the Franklin Place Development Plan. A total of six people attended the 'Open House' information session.

Latrobe City Council received a total of 16 written submissions to the proposed Development Plan, 9 submissions were in support of the Development Plan and 7 submissions were objections or raised concerns.

Table 3 below provides a précis of the submissions received, planning consideration of any issues from the consultation with landowners and occupiers and an indication as to whether the plan requires changes as a result of this consideration. A full copy of the written submissions where a letter, or email were received are provided at Attachment 14.

Table 3: Summary of Submissions Received

*Those who requested that their details not be released to the public are referred to as Submitter X.

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Sub No.	Name / Organisation	Support / Objection	Summary of Issues	Planning Comment	Changes to Plan Required? Yes / No
1.	Mr Becker	Support and Objection	<p>The submitter states that they are in favour of the development, however has raised some concerns relating to traffic flows and the potential negative impact it could have on particular nearby intersections including Franklin Street and Greenfield Drive and Franklin Street and Mitchell Drive.</p> <p>The submitter raises concerns that the increased traffic flows from the proposed development onto Greenfield Drive will further make the Greenfield Drive and Franklin Street intersection unsafe.</p> <p>Similarly the submitter also raises concerns about the increased traffic along Mitchell Drive which could cause issues with the Mitchell Drive and Greenfield Drive intersection to become unsafe. However the submitter does</p>	<p>Support for the development is noted.</p> <p>As part of the Development Plan a Transport Impact Assessment was submitted. The Transport Impact Assessment reviewed the traffic flows for the area and projected the impact that the traffic flows from the development will have on existing and proposed network.</p> <p>The Transport Impact Assessment has indicated that although there would be an increase in traffic movements there would be no need to place traffic calming measures at any intersections adjacent to the development. This means that current road networks have the capacity to support future development of this area.</p> <p>It is noted however, that further development to the north of the precinct will also occur. It may be necessary for Latrobe City Council to monitor</p>	<p>No</p> <p>However further monitoring of the road networks in this area may need to be undertaken by Latrobe City Council, especially when further development to the north is undertaken</p>

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				the road networks within this area once this development occurs.	
2.	Mr Shallard	Objection	<p>The submitter objects to the proposed Franklin Place Development Plan. In particular raises concerns regarding the medium density lots which abut the Greenfield Drive lots (proposed 3 lots) indicating that the privacy of their lot would be diminished. The submitter agrees with the larger lots shown abutting the Mitchell Drive, Lawson Court and Flinders and believes that larger lots should also be shown abutting their property and Greenfield Drive.</p> <p>The submitter believes that there is the potential for the current layout to devalue their property.</p>	<p>The draft Franklin Place Development Plan provides a mix of density across the site. This includes medium density lots in the north western corner (south of the ROS). The medium density lots assist in providing activation of the public open space areas including the ROS. This should ensure visual surveillance of these lots, which could improve the safety of public open space areas.</p> <p>The development of multiple dwellings on a lot will require a planning permit, therefore would be subject to an assessment of the Latrobe Planning Scheme. This assessment will review site layout, amenity impacts, building mass etc. The concerns raised regarding the invasion of privacy can be addressed through this stage.</p>	<p>Yes</p> <p>A paragraph is to be inserted into the Development Plan to require the preparation of urban design guidelines for the medium density sites and lifestyle village.</p>
3.	Ms Hutton	Objection	<p>The submitter raises concerns about how the proposed Franklin Place Development Plan will be developed. The submitter hopes</p>	<p>The Franklin Place Development Plan has several entry and exit points shown</p>	<p>No</p>

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			that the one entry and exit point which exists in the Strand development is not repeated.	including two at Park Lane, one at Mitchell Drive, one at Cambridge Way. The lifestyle village will also have entry and exit point of Marshalls Road.	
4.	Mr DiCiero	Objection	<p>The submitter objects to the proposed Franklin Place Development Plan. The submitter raises concerns regarding the proposed lot layout, in particular the medium density lots (proposed 3 lots) which back on to their property. The submitter states that the increase in dwelling density will create a security risk; diminish the peace and tranquillity currently offered by his lot and increase noise and traffic.</p> <p>The submitter also raises concerns regarding the proposed shared pathway along the Regional Outfall Sewer (ROS). The submitter also believes that this could affect the security of their block.</p>	<p>The draft Franklin Place Development Plan provides a mix of density across the site. This includes medium density lots in the north western corner (south of the ROS). The medium density lots assist in providing activation of the public open space areas including the ROS. It is noted that the increase of development within this area will increase traffic. However, it is noted that there is no direct access to the proposed medium density site from Greenfield Drive. The access to the proposed medium density lots will be via the internal road network of the subdivision. Therefore, this should not increase traffic via the landowner's lot.</p> <p>The development of multiple dwellings on a lot will require a planning permit, therefore would be subject to an assessment of the Latrobe Planning</p>	<p>Yes</p> <p>A paragraph is to be inserted into the Development Plan to require the preparation of urban design guidelines for the medium density sites and lifestyle village.</p>

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				Scheme. This assessment will review site layout, amenity impacts, building mass etc. The concerns raised regarding the security risk can be addressed through this stage.	
5.	Ms White	Support	The submitter supports the proposed Franklin Place Development Plan. The submitters state that they like the proposed blocks sizes as they suit their needs for retirement as they are flat and smaller in size.	Submission of support noted	No
6	Mr Cheney	Support	The submitter supports the proposed Franklin Place Development Plan. In particular the submitter supports the proposed lifestyle village as it offers independent living and a social lifestyle which is close to town.	Submission of support noted	No
7	Mr Nicola Virtue Homes	Support	The submitter supports the proposed Franklin Place Development Plan. In particular the proposed larger lots shown on the plan as they are constantly asked to help clients find a good size block as they can't find one big enough to meet their needs. The submitter also states that the proposed Franklin Place Development Plan is very important for builders to meet the demand for the premium housing market.	Submission of support noted	No
8	Mr Allan	Support	The submitter supports the proposed Franklin Place Development Plan. In particular the submitters states that they are looking for an investment property and feel that the	Submission of support noted	No

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			Franklin Place Development Plan has great potential.		
9	Mr Burgess	Support	The submitter supports the proposed Franklin Place Development Plan. The submitter believes that this is a great opportunity for Traralgon.	Submission of support noted	No
10	Ms Skinner	Support	The submitter supports the proposed Franklin Place Development Plan. The submitter states that they love the design of the Development Plan and want to purchase a block in this area.	Submission of support noted	No
11	Ms Fallu	Support	The submitter supports the proposed Franklin Place Development Plan. In particular the submitter feels that the proposed Development Plan has potential for sound investment and is looking for a more relaxed lifestyle and rural outlook close to town.	Submission of support noted	No
12	Ms Williams	Objection	<p>The submitter supports the proposed Franklin Place Development Plan. However has raised some concerns regarding retaining the lower density blocks and traffic flow.</p> <p>The submitter would like to see the lower density lifestyle blocks retained at their current size and not further subdivided.</p> <p>The submitter also raises concerns about traffic flow, in particular increased traffic flow into the CBD via Franklin Street around peak periods (i.e. school times).</p> <p>The submitter would like some further consideration around pedestrian access to the schools from the new development. The</p>	<p>The support for the proposed development is supported.</p> <p>The proponents of the Franklin Place Development Plan have indicated that a covenant will be placed on title which will restrict the further subdivision of the lower density residential blocks. It is noted that a covenant can only be placed on the lot by a developer.</p> <p>Therefore, Latrobe City Council cannot require this to occur.</p> <p>The intersections discussed in the</p>	<p>Yes</p> <p>A paragraph is to be inserted into the Development Plan to require the preparation of urban design guidelines for the medium density sites and lifestyle village.</p> <p>Further monitoring of the road networks and pedestrian access in this area may need to be undertaken by Latrobe City Council, especially</p>

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			submitter states that there are a few intersections that are currently of concern which are; Franklin Street (just near the tennis courts), Franklin Street and Gordon Street t – intersection, Franklin Street and Moore Street t – intersection and the Church and Moore Street intersection.	submission are a considerable distance from the proposed development; therefore this cannot be required to be considered by the Franklin Place Development Plan. However, as development occurs within this precinct and proposed development for north of the site pedestrian access and car movements could be monitored in these location for any potential improvements. This would need to be considered and undertaken by Latrobe City Council at an appropriate time.	when further development to the north is undertaken
13	Mr Ellis	Objection	<p>The submitter has suggested that the following changes be made to the proposed Franklin Place Development Plan.</p> <ol style="list-style-type: none"> 1. The submitter states that there is a need to maintain lower density residential in all areas adjacent to the existing residential areas. This would include increasing the lower density residential blocks along the back of Greenfield Drive. 2. The submitter also states that there is a need to remove or relocate the medium density blocks shown in the north – western 	<p>The proponents of the Franklin Place Development Plan have indicated that a covenant will be placed on title which will restrict the further subdivision of the lower density residential blocks. It is noted that a covenant can only be placed on the lot by a developer. Therefore, Latrobe City Council cannot require this to occur. The draft Franklin Place Development Plan provides a mix of density across the site. This includes</p>	<p>Yes</p> <p>A paragraph is to be inserted into the Development Plan to require the preparation of urban design guidelines for the medium density sites and lifestyle village.</p>

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			<p>corner of the proposed Development Plan. A relocation of the medium density could be placed exclusively within the development and not adjacent to existing residents.</p> <p>3. The submitter would like to see further detail provided on the Lifestyle Village through the Development Plan stage. The submitter also believes any changes that are made should be further consulted with the community.</p>	<p>medium density lots in the north western corner (south of the ROS). The medium density lots assist in providing activation of the public open space areas including the ROS.</p> <p>The location of the medium density sites have been chosen to be close to public open space areas and public transport routes to ensure connectivity to the precinct.</p> <p>The purpose of a Development Plan is to show where future residential areas, roads, pathways, parks, wetlands and physical infrastructure should be located. A Development Plan provides an overview in which development will occur. It is not a requirement of a Development Plan to provide specific details regarding a certain proposal. Therefore, further details such as the detailed design of the lifestyle village are not required at Development Plan Stage. Further details on the proposed lifestyle village will be required at planning permit stage.</p>	
14	Mr Batty	Support	The submitter supports the proposed Franklin	Submission of support noted	No

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			Place Development Plan. The submitter believes that the development would provide a benefit to the community as the town can be developed within a sustainable manner.		
15	Ms Bridges	Support	The submitter supports the proposed Franklin Place Development Plan. The submitter is impressed with the great design and mix of lots available. The submitter is keen about the development and would like to see the approval fast tracked so they can purchase a block.	Submission of support noted	No
16	Submitter X	Support and Objection	<p>The submitter supports the lower density residential blocks shown on the Franklin Place Development Plan.</p> <p>The submitter has also raised concerns in regards to the medium density urban design guidelines and the roads within the lower density residential areas.</p> <p>The submitter provides examples of higher quality medium density housing that currently exists in Traralgon.</p> <p>The submitter asks for further details to be provided on what the urban design guidelines for the medium density housing will look like in the Franklin Place Development Plan.</p> <p>The submitter has asked for further clarification to be provided in the draft Franklin Place Development Plan on the proposed design guidelines for roads surrounding the park in the lower density</p>	<p>The submission of support for the lower density residential blocks is noted.</p> <p>The purpose of a Development Plan is to show where future residential areas, roads, pathways, parks, wetlands and physical infrastructure should be located.</p> <p>A Development Plan provides an overview in which development will occur. It is not a requirement of a Development Plan to provide specific details regarding a certain proposal.</p> <p>Therefore, further details such as the urban design of the medium density housing and construction material for the minor access place are not required at the Development Plan stage.</p>	<p>Yes</p> <p>A paragraph is to be inserted into the Development Plan to require the preparation of urban design guidelines for the medium density sites and lifestyle village.</p>

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			<p>residential areas. The submitter has provided what they consider to be good and bad examples of narrow streets within developments. The submitter has also asked whether there will be enough car parking spaces in this area for visitors.</p>	<p>Further details on the medium density housing and the minor access place will be required at the planning permit stage. It is also noted that as part of any planning permit application for the development of the proposed medium density lots will require an assessment against the Latrobe Planning Scheme which will address building and site layout, amenity impacts etc. Cross sections of the typical road network have been provided as part of the Franklin Place Development Plan. The cross sections show how the proposed layout of the minor access place will be designed.</p>	
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Overall there was support from the community for the Franklin Place Development with 9 submissions supporting the development. Some of the reasons cited for this support included:

- Range of blocks sizes provided to suit their needs
- Support for the lifestyle village
- Looking for an investment property in Traralgon
- Great opportunity for Traralgon

Issues raised from the 7 submissions that cited concerns have been discussed in detail in the 'Issues' section of this report.

A summary of referral responses received is outlined in Table 4 below and a full copy of these responses is provided at Attachment 15. The issues raised in referral responses have been discussed in the 'Issues' section of this report.

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Table 4: Summary of Referral Responses Received

Submitter	Summary of Submission	Response / Change
Country Fire Authority (CFA)	<p>The following comments were provided by the CFA:</p> <p>Land Use and Subdivision</p> <ul style="list-style-type: none"> • The residential subdivision road network provides for good linkages to adjoining networks and circulation alternatives within the development; • The subdivision road network buffering the ROS easement provides good access and suitable buffering for a managed vegetation reserve within an area to be considered for grassland fire management; <p>Lifestyle Village</p> <ul style="list-style-type: none"> • The Lifestyle Village concept is an option used in Gippsland and other locations. It provides for lighter construction of closely located dwellings. CFA, however may prefer to see Class 1 dwelling requirements, separation under Building Code guidance and occupiers maintaining good access into the rear of the unit site under the residential tenancies regulations; • The Lifestyle Village design needs to accommodate air conditioning units etc. These facilities may become obstructions. 	<p>Comments of support are noted.</p> <p>Comments of support are noted.</p> <p>The issue will be considered at the planning permit stage.</p> <p>The issue will be considered at the planning permit stage.</p> <p>The issue will be considered at</p>

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	<ul style="list-style-type: none"> • The Lifestyle Village road network buffering the ROS easement provides for dwelling separation from the easement as well as access along the easement and should be maintained as part of the design; • A secondary access to Lifestyle Village – even where restricted to emergency and/or alternate controlled egress, is desired by CFA to be retained in the design and planning requirements; • The Lifestyle Village road network design providing for no less than 5.5m as an Access Place standard and negligible dead end access is supported by CFA; <p>Future Notice Requirements</p> <ul style="list-style-type: none"> • It is recommended that CFA be a Notice authority under S.52 of the Planning & Environment Act for the Lifestyle Village development proposal; 	<p>the planning permit stage.</p> <p>The Franklin Place Development Plan has been updated to a second access point from Park Lane. The detail design of the access point will be considered at the planning permit stage.</p> <p>The issue will be considered at the planning permit stage.</p> <p>The comment is noted.</p>
<p>Department of Transport (DOT)</p>	<p>The following comments were provided by the DOT:</p> <ul style="list-style-type: none"> • The bus and pedestrian access shown on the plan links well with the needs of the broader network and potential residents • The cycling infrastructure and connections makes no 	<p>The comments of support are noted.</p> <p>The Franklin Place Development Plan was updated to clarify this concern.</p>

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	<p>reference to shared cycle / pedestrian paths</p> <ul style="list-style-type: none"> • Further details are required as to whether the shared pathway along Park Lane is intended to connect with the proposed Traralgon North shared pathway along Marshalls Road 	<p>The Franklin Place Development Plan was updated to clarify this concern.</p>
<p>Department of Sustainability and Environment (DSE)</p>	<p>DSE are satisfied that the Flora and Fauna Assessment provided accurately describes the conditions of the site and that there are no adverse ecological affects for the site.</p>	<p>Comments of support are noted.</p>
<p>Gippsland Water</p>	<p>The following comments were provided by Gippsland Water:</p> <ul style="list-style-type: none"> • There will need to be an extension off the 300mm main in Park Lane into the development as well as internal water mains. No water mains are to cross the ROS. • A sewer main extension is required to service this area. • The ROS easement will need to be converted into a reserve in favour of Gippsland Water with any landscaping to be approved by Gippsland Water. 	<p>Comments are noted and will be addressed at the planning permit stage.</p> <p>Comments are noted and will be addressed at the planning permit stage.</p> <p>Comments are noted and will be addressed at the planning permit stage.</p>
<p>SP Ausnet</p>	<p>The following comments were provided by SP Ausnet:</p> <ul style="list-style-type: none"> • SP AusNet has existing 66kV/22kV lines along Park Lane, Marshalls Road and Greenfield Drive bounding your development. These lines can be utilised to 	<p>The comments are noted and will be addressed at the planning permit stage.</p>

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	<p>supply the development.</p> <ul style="list-style-type: none"> • SP AusNet’s policy for alteration to existing assets requires the customer/developer to contribute the full cost of the augmentation works. Therefore, any alteration to the alignment of the assets would be at the customer/developer expense. • Services to any existing houses will be required to be relocated to the underground network within the estate, at customer/developer expense. • SP AusNet’s standard URD policy would apply for medium density housing i.e. lots sizes <2000 square metres are entitled to a LV rebate of \$980.00 per lot in the subdivision. • HV reimbursements apply for High Voltage works completed internal to the housing estate. • If the average lot size is greater than 2000 square metres or non residential, then the development would be classed as low density/commercial and the customer/developer would pay the total cost of works for HV and LV cables less SP AusNet’s contribution based on 	<p>The comments are noted and will be addressed at the planning permit stage.</p> <p>The comments are noted and will be addressed at the planning permit stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p>
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	<p>expected revenue from assets installed.</p> <ul style="list-style-type: none"> • Current SP AusNet construction lead time for overhead works is 150 days (5 months) after negotiations are complete (easements obtained, contracts signed and supply contribution paid). • Current SP AusNet construction lead time for underground works is 100 days (3 months) after negotiations are complete (easements obtained, contracts signed and supply contribution paid). 	<p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p>
VicRoads	<p>The following comments were provided by VicRoads:</p> <ul style="list-style-type: none"> • There is no objection to the plan • Can further advice be provided on the traffic flow proposed at 5% to go down Traralgon Maffra Road, this seems a little low. • It is noted that the proposed traffic movements will require an intersection upgrade at the Traralgon Maffra Road / Marshalls Road intersection. • The Transport Impact Assessment should consider the impacts on Franklin Street. 	<p>The comments of support are noted. Further advice from the proponents that the 5% estimate was in accordance with their current and traffic patterns and therefore no change is required.</p> <p>The comment is noted. The upgrade of the Traralgon Maffra Road / Marshalls Road intersection has already been considered by the Traralgon North Development Plan. An upgrade will be in accordance with this plan. The Franklin Place Development Plan was updated with an addendum report on traffic impacts for Franklin Place.</p>
West Gippsland Catchment Management Authority (WGCMA)	<p>The following comments were provided by WGCMA:</p> <ul style="list-style-type: none"> • Consider the impacts of catchment management on downstream water 	<p>This has been considered as part of the Franklin Place Development Plan.</p>

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	<p>quality and freshwater, coastal and marine environments.</p> <ul style="list-style-type: none"> • Retain natural drainage corridors with vegetated buffer zones at least 30m wide along each side of a waterway to maintain the natural drainage function, stream habitat and wildlife corridors and landscape values, to minimise erosion of stream banks and verges and to reduce polluted surface runoff from adjacent land uses • Undertake measures to minimise the quantity and the flow of stormwater runoff from developed areas. • Encourage measures to filter sediment and wastes from stormwater prior to its discharge into waterways, including the preservation of floodplain or other land for wetlands and retention basins. • Ensure that works at or near waterways provide for the protection and enhancement of the environmental qualities of waterways and their in stream uses. • Ensure land use and development proposals minimise nutrient contributions to waterways and water bodies and the potential for the development of algal blooms. • Require the use of appropriate measures to 	<p>There are no designated waterways in the Franklin Place Development Plan. Therefore, there is no change required.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p> <p>The comments are noted and will be addressed at the planning permit / development stage.</p>
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	restrict sediment discharges from construction sites.	
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OPTIONS

The options available to Council are as follows:

1. To endorse the Franklin Place Development Plan March 2013 subject to changes being made.
2. To not endorse the Franklin Place Development Plan March 2013 and seek further information.

CONCLUSION

The Franklin Place Development Plan presents an opportunity for a diverse mix of residential housing opportunity and high amenity outcomes.

The Development Plan has good community support indicated by the 9 submissions of support which identify the development as an opportunity to provide a mix of residential choice (both large and smaller blocks) and a great opportunity for new investment in the local housing industry.

The issues of concern raised in the 7 submissions have been carefully considered, however no changes have been proposed to the Development Plan. Further details will need to be considered as part of the planning permit stage, in particular the building and site layout, amenity impacts etc of medium density housing, the lifestyle village detailed design and minor access treatment.

Comments raised by Latrobe City Council's Infrastructure Planning Team around road and pedestrian access and stormwater management and by referral authorities around roads and the ROS have also been incorporated into the Development Plan.

These changes are incorporated into an updated Development Plan report titled Franklin Place Development Plan March 2013 (Attachment 3 - 12).

Attachments

1. Franklin Place Precinct
2. Development Plan
3. Franklin Place Development Plan March 2013
4. Appendix 1 - Certificate of Title
5. Appendix 2 - Development Plan
6. Appendix 3 - Master Plan
7. Appendix 4 - Staging Plan
8. 5.1 Landscape Concept
9. 5.2 Landscape Concept
10. Appendix 6 - Infrastructure Services Report
11. Appendix 7 - Biosis Flora & Fauna Report Final
12. Appendix 8 - Traffic Impact Assessment Addeundum

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13. Appendix 8 - Transport Impact Assessment GTA Final
14. Appendix 9 - Aboriginal Heritage Due Dilligence Study Final
15. Appendix 10 - 13
16. Notification Area
17. Submissions
18. Combined Referral Responses

RECOMMENDATION

That Council endorse the Franklin Place Development Plan March 2013 subject to the following paragraph being included on pages 12 and 14.

Prior to the issue of statement of compliance for stage 1 of the subdivision, urban design guidelines must be prepared for the lifestyle village and medium density sites to the satisfaction of the responsible authority. The urban design guidelines must address (but not limited to) the following matters:

- *active frontages to public open space*
- *road cross sections*
- *design and layout of the buildings and lots to ensure overshadowing, overlooking and amenity are appropriately addressed.*

16.1

FRANKLIN PLACE DEVELOPMENT PLAN - CONSIDERATION OF SUBMISSIONS

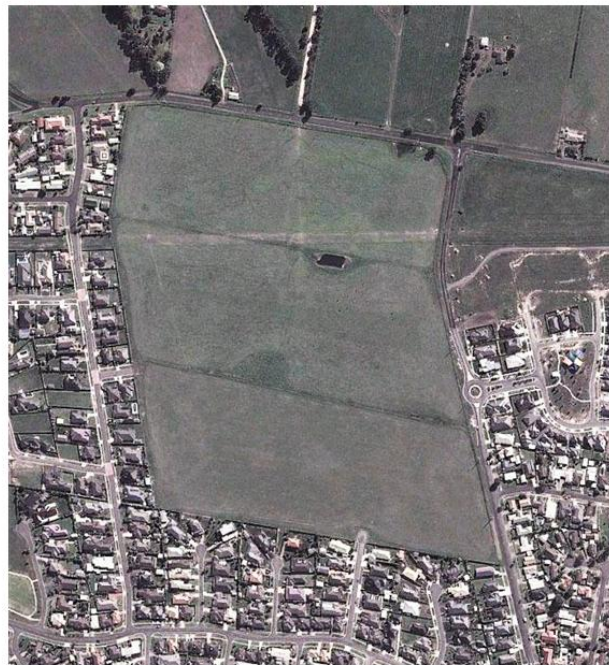
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Franklin Place Development Plan



Lot 1 TP552002
Park Lane, Traralgon 3844

Applicant: 6 Star Developments Pty Ltd
March 2013



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1 Introduction

The Franklin Place Development Plan (FPDP) comprises this document and the accompanying plans. It has been prepared for land at Park Lane, Traralgon and sets out the form and conditions for future urban use and development.

The Development Plan has been prepared in accordance with the requirements of the *Development Plan Overlay (DPO)* provisions at *Clause 43.04* of the Latrobe Planning Scheme and more particularly *Schedule 5* of the *Development Plan Overlay – Residential Growth Areas*.

A planning permit for the subdivision, use and development of land must be generally in accordance with the Development Plan. It is noted that detailed plans (in particular the Master Plan and plans that follow from this) have been prepared in order to guide the preparation of accompanying background reports, authority consultation and ultimately the Development Plan itself, these plans should be read as being indicative only.

1.1 Supporting Documentation

Accompanying this submission is the following supporting documentation:

- | | |
|-------------------|--|
| Appendix 1 | Certificate of Title
Volume 9352 Folio 257 |
| Appendix 2 | Development Plan
NBA Group in consultation with Millar Merrigan
Reference: 16547 DP1 Version 3 |
| Appendix 3 | Master Plan
NBA Group in consultation with Millar Merrigan
Reference: 16547 MP1 Version 6 |
| Appendix 4 | Staging Plan
NBA Group in consultation with Millar Merrigan
Reference: 16547 P3 Version 3 |
| Appendix 5 | Landscape Concept Plan
NBA Group in consultation with Millar Merrigan
Reference: 16547 L01 Version 3 – 2 sheets |
| Appendix 6 | Infrastructure Services Report
As prepared by Millar Merrigan March 2013 |
| Appendix 7 | Flora & Fauna Assessment
As prepared by Biosis Pty Ltd 21 November 2012 |



- Appendix 8 Transport Impact Assessment**
As prepared by GTA Consultants Pty Ltd Issue 1 20 November 2012 &
Addendum letter 15 March 2013
- Appendix 9 Aboriginal Heritage Due Diligence Study**
As prepared by Andrew Long and Associates Pty Ltd 28 September 2012
- Appendix 10 Preliminary Surface Water Management Report**
As prepared by Water Technology March 2013
- Appendix 11 Context Plan**
NBA Group in consultation with Millar Merrigan
Reference: 16547 DP2 Version 1
- Appendix 12 Mobility Plan**
NBA Group in consultation with Millar Merrigan
Reference: 16547 DP3 Version 2
- Appendix 13 Cross Section**
NBA Group in consultation with Millar Merrigan
Reference: 16547 MP4 Version 2



2 Development Plan Area

The Franklin Place Development Plan (FPDP) applies to Lot 1 TP552002D which comprises a total area of 24.25 hectares.

This section of the report provides a description of the site's surrounding context and physical features.

2.1 Site Context

The subject area is located on the northern periphery of the Traralgon Township some 160km south-east of Melbourne.

The land is a greenfield site bound by Marshalls Road to the north, Park Lane to the east and existing residential development to the south and west. Refer to Figure 1 – Regional Context Plan, Figure 2 – Local Context Plan and Figure 3 – Aerial Photograph. A Context Plan has also been prepared to demonstrate the relationship between the site and the draft Traralgon North Development Plan, see Appendix 11.

Land on the northern side of Marshalls Road is residential, however is yet to be developed. The Traralgon North Development Plan (TNDP) is currently on exhibition and the features offered in this layout have been considered in the design of the FPDP where appropriate.

Figure 1: Regional Context Plan





2.2 Site Analysis

The subject land is irregular in shape and is contained within a single land holding of 24.25ha. The site comprises of cleared farming land, with no buildings or improvements present. A copy of the relevant Certificate of Title is available at Appendix 1.

Substantial road frontages are available to Park Lane to the east (approximately 530m) and Marshalls Road to the north (approximately 400m). A link is also available to the site from Mitchell Drive to the south and Cambridge Way to the west. GTA Traffic Consultants have prepared a Transport Impact Assessment for the proposed Development Plan (Appendix 2) and provide the following commentary on the existing road network (see Appendix 8 for Transport Report):

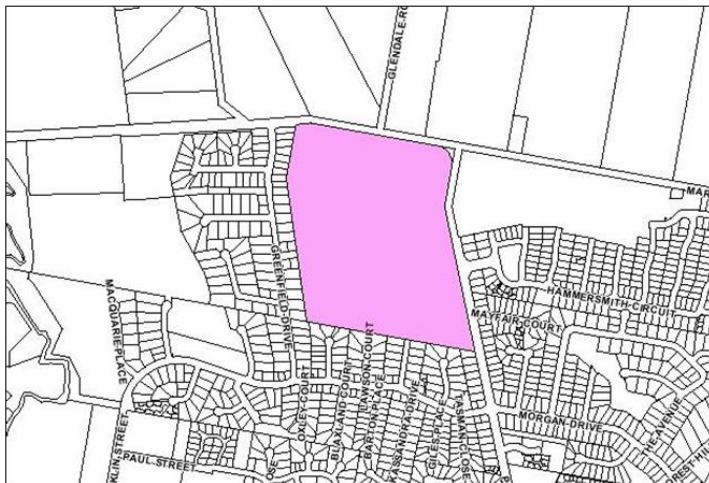
Marshalls Road

Marshalls Road functions as an access street. It is a two way road aligned in an east-west direction and configured with a two lane, 6.2 metre wide carriageway set within a 20 metre wide road reserve (approximately) Marshalls Road carries approximately 900 vehicles per day near Traralgon Maffra Road.

Park Lane

Park Lane functions as a collector street. It is a two way road aligned in a north-south direction and generally configured with a two lane, 12.0 metre wide carriageway set within a 25 metre wide road reserve (approximately) south of Hammersmith Circuit and a 20 metre wide road reserve (approximately) north of Hammersmith Circuit. Park Lane carries approximately 2,500 vehicles per day north of Franklin Street.

Figure 2: Local Context Plan





Topographically speaking the land is generally flat, falling slightly to the north towards Marshalls Road. There are two small dams within the site, one situated just north of the middle of the site, and the other adjacent to Marshalls Road.

The land comprises of pasture grass with no canopy trees present. The vegetation on site has been highly modified by past land practices and is of low ecological value. A Flora & Fauna Assessment has been prepared for the proposed development by Biosis Research (Appendix 7) and notes the following:

Flora

The study area is dominated by introduced grass species including Yorkshire Fog Holcus lanatus, Sweet Vernal-grass Anthoxanthum odoratum, Prairie Grass Bromus catharticus and Marsh Fox-tail Alopecurus geniculatus with introduced forbs throughout the area including Onion Grass Romulea rosea, Capeweed Arctotheca calendula and Ribwort Plantago lanceolata. Few native species are present scattered throughout the area such as Yellow Wood-sorrel Oxalis corniculata, Common Spike-sedge Eleocharis acuta and Small Loosestrife Lythrum hyssopifolia (Appendix 1).

Two artificial wetlands (farm dams) are present within the study area (Figure 2) however these waterbodies support little to no vegetation.

Two isolated trees Blackwood Acacia melanoxylon and Black Wattle Acacia mearnsii are present within the Marshalls Road road reserve (Figure 2); however, following review of the preliminary development plan (NBA Group & Millar Merrigan) it appears they will not be impacted by the proposed development.

The study area does not support the presence of any patches of native vegetation (Ecological Vegetation Class).

No flora species of national or state significance were recorded during the site inspection and none are likely to occur due to a lack of suitable habitat.

Fauna

Fauna habitats identified within the study area include exotic pasture, artificial wetlands and two isolated trees within the roadside reserve of Marshalls Road. Fauna habitats within the study area are highly modified and therefore provide limited resources for terrestrial threatened fauna species that have been previously recorded within the surrounding area (Biosis Research 2011).

The majority of the study area supports exotic pasture habitat. These areas are dominated by introduced grasses and are of little value for most native fauna species. Common species adapted to pastoral landscapes are likely to occur within this habitat, including Australian Magpie Gymnorhina tibicen, Willie Wagtail Rhipidura leucophrys and Little Raven Corvus mellori. Raptor species such as Nankeen Kestrel Falco cenchroides and Brown Falcon Falco berigora will also forage over these areas.



*The artificial wetlands within the study area consist of two farm dams and several small ephemeral wet depressions. These areas are degraded by stock and lack deep pools, native aquatic vegetation and surface rock. The low quality reduces their suitability as habitat for many species. Common frog species such as Common Froglet *Crinia signifera* are likely to inhabit these areas and were recorded during the current assessment. These dams and depressions also provide habitat for common waterfowl such as Pacific Black Duck *Anas superciliosa* and Chestnut Teal *Anas castanea* but do not support critical habitat for threatened terrestrial species.*

*The two wattles present within the Marshalls Road roadside reserve may be utilised by highly mobile fauna. When in flower, these trees provide foraging resources for honeyeaters including Red Wattlebird *Anthochaera carunculata*. Species such as Eastern Rosella *Platycercus eximius* will also forage and roost within these trees.*

No terrestrial fauna species of national or state significance were recorded during the site inspection and none are likely to occur due to a lack of suitable habitat.

The land is traversed by a 20m wide easement which travels in an east-west direction. As discussed in the Infrastructure Services Report (Appendix 6) the easement contains the Regional Outfall Sewer Main (ROS), which has been a significant consideration in the preparation of the FPDP. The location of the ROS has been determined by survey and has informed the design.

Figure 3: Aerial Photograph





2.3 Site Photographs

Photograph 1 – Looking north-west towards the site from Park Lane



Photograph 2 – Looking south-west towards the site from Marshalls Road



Photograph 3 – Looking north across the site from Mitchell Drive



Photograph 4 & 5 – Links from the southern end of the site to Flinders Place & Lawson Court





Photograph 6 – Looking north-west from the site to Cambridge Way



Photograph 7 – Looking west from the site up the ROS easement



Photograph 8 – Looking south down Mitchell Drive





3 Development Plan Overlay Requirements

Schedule 5 of the Development Plan Overlay requires the following:

A development plan must be prepared to the satisfaction of the Responsible Authority.

The plan must show the following:

3.1 Land Use and Subdivision

- *The proposed boundaries of the development area, and provide the strategic justification for those boundaries.*

The Development Plan (see Appendix 2) identifies the boundary of the proposed development area. The site of the proposed FPDP is the only land holding on the southern side of Marshalls Road in the area that is affected by the DPO. It is a single land holding and was excluded from the area covered by the Traralgon North Development Plan (TNDP), which is currently on exhibition.

It is noted that a parcel to the north east of the site is not included within the DP area. This allotment (lot 1 on LP74280) is in the ownership of Council and we understand that it is required for the upgrade of the intersection at Marshalls Road and Park Lane.

- *The overall subdivision of the area, including where possible, the proposed size and density of allotments which provide opportunities for a diverse range of housing types.*

The Master Plan (see Appendix 3) indicates an indicative overall subdivision for the development area. A lengthy design process has been undertaken and has been informed by various background reports. The design is split into two parts with a lifestyle village north of the ROS easement and residential development to the south.

The residential development can be described as a curvilinear layout that offers flowing circulation and excellent integration with the adjoining land uses and street network. The Master Plan provides for approximately 105 standard residential lots with an average size of 653m², 40 low density lots within an average of 1040m² and 3 medium density sites.

The plan provides for an appropriate mix of allotments to cater for the diverse needs of the population. The lots provided may appeal to both the aging population, and growing families, with low maintenance and lifestyle opportunities available.

The medium density lots have been strategically located adjacent to the ROS easement and proposed open space reserve to ensure that an active frontage to the open space area is achieved.



The lifestyle village at the northern reaches of the site will offer independent living units for retirees together with specialty built community facilities. The lifestyle village will be contained within the one title (ie. is not intended to be subdivided) to enable affordability for residents. It has been designed to integrate with the adjoining roads and residential areas and is separated from the southern portion of the development area by the existing ROS easement. It is intended that the village provide active abuttal and surveillance of the external road network and the ROS easement as well as offering pedestrian links to these areas to ensure that it integrates with the surrounds. It must be noted that the development of the village is subject to further detailed design and planning approval. The layout indicated within the plans forming part of this FPDP are indicative only and should not be considered in detail.

The low density allotments would be suitable for re-development in the future, however a sunset clause is proposed prohibiting development of these lots for a period of 20 years. Such a clause could be included as a covenant on title, details of which would be determined at the subdivision stage.

The FPDP graphically identifies the varying intended land uses as discussed above. It clearly provides scope for a diverse range of housing types, suited to the needs of the changing population. Percentages of the development area are as follows:

Standard lots (average 653sqm)	6.86 ha	29.4%
Low density lots (average 1040sqm)	4.16 ha	17.8%
Medium Density Housing Sites (average 2333sqm)	0.70 ha	3.0%
Lifestyle Village	6.36 ha	27.2%
Roads	3.96 ha	17.0%
NET DEVELOPABLE AREA	22.04 ha	
Reserves	1.32 ha	5.7%
Encumbered land (ROS)	0.88 ha	
TOTAL SITE AREA	24.25 ha	

The Latrobe Planning Scheme aims to achieve an average density of at least 15 dwellings per hectare (net developable area). The *GAA Precinct Structure Planning Guidelines* define 'net housing density' as:

The number of houses divided by the net developable area.

The net developable area is defined as:

Land within the precinct available for development. This excludes encumbered land, arterial roads, railway corridor, government schools and community facilities and public open space. It includes lots, local roads and connector streets.

Whilst a small percentage of the proposed land use is allocated to lower density development, this is offset by higher density development occurring at the medium density areas and the lifestyle village.



The Master Plan indicates the following approximate number of lots/dwellings:

Lot type	Amount
Standard lots (average 653sqm)	105
Low density lots (average 1040sqm)	40
Medium density (average at 2333sqm)	23 (based on 300sqm)
Lifestyle village units	166
Total	334

The net developable land area is 22.04 hectares and as such the overall number of dwellings per hectare based on the above assumptions is 14.9. The figures have assumed densities for the medium density lots however it is possible that a higher density on these sites may be achieved. It must be noted that the TNDP offers an overall density of approximately 13 dwellings per hectare (net developable area).

The low density lots provide for diversity and will be targeted at the premium end of the market. The FPDP offers balance between preferred land development densities and market demand.

- ***The overall pattern of development of the area, including any proposed re-zoning of land and proposed land uses.***

The FPDP responds to the overall development pattern of the area, including the layout indicated within the TNDP. The indicated land uses are consistent with and will not conflict with adjacent land uses.

The entire land is zoned *Residential 1* and as such there are no rezoning's required. The land is to be developed for residential purposes, including a residential estate on the southern portion of the site and a lifestyle village on the north.

The TNDP proposes a town centre on the north side of Marshalls Road opposite the subject site. It is not considered necessary to provide any additional commercial uses on the site.

- ***Street networks that support building frontages with two way surveillance.***

The Development Plan (see Appendix 2) offers a street network that encourages future buildings to overlook public spaces. Roads are proposed along public open spaces, including the ROS easement, to enable high levels of surveillance whilst creating an attractive outlook.

The indicative lot layout has been designed to support high levels of surveillance with each lot fronting an existing or proposed road. Lots backing onto roads and public spaces have been avoided to ensure positive design outcomes.



Whilst the design of the lifestyle village is subject to future planning permission the indicative layout indicates double fronted dwellings along Marshalls Road with vehicle access from the internal street network. This will ensure that an attractive abuttal to the public domain is offered. It is envisaged that secluded open space areas would be located to the sides of dwellings and habitable windows with low 'front' fences address Marshalls Road. Detailed design will be undertaken at planning permit stage.

The residential area and lifestyle village integrate well with each other and the ROS easement. Roads are proposed along either side of the easement and dwellings/lots front the roads where they will overlook the easement. This was considered appropriate by Gippsland Water. Medium density sites are strategically located adjacent to the ROS easement and open space reserve whereby future development can be site specifically designed to ensure active frontages.

Roads are proposed along each side of the proposed public park, with the lifestyle lots designed to overlook the open space area.

It is intended that Design Guidelines will be developed and implemented as part of the planning permit process for subdivision, to control the quality of the built form.

- ***An accessible and integrated network of walking and cycling routes for safe and convenient travel to adjoining communities (including existing and future areas included in the DPO), local destinations or points of local interest, activity centres, community hubs, open spaces and public transport.***

The layout caters for an integrated pedestrian and cyclist network that offers external connections where considered appropriate as shown on the Mobility Plan at Appendix 12.

The internal street network offers a mix of road hierarchies, which are intended to cater for pedestrians and vehicles. Road reserves are narrowed adjacent to open spaces where the intention is that the path network be contained within the reserve, creating a pleasant and safe environment for users.

The path network offers pedestrian links to Flinders Place, Lawson Court and Mitchell Drive to the south, and Cambridge Way and Park Lane to the east and west.

The path network also provides a linear path to the ROS easement and a link between the lifestyle village and residential area, which connects to the Strand, TNDP and the Traralgon-Maffra Rail Trail.



- ***The provision of any commercial facilities and the extent to which these can be collocated with community and public transport facilities to provide centres with a mix of land uses and develop vibrant, active, clustered and more walkable neighbourhood destinations.***

No major commercial facilities are proposed as part of the FPDP as these are to be located to the north within the land covered by the TNDP. The shared pedestrian/cycling path network will ensure convenient access to these facilities.

A new bus route (#45) runs along Marshalls Road and the TNDP proposes an extended route with bus stop just north of the Marshalls Road/Park Lane intersection. This is located adjacent to the ROS easement where it links to pedestrian/bicycle networks to aid in the creation of walkable neighbourhoods. See the Mobility Plan at Appendix 12.

3.2 Waterways

- ***A buffer zone of 30 metres each side of waterways designated under the Water Act 1989 or a buffer based on a flood study which identifies the 100 year flood extent must be set aside for ecological purposes.***

A Preliminary Surface Water Management Report has been prepared for the site by Water Technology (Appendix 10) and confirms there are no declared waterways traversing or in close proximity to the site, as such no buffers are required.

3.3 Infrastructure Services

- ***An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.***

Water Technology has been engaged by the NBA Group to provide a preliminary Surface Water Management Report (SWMR) (Appendix 10).

The site drains from south to north under existing conditions and flow from the proposed development will pass through the future residential land to the north of Marshalls Road and into the Latrobe River (see Figure 4).

In relation to site storage, the SWMR notes the following:

Analysis of existing and developed flows for the proposed development show that site flows increase by approximately 150% under developed conditions. This result is consistent with Water Technology's experience with developments of this nature. It also found that approximately 300m³ – 500m³ of storage per developed hectare was required to attenuate developed flows back to existing conditions. It should be noted that this calculation does not take into account the



existing flows from upstream catchments that may be directed towards the site. If these flows are directed into the storages then the size of the storages may increase. Alternatively these flows may be directed around the storages, or given consideration of catchment timing may not influence the total volume. To accurately determine this affect a catchment level hydrological model (such as RORB) should be built at the subdivisional stage.

Figure 4: Existing undeveloped drainage conditions



The SWMR comments on the retardation requirements as follows:

Note the location of the basins has been revised from the previous greater area study. The total area available for retention is about 6.6 ha, which can be considered adequate in the preliminary assessment stage.

The SWMR comments on overland flows as follows:

A detailed assessment of the flow paths will be required at the subdivisional stage, however for the purposes of this review and based on a preliminary look at contours in the area, it is assumed that flow paths 1 and 2 are under $1\text{m}^3/\text{s}$. For flows of this size the road reserves as depicted above are more than adequate to provide overland flow in a safe manner. Given the catchment upstream of flow path 3 it is possible that this flow is greater than $1\text{m}^3/\text{s}$ and as such a detailed assessment of the flow and possible hazards associated with this flow should be undertaken.



Figure 5: Overland Flow Paths



The SWMR comments on water quality as follows:

... Latrobe River and Traralgon Creek are the respective receiving water bodies for all sub catchments within the development. Both waterways are considered to have high environmental, amenity, cultural, stormwater and economic values to the local community. Data available for the respective waterways indicates nutrients and sediments are current water quality issues.

The Franklin Place development will need to be designed to protect the values of waterways it discharges into. The achievement of Best Practice Stormwater management will enable the development to achieve these objectives.

The SWMR suggests 3 treatment options, and the proposed Master Plan has been designed to enable implementation of Option 2, which is as follows:

A less land hungry option is to implement a distributed system within the greater development. This would involve selection of bioretention systems, or raingardens, within key locations around the site. If raingardens are selected in appropriate areas the land take on this option would be up to half that of the wetland option. It is suggested however for practical and reduced maintenance requirements that raingarden locations consider the impacts of sediment loads on the long term viability



and maintenance requirements of the system. This option would require detailed discussions with Council.

The SWMR has reviewed the implication of the proposed Master Plan and states that:
Importantly the review has not found that any significant restriction to the development of the Franklin Place site with respect to surface water management. A number of points of investigation, and a full SWMS should be undertaken at the subdivisional stage.

The report offers the following conclusions and recommendations:

- *The stormwater management plan for the approved overall development plan in accordance with 56.07-4 of the Latrobe City town planning scheme will be required at the subdivisional stage. As noted in the preliminary Council comments, this SWMS will need to take into account flow discharges from the site for the 1% ARI event and its impact upon the larger Traralgon North Development Plan.*
- *Appropriate water quantity storages in the order of 6000-7000 m³ will be required for the development to meet development guidelines within the site. Significant area has been reserved for the purpose.*
- *A detailed study of upstream flows entering the site to ensure appropriate overland flow paths are accounted for. The development plan as it stands seems to allow adequate area for this, but the actual flows should be quantified*
- *Opportunities for integrated water management should be investigated*

In summary this review has found that appropriate provision for surface water management is provided for in the Development Plan. As such this plan should proceed to subdivisional stage and commission the appropriate detailed investigations at this point.

A meeting was held with Gippsland Water on 20 November 2012, where the potential of the ROS easement was discussed as well as crossing the easement for services, in particular drainage. Gippsland water advised that permanent structures such as rain gardens etc would not be permissible within the easement. It was noted that drainage will need to cross the easement to provide outfall to the north and a number of options for doing this were discussed at the meeting.

Following survey of the ROS and parallel rising mains crossing the site it was possible to determine how the drainage outfall could cross the easement. Gippsland Water commented that:

1. *The ROS easement will converted to reserve as part of the subdivision process.*
2. *The sheet flow of 1 in 100 year storm across the ROS reserve seems to be practical. This is no different to the current situation, if it is at predeveloped levels..*



The minor rainfall events (1 in 5 year storm) still need to cross the easement under the ROS and rising mains and will be subject to detailed design at the subdivision stage. Likewise, the provision of drainage treatment/retardation structures and their relative easements within the lifestyle village will be dealt with in the formulation of the Surface Water Management Strategy at the design phase.

Existing dams on site have been incorporated into the drainage strategy where possible to reduce earthworks requirements. Both dams are intended to be co-located with proposed retarding basins and water treatment areas and are intended to be augmented in line with detailed design.

- ***The pattern and location of the major arterial road network of the area including the location and details of any required:***
 - *road widening*
 - *intersections*
 - *access points*
 - *pedestrian crossings or safe refuges*
 - *cycle lanes*
 - *bus lanes and stops*

The Development Plan (Appendix 2) indicates a proposed road network for the subject land. It offers a logical and safe circulation network for both vehicles and pedestrians/cyclists.

GTA Consultants have prepared a Transport Impact Assessment which provides a detailed traffic engineering assessment of the proposed layout, including the internal access arrangements as well as the likely impacts on the surrounding road network of the proposed development. Cross Sections for proposed road types have been prepared and are attached at Appendix 13.

The traffic assessment concluded in part that:

- *The development of the site in accordance with the proposed Development Plan could generate up to 1,900 vehicles movements per day and 190 vehicle movements per hour in the peak periods.*
- *There is sufficient capacity within the existing road network to accommodate the additional traffic movements.*
- *The indicative street network has been designed in accordance with Clause 56 of the Latrobe Planning Scheme.*



The Lifestyle Village does not involve the subdivision of land and hence the internal road network will not be public roads. Despite this the road network has considered the provisions of Clause 56.06-8 of the Latrobe Planning Scheme which defines level 1 access streets. GTA have commented that:

It is anticipated that the proposed sites access roads and other primary roads will carry up to 320 vehicles per day. Therefore they meet the definition of an 'Access Street – Level 1'. The specified carriageway width for an 'Access Street – Level 1' is 5.5m. The indicative development plan anticipates that the proposed site access road and other primary roads within the development will be 5.5m.

The connection location from the lifestyle village to the north has been specifically selected to remove the need for a roundabout treatment on Marshalls Road. The access point is west of Glendale Road in the form of a new priority controlled T-intersection with Marshalls Road. A secondary access point is proposed to Park Lane to satisfy the requirements of CFA.

The connections from the residential development are to the east, west and south, and include:

- Access point to the east which forms the western approach to the existing roundabout on Park Lane.
- Access point to the east to Park Lane, south of Mayfair Court
- Continuation of existing Cambridge Way to the west.
- Continuation of existing Mitchell Drive to the south.

These require no significant infrastructure upgrades and the existing designs are considered to have sufficient capacity to cater for the proposed development.

A draft development plan (TNDP) has been prepared for the area of land immediately to the north of Marshalls Road covered by the DPO5. GTA Consultants have provided advice to Council in the form of a transport report which included flagging the need for Marshalls Road to be upgraded to a connector street in accordance with future traffic volumes.

Marshalls Road will need to be re-constructed in accordance with the requirements of a 'Connector Street – Level 2' in Clause 56.06-8 of the Latrobe Planning Scheme to accommodate the expected future traffic volumes.

It is however noted that the northern side of Marshalls Road will accommodate the road widening, and the road upgrade will have no detrimental impact on the layout for the FPDP.

The preliminary analysis of the area north of Marshalls Road indicated that the road network could support the future traffic volumes subject to the upgrading of Marshalls Road as part of the development of this area.



Pedestrian/cyclist networks and public transport are discussed below and shown on the Mobility Plan at Appendix 12.

- ***The pattern and location of the major arterial road network of the area including the location and details of any required:***
 - *road widening*
 - *intersections*
 - *access points*
 - *pedestrian crossings or safe refuges*
 - *cycle lanes*
 - *bus lanes and stops*

The Development Plan (Appendix 2) indicates a proposed road network for the subject land. It offers a logical and safe circulation network for both vehicles and pedestrians/cyclists. The primary access point for the subdivision area is proposed as a boulevard with central median. The road, verge and median widths together with how it connects with the roundabout will be detailed at subdivision stage and designed to meet the requirements of the Responsible Authority.

GTA Consultants have prepared a Transport Impact Assessment which provides a detailed traffic engineering assessment of the proposed layout, including the internal access arrangements as well as the likely impacts on the surrounding road network of the proposed development. Cross Sections for proposed road types have been prepared and are attached at Appendix 13.

The traffic assessment concluded in part that:

- *The development of the site in accordance with the proposed Development Plan could generate up to 1,800 vehicles movements per day and 180 vehicle movements per hour in the peak periods.*
- *There is sufficient capacity within the existing road network to accommodate the additional traffic movements.*
- *The indicative street network has been designed in accordance with Clause 56 of the Latrobe Planning Scheme.*

The Lifestyle Village does not involve the subdivision of land and hence the internal road network will not be public roads. Despite this the road network has considered the provisions of Clause 56.06-8 of the Latrobe Planning Scheme which defines level 1 access streets. GTA have commented that:

It is anticipated that the proposed sites access roads and other primary roads will carry up to 320 vehicles per day. Therefore they meet the definition of an 'Access Street – Level 1'. The specified carriageway width for an 'Access Street – Level 1' is 5.5m. The indicative development plan anticipates that the proposed site access road and other primary roads within the development will be 5.5m.



The connection location from the lifestyle village to the north has been specifically selected to remove the need for a roundabout treatment on Marshalls Road. The access point is west of Glendale Road in the form of a new priority controlled T-intersection with Marshalls Road. A secondary access point is proposed to Park Lane to satisfy the requirements of CFA.

The connections from the residential development are to the east, west and south, and include:

- *Access point to the east which forms the western approach to the existing roundabout on Park Lane.*
- *Continuation of existing Cambridge Way to the west.*
- *Continuation of existing Mitchell Drive to the south.*

These require no significant infrastructure upgrades and the existing designs are considered to have sufficient capacity to cater for the proposed development.

A draft development plan (TNDP) has been prepared for the area of land immediately to the north of Marshalls Road covered by the DPO5. GTA Consultants have provided advice to Council in the form of a transport report which included flagging the need for Marshalls Road to be upgraded to a connector street in accordance with future traffic volumes.

Marshalls Road will need to be re-constructed in accordance with the requirements of a 'Connector Street – Level 2' in Clause 56.06-8 of the Latrobe Planning Scheme to accommodate the expected future traffic volumes.

It is however noted that the northern side of Marshalls Road will accommodate the road widening, and the road upgrade will have no detrimental impact on the layout for the FPDP.

The preliminary analysis of the area north of Marshalls Road indicated that the road network could support the future traffic volumes subject to the upgrading of Marshalls Road as part of the development of this area.

Pedestrian/cyclist networks and public transport are discussed below and shown on the Mobility Plan at Appendix 12.

- ***The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with Latrobe City Bicycle Plan 2007-2010, (as amended).***

The proposed road layout is indicated on the Development Plan (Appendix 2) and has been designed in a practical fashion to ensure traffic and pedestrian/cyclist safety. The road network in the residential area utilises a combination of Access Streets and Access Places as indicated in figure 6 and shown in the Cross Section at Appendix 13.



An Access Street is defined under Clause 56.06-8 as being 'a street providing local residential access where traffic is subservient, speed and volume are low and pedestrian and bicycle movements are facilitated'.

An Access Place is defined under Clause 56.06-8 as being 'a minor street providing local residential access with shared traffic, pedestrian and recreation use, but with pedestrian priority'.

The transport assessment notes that:

The nominated road hierarchy, has been designed to be consistent with the road hierarchy outlined within the Planning Scheme.

Based on the hierarchy the proposed road network will be capable of accommodating the traffic volumes expected to be generated by the subject site.

Figure 6: Road hierarchy plan



The layout sees provision of widened road reserves (18m) in the lower density area to create more open streetscapes that will offer a unique parkland feel to this part of the development. Sections of narrowed pavement will also be utilised, particularly adjacent to the open space area whereby they will aid in creating the parkland feel and act as traffic calming devices.

Both street types utilised throughout the development facilitate shared pedestrian and bicycle movements and each will be designed in accordance with the applicable

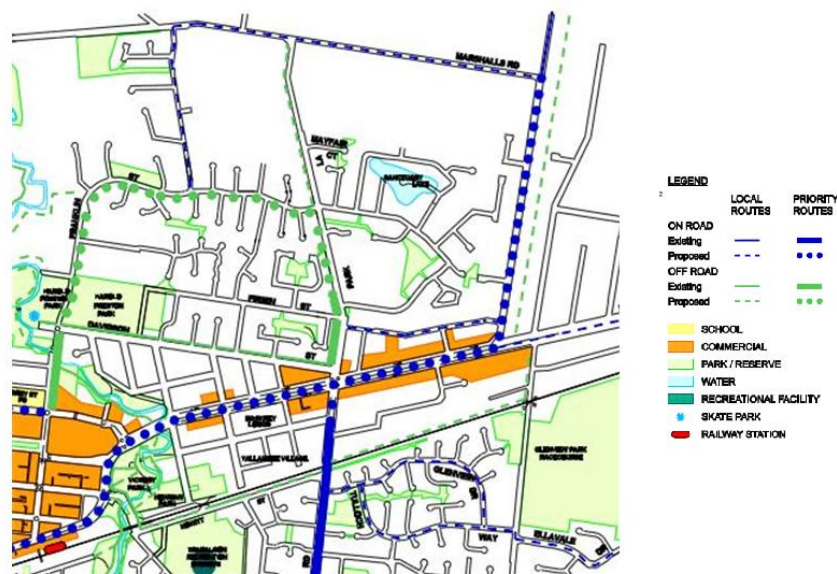


standards at subdivision stage. In addition, designated shared pathways are proposed to link the residential areas on site to surrounding developments and the lifestyle village.

Whilst roads in the lifestyle village will not be public roads they will be designed in accordance with the requirements of an Access Street to ensure safe circulation and access for service and emergency vehicles. The village is intended as a pedestrian focussed development.

The FPDP provides excellent shared pedestrian/bicycle links to the surrounding road and open space network. Links are proposed to Park Lane, Cambridge Way, Mitchell Drive, Lawson Court and Flinders Place to allow for connection to future on and off road bicycle routes planned under the Latrobe Bicycle Plan, see Figure 7 below. Furthermore a link is proposed along the ROS easement to aid in creation of a linear trail throughout the wider area. There is also ample scope for pedestrian and cycle links between the lifestyle village and the residential areas south of the ROS easement.

Figure 7: Latrobe Bicycle Plan – Traralgon Bicycle Network (plan cropped)



- *In consultation with relevant agencies and authorities, provision of public transport stops where appropriate within easy walking distance to residential dwellings and key destinations. Stops should also be located near active areas where possible.*

Figure 8 indicates the current bus network, which runs at 60 minute intervals and offer access to major features such as Traralgon Plaza, education facilities and recreation facilities. The closest stop is on Greenfield Drive approximately 160m from the north-west corner of the subject land. The TNDP proposes an extended route through the



development linking back to Traralgon Maffra Road, with a new bus stop just north of the Marshalls Road/Park Lane intersection. All lots within the subject development area are within suitable walking distance to an existing or proposed bus route as shown on the Mobility Plan at Appendix 12.

The GTA Report comments on public transport infrastructure:

Bus route 45 is currently the only public transport service which operates adjacent to the site. This service operates along Marshalls Road and Park Lane. No Bus services are proposed to operate within the internal road network and therefore streets within the site are not required to be designed to accommodate potential future bus services.

Figure 8: Existing public transport network



3.4 Open Space

- *The location and size of the proposed open spaces that cater for a range of user groups and provide a variety of functions that perform both an active and passive role for recreation, as appropriate.*

The Development Plan (Appendix 2) shows the location and size of proposed open space areas. Five types of reserves are offered in response to site constraints and opportunities.



A reserve is located in the south-western corner within the lower density residential area to aid in creation of a parkland feel to this premium aspect of the development. The land is unencumbered with no constraints and can be developed with landscape features as required to meet the future open space needs of residents. This park will be treated in an appropriate landscape fashion to ensure it becomes a highly desired aspect of the premium residential area and makes a positive contribution to amenity levels.

Photograph 9: Example of a small park making a positive contribution to a residential area



Two reserves are proposed at the southern end of the development to allow pedestrian/cyclist links with Flinders Place and Lawson Court as space has been left to continue these connections and integrate the existing developed residential areas with the FPDP area.

A large central reserve of 1.11ha is located adjacent to the ROS to cater for both useable open space and stormwater retention/treatment. This area is capable of accommodating landscape features and canopy trees and provides an extension to the ROS easement. Medium density allotments are designed to overlook this reserve, which is central to the standard allotments and the Lifestyle Village.

The ROS easement is also proposed as open space due to the constraints posed. Whilst generally considered as undevelopable, the FPDP is strongly lobbying for landscape works to be permitted in this area to create a pleasant outlook for residents and enable good pedestrian/bicycle networks. It is intended that the ROS easement be enhanced with low impact landscape features (as appropriate and to the satisfaction of Gippsland Water) to enhance the space and enable it to form a meaningful contribution to the open space areas. In a meeting of 20 November 2012 between Millar Merrigan and Gippsland Water (attended by Anthony Faltum, Paul Young, Lindsay Nation, Michael Johnston and Geoff Harris of GW) it was agreed that low impact landscaping works including ground covers and gravel paths may be permissible within the ROS easement, however no canopy trees or WSUD works are to be contained within the easement. Gippsland Water indicated that lots/dwellings overlooking the ROS as proposed in the Master Plan were appropriate, however crossings should be minimised. The Master Plan shows one pedestrian crossing that links the residential area to the lifestyle village, and this would be subject to detailed design and can be constructed to Gippsland Water's requirements. As discussed in the meeting the easement is to be created as a Gippsland



Water Reserve with 24 hour access required, however an agreement can be put in place for Council to maintain the area, as is the case with neighbouring developments that abut the ROS easement.

A dedicated open space area is indicated at the north-east corner of the lifestyle village to accommodate a stormwater retarding basin. WSUD features in the village could be considered towards an open space contribution. A community facility including outdoor facilities is also indicated however this has not been included within the dedicated area of open space as the details are subject to future planning approval. The location of this would complement the potential commercial/aged care junction of Marshalls Road and Park Lane.

In total the open space areas offer approximately 2.67 hectares or 11.01% of the total site area. It is noted that some areas of open space are encumbered through proposed stormwater treatment works, however these areas are subject to detailed engineering design. Open space can be provided as either land, a cash contribution, or a combination of both. The DP provides for 5.09% unencumbered open space.

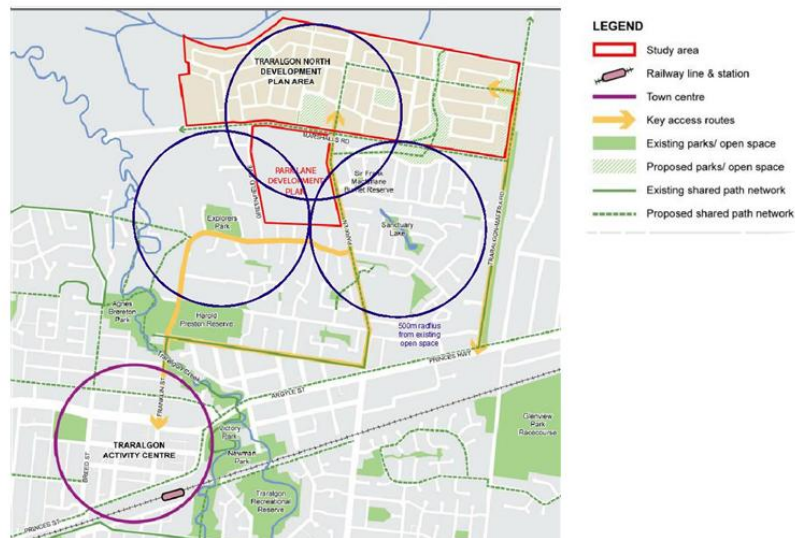
- ***Public open spaces designed to provide:***
 - ***Public spaces of a minimum of 0.5 hectares within a 500 metre walking distance of all residents in accordance with Latrobe City Public Open Space Plan 2007, (as amended).***
 - ***The inclusion of pedestrian and cycle paths and play equipment, that encourage active recreational opportunities.***

All lots within the FPDP are located within 500m of usable public open space. The main reserve is located centrally and is more than twice the required area of 0.5 hectares.

There are also major open space areas proposed as part of the abutting TNDP and there are many existing open space areas within close proximity that encourage a range of active recreational opportunities.

All lots are within walking distance to public open spaces and a shared path network will provide maximum levels of accessibility.

Figure 9: Open Space Network (sourced from TNDP)



- ***Opportunities for visual surveillance to promote safety of users, through encouraging active frontages, using buildings to frame public spaces and locating open spaces within or adjacent to activity centres where possible.***

Good urban design principles have been employed to create a development with excellent levels of visual surveillance. As discussed above, the layout offers excellent reserve interface with roads provided along open space perimeters. It is intended that all future dwellings be orientated to overlook open spaces to maximise surveillance and create a sense of safety throughout the development.

- ***A landscape concept plan for all open space areas, indicating the location of plantings, pathways, shade, shelter and seating at activity areas as well as at intervals along pathways.***

The Landscape Concept Plan (Appendix 5) shows an indicative treatment and plant schedule for public open space areas. Pedestrian links, seating and shading features are indicated however landscape details will be developed at the subdivision stage.

Key features of the design intent include provision of large canopy trees along the main road to create a boulevard entrance and striking avenue. Varying other tree types are indicated throughout the development to reinforce street hierarchies and create differing feels between each of the residential densities.



The large central reserve offers ample space for recreation together with stormwater retardation/quality features. Large canopy trees will be clumped together to create a leafy and attractive park with seating spots and the potential for a gazebo/shade structure.

The park central to the lower density area will be a unique feature overlooked by adjacent dwellings. Open space will be maximised and pedestrian/bicycle movements prioritised through use of narrowed pavements to reduce traffic speed and create a spacious and high amenity like feel to this area of the development. There is also scope for seating a gazebo/shade structure in this reserve.

The shared path along the ROS easement is intended to meander amongst vegetation. As discussed with Gippsland Water, low impact landscaping could be incorporated into the ROS easement in accordance with their requirements. Such detail can be provided at the subdivision stage.

3.5 Community Hubs and Meeting Places

- *In consultation with relevant agencies and authorities, the provision of appropriate community facilities, including schools, pre-schools, maternal child health centres, senior citizen centres and general community centres within a walkable range of 400-800 metres across large subdivisions.*

The subject Development Plan offers potential for approximately 168 residential lots as shown on the Master Plan which does not warrant provision of additional major education or community facilities given the location of the site on the edge of the Traralgon township. In the local area there are a range of existing facilities including a number of primary schools, child care centres and a range of other community facilities.

A community hub is also proposed within the TNDP north of Marshalls Road. The TNDP notes that *the future facilities and services to be provided at the community hub should be determined through a master planning process, and be based on an assessment of the demographic profile, population projections and supply, distribution and capacity of community infrastructure.*

Based on existing facilities and those which can be accommodated within the TNDP there is no additional need to provide community facilities on the subject site.

Minor community facilities will be provided within the lifestyle village for the enjoyment of residents. It is not intended to be a publically accessible community facility and as such the location at the entrance to the village is appropriate.



- **Provision for access and social interaction, particularly where this encourages physical activity. For example:**
 - *Consider the need for public amenities, including toilets and bicycle parking at key destinations in accordance with the Latrobe City Public Toilet Strategy 2006 (as amended) and Latrobe City Bicycle Plan 2007-2010 (as amended).*
 - *The pattern and location of pedestrian and bicycle paths should provide safe and practical access to and from community hubs and meeting places.*
 - *Spaces should be designed to accommodate community events and cultural programs including local arts activities and other festivals.*

The proposed shared path network encourages social interaction and physical activity and is consistent with the Latrobe City Bicycle Plan. It offers links to the proposed open space facilities in the TNDP area to the north and to the existing open space areas to the north-east of the Traralgon Township.

As noted within Latrobe City Council's *Public Toilet Plan 2010-2014*, there would be no need to provide public toilets within the development site. The facilities proposed within the open space are not significant enough (by definition within the Plan) to require public toilets.

3.6 Flora and Fauna

- ***In consultation with the Department of Sustainability and Environment, a flora and fauna survey, prepared by a suitably qualified expert, which includes but is not limited to species surveys for Growling Grass Frog (*Litoria raniformis*) and Dwarf Galaxias (*Galaxiella pusilla*), and measures required to protect the identified species.***

Biosis Research have prepared a Flora and Fauna Assessment for the subject site. The assessment states:

- *No terrestrial fauna species of national or state significance were recorded during the site inspection and none are likely to occur due to lack of suitable habitat.*
- *No flora species of national or state significance were recorded during the site inspection and none are likely occur due to lack of suitable habitat.*

The recommendations of the report are:

This addendum report addresses the recommendations of the initial due diligence assessment (Biosis Research 2011) for the revised (reduced) study area only.

A planning permit is required to remove scattered native vegetation within the study area under Clause 52.17 of the Latrobe Planning Scheme. Overall, the revised study area is of low ecological value, surrounded by residential housing and agricultural land and no further survey is recommended.



- **An assessment of any native vegetation to be removed having regard to Victoria's Native Vegetation Management: A Framework for Action, including how it is proposed to protect and manage any appropriate native vegetation.**

No native vegetation is proposed to be removed to provide for the development of the land.

As discussed in the Flora & Fauna Assessment:

Two isolated trees, Blackwood Acacia melanoxylon and Black Wattle Acacia mearnsii are present within the Marshalls Road road reserve, however following review of the preliminary development plan, it appears they will not be impacted by the proposed development.

- **Regard must be had to the West Gippsland Native Vegetation Plan 2003.**

As discussed in the Flora and Fauna Assessment:

The proposed development does not entail the removal of patches of native vegetation as determined by the Framework and as such an assessment against Victoria's net Gain policy is not required and there are no additional permit requirements for the project under the relevant West Gippsland Native Vegetation Plan (2003).

- **Any management plan should take into account that the Strzelecki Bioregion is one of Victoria's most fragmented Bioregions and address this as a consideration.**

The Development Plan Overlay – Schedule 5 covers a range of areas within the municipality of Latrobe City. It is noted that the subject land is not contained within the Strzelecki Bioregion, rather it is within the Gippsland Plain Bioregion.

3.7 Cultural Heritage

- **A cultural heritage assessment including how cultural heritage values will be managed.**

As outlined in the attached Aboriginal Heritage Due Dilligence Study (Appendix 9), the site is not in an area of cultural heritage sensitivity:

The activity area is not an area of cultural heritage sensitivity in accordance with either the Regulations or the AAV 1:100,000 Map - Areas of Cultural Heritage Sensitivity in Victoria 8221 – Traralgon.

The due diligence study confirms that Cultural Heritage Management Plan is not required for the subject site:



It is my expert opinion that a CHMP, as defined in the Aboriginal Heritage Act 2006, need not be lodged as part of an application for planning approval for the proposed residential development of the activity area. Furthermore, it is also my professional view the progress of such an application cannot be suspended in accordance with Section 52 of the Act.

This opinion is based on the understanding that the activity area is not an area of cultural heritage sensitivity.

3.8 Staging and Implementation

- ***The development plan should be prepared with an appropriate level of community participation as determined by the Responsible Authority.***

There has been a substantial amount of consultation, particularly with Gippsland Water surrounding the ROS easement, and the final Development Plan (Appendix 2) has considered all aspects of applicable policy and responded to site conditions appropriately.

- ***An implementation plan must be submitted as part of the development plan, indicating the proposed staging of the development.***

An indicative staging plan has been prepared and is attached at Appendix 4. The first stage will see the land separated into two parcels to enable the lifestyle village and residential subdivision to proceed individually. The remaining stages relate to the residential subdivision and are arranged in a logical fashion, both in response to market demand and ease of infrastructure provision.

Proposed public open space areas are also included within the stages to enable their timely creation and development.

Staging has primarily been informed by the layout of required sewerage infrastructure to ensure that servicing can be undertaken viably. It also responds to existing surrounding road networks.

- ***The approved Development Plan may be amended to the satisfaction of the responsible authority***

The proposed development plan provides an intended development layout whilst maintaining some flexibility to avoid the requirement for the Development Plan to be amended for minor variations.

NBA Group Pty Ltd



4 Appendix 1 – Certificate of Title

Volume 9352 Folio 257



5 Appendix 2 – Development Plan

Reference: 16547DP1 Version 3



6 Appendix 3 – Master Plan

Reference: 16547MP1 Version 6



7 Appendix 4 – Staging Plan

Reference: 16547P3 Version 3



8 Appendix 5 – Landscape Concept Plan

Reference: 16547L01 Version 3 - 2 Sheets



9 Appendix 6 – Infrastructure Servicing Report

As prepared by Millar Merrigan March 2013



10 Appendix 7 – Flora & Fauna Assessment

As prepared by Biosis Pty Ltd 21 November 2012



11 Appendix 8 – Transport Impact Assessment & Addendum Letter

As prepared by GTA Consultants Pty Ltd 20 November 2012 & 15 March 2013



12 Appendix 9 – Aboriginal Heritage Due Diligence Study

As prepared by Andrew Long & Associates 28 September 2012



13 Appendix 10 – Preliminary Surface Water Management Report

As prepared by Water Technology Pty Ltd March 2013



14 Appendix 11 – Context Plan

Reference: 16547 DP2 Version 1



15 Appendix 12 – Mobility Plan

Reference: 16547 DP3 Version 2



16 Appendix 13 – Cross Sections

Reference: 16547MP4 Version 2



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VOLUME 09352 FOLIO 257

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LAND DESCRIPTION

Lot 1 on Title Plan 552002D.
PARENT TITLE Volume 08623 Folio 771
Created by instrument H658406 28/08/1979

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
6 STAR DEVELOPMENTS PTY LTD of LEVEL 3 28 KAY STREET TRARALGON VIC 3844
AK005752Q 02/11/2012

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AK005753N 02/11/2012
AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE TP552002D FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
AK005751S	WITHDRAWAL OF CAVEAT	Registered	02/11/2012
AK005752Q	TRANSFER	Registered	02/11/2012
AK005753N	MORTGAGE	Registered	02/11/2012

-----END OF REGISTER SEARCH STATEMENT-----

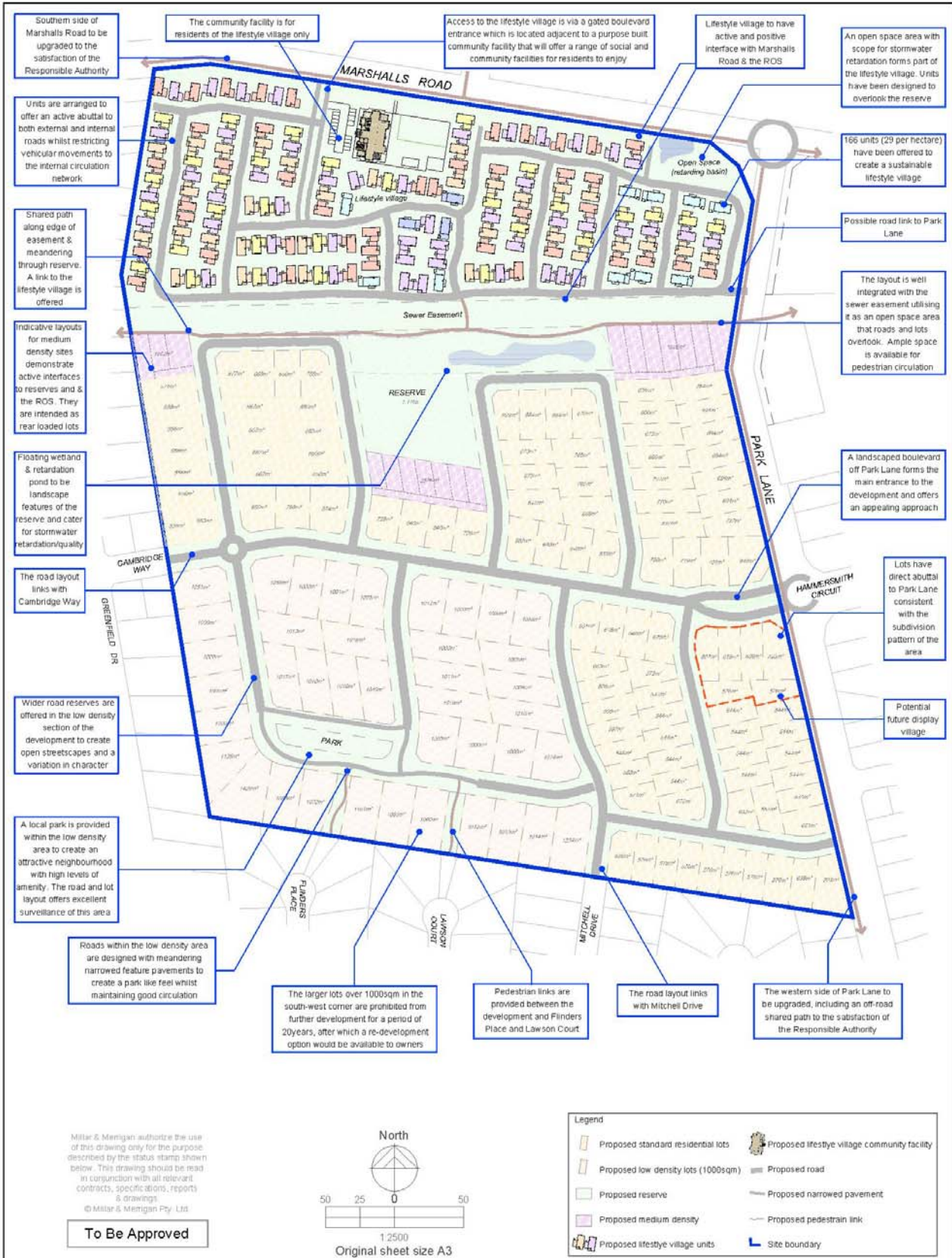
Additional information: (not part of the Register Search Statement)

Street Address: PARK LANE TRARALGON VIC 3844

DOCUMENT END

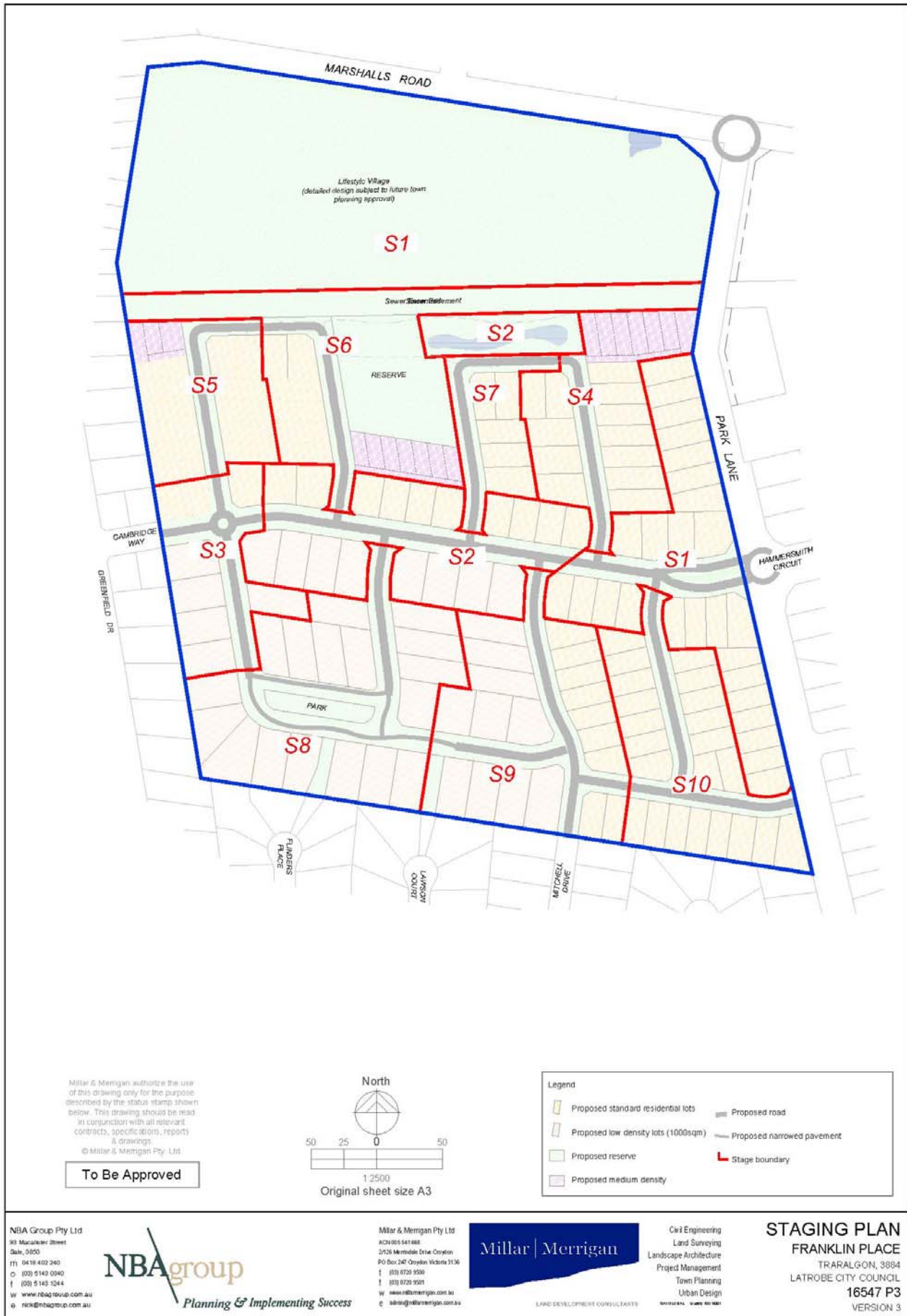
TITLE PLAN	EDITION 1	TP 552002D						
Location of Land Parish: TRARALGON Township: Section: A Crown Allotment: Crown Portion: TRARALGON EAST PRE-EMPTIVE RIGHT (PT) Last Plan Reference: LP74280 Derived From: VOL 9352 FOL 257 Depth Limitation: NIL		Notations ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN						
Description of Land / Easement Information <div style="background-color: #ffffcc; padding: 5px;"> <p style="text-align: center;">ENCUMBRANCES REFERRED TO</p> <p>As to the land shown marked B - - - - -</p> <p><u>THE EASEMENT</u> to Latrobe Valley Water- and Sewerage Board created by - - - - - Instrument A940200 - - - - -</p> </div>		THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT COMPILED: 04/07/2000 VERIFIED: C.L.						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">TABLE OF PARCEL IDENTIFIERS</th> </tr> <tr> <td colspan="2" style="font-size: small;">WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962</td> </tr> <tr> <td colspan="2" style="font-size: small;">PARCEL 1 = LOT 2 ON LP74280</td> </tr> </table>			TABLE OF PARCEL IDENTIFIERS		WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962		PARCEL 1 = LOT 2 ON LP74280	
TABLE OF PARCEL IDENTIFIERS								
WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 8A of the Sale of Land Act 1962								
PARCEL 1 = LOT 2 ON LP74280								
LENGTHS ARE IN METRES	Metres = 0.3048 x Feet Metres = 0.201168 x Links	Sheet 1 of 1 sheets						





To Be Approved

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Franklin Place, Traralgon

Infrastructure Services Report

Franklin Place Development Plan, Traralgon

Municipality: Latrobe City Council

Prepared by: Millar Merrigan on behalf of
NBA Group Pty Ltd

Reference: 16547/8.1

Date: 18 March 2013

Infrastructure Servicing Report
16547 Franklin Place, Traralgon

Millar | Merrigan

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Infrastructure Servicing Report
16547 Franklin Place, Traralgon

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Executive Summary

Millar Merrigan have been engaged by the NBA Group to provide a Preliminary Infrastructure Services Report to facilitate the formation of a Master Plan and Development Plan for a site of approximately 24.25ha north of Traralgon township and contained within Development Plan Overlay Schedule 5 (DPO5) of the Latrobe City Council Planning Scheme. A preliminary Master Plan has been prepared and an Outline Development Plan has previously been prepared for the broader Marshalls Road DPO5 area by NBA Group and Millar Merrigan. Latrobe CC has subsequently commissioned consultants to undertake further background studies and prepare a draft Development Plan for the broader DPO5 (but not including the subject site) known as the Traralgon North Development Plan (TNDP) and the TNDP and accompanying reports are currently on public exhibition. This report responds to the various provisions of the Latrobe Planning Scheme relating to physical infrastructure and in particular the applicable provisions of DPO5 and Council policies relating to environmental sustainability and liveability through best practice urban design.

Gippsland Water controls both sewer and water infrastructure in this area. Gippsland Water has advised that the site can be provided with reticulated water. Existing sewerage infrastructure is in place to service the site without the requirement for upgrading. The Regional Outfall Sewer (ROS) runs through the site and discussions have been had with Gippsland Water regarding landscaping of the easement and crossing the ROS. It was agreed that services such as drainage can cross the easement with the full detail to be sorted out at the design phase.

Site stormwater works will require liaison with both West Gippsland Catchment Management Authority and Latrobe City Council. It is proposed to provide an integrated, hydraulic, water quality and landscape solution that includes WSUD elements within retardation areas to achieve best practice. A preliminary Surface Water Management Report has been completed by Water Technology (March 2013).

GTA Consultants have completed a Transport Impact Assessment (November 2012) that examines external traffic flow, internal traffic movements and proposed intersection works onto abutting roads, as well as a letter addendum (March 2013). The internal road network was found to be appropriate for vehicle and pedestrian movements. The surrounding road network is expected to accommodate the new development satisfactorily.

The relevant electricity authority for the area is SPAusNet who have advised that there are no anticipated issues with regard to network capacity. Existing assets on Park Lane, Marshalls Road and Greenfield Drive may be utilised to support the development.

APA Group have assets located in close proximity to the site along Marshalls Road and Park Lane which will be capable of supplying the residential and lifestyle lots with natural gas.

Telecommunications assets lie in the vicinity of the development and it is envisaged that they may be provided in a timely and cost effective manner.

The development has been assessed by Biosis which concluded that there are no significant flora and fauna issues associated with the site. Andrew Long and Associates have assessed the subject site and contend that it is not an area of cultural heritage sensitivity.

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The site represents a viable development that can be readily serviced by the upgrade and extension of existing infrastructure. A logical sequence of works is required in order to provide for timely and cost effective infrastructure upgrades.

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Appendix C – Traralgon North Development Plan – Preliminary Servicing Report

Appendix D – Floating Wetland MUSIC Model

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1 Introduction

Millar Merrigan have been engaged by the NBA Group to provide an Infrastructure Services Report for an area of land contained within DPO5 of the Latrobe City Council Planning Scheme at Traralgon North. In order to inform this and other background reports, Millar Merrigan worked in conjunction with the NBA Group to prepare a Master Plan which is attached in Appendix A. The site can be more specifically described as:

Table 1 - Property Titles

Titles	Proprietor	Approx. Size (ha)
Lot 1 PS552002D	6 Star Developments Pty Ltd	24.3

The land falls within the Latrobe City Council municipality and is currently Residential Zone 1. *Figure 1* shows the development's position in relation to the Traralgon Township and show the extent of the DPO5.

Figure 1 - Locality Plan

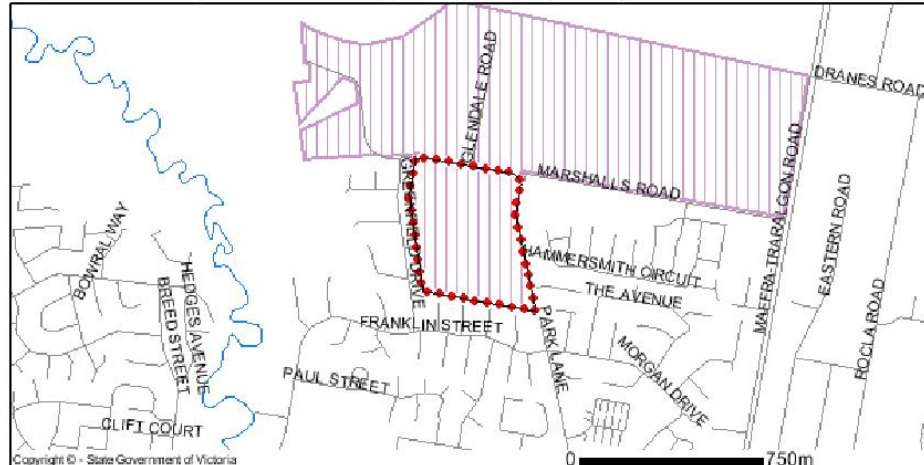


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Figure 2 – Development Plan Overlay – Schedule 5 (DPO5)



A summary of the key issues and concepts forming the basis of the Master Plan is as follows:

Residential Development

The proposal adopts a grid pattern where possible which provides the potential for the widest possible range and variety of residential lot sizes. The predominant north/south and east/west orientation provides for regular shaped lots and solar orientation considerations, with the size of lots and density to be determined by the respective owner and the Council.

The road pattern is designed to provide for connectivity and internal traffic safety. Each of the lots are within walking and cycling distance of the neighbourhood reserves, and will be capable of providing appropriate links to sporting, educational and community facilities

Traffic Considerations

The proposal abuts a major connector road (Marshalls Roads) and Park Lane to the east. Road connections to the external network have been limited with one connection to the local road network from each of the northern, southern and western boundaries. The main entry is proposed from the existing roundabout at Hammersmith Circuit/Park Lane and one other possible connection to Park Lane is indicated. Additional pedestrian/cycling links are shown and the potential exists for pedestrian/cycling links within landscaped open space areas to the surrounding area and neighbourhood facilities.

The proposal provides for a logical number of east/west and north/south connector roads, with internal roads being indicated to provide for well shaped, and economically constructed, future residential allotments. Roundabouts, or traffic calming measures, have been introduced to provide safety measures and form part of the streetscape beautification. The Regional Outfall Sewer (ROS) forms a significant constraint and as such it has not been proposed to cross this with any road.

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Ecological

Biosis has prepared a flora and fauna assessment which found that there were no significant flora and fauna issues associated with the site and recommended that no further survey be required.

Lifestyle Village

An indicative design of a sustainable lifestyle village indicates 162 units and communal facilities located in the north of the site. Units are arranged to provide an active abuttal to both external and internal roads whilst restricting vehicular movements to the internal circulation network.

Drainage

Topographically speaking, the site is relatively flat and falls steadily to the north towards Marshalls Road. Stormwater discharges have been designed to eventually reach the Latrobe River and Traralgon Creek after navigating Marshalls Road. Best Practice Management objectives are therefore applicable for quality and quantity. The West Gippsland Catchment Management Authority (WGCMA) and Latrobe City Council are the referral authorities for drainage and have been consulted by Water Technology in the formulation of the Preliminary Surface Water Management Report (March 2013).

Sewer easement

The ROS sewer main traversing the site is set aside in an existing easement. The urban design layout has been designed to ensure that there is an active abuttal to this easement which is to be utilised as Gippsland Water Reserve with provision for providing pedestrian linkages in a landscaped setting. The easement effectively separates the residential style allotments from the lifestyle village area.

Cultural Heritage

An Aboriginal Heritage Due Diligence Study and Implications for Development report has been carried out by Andrew Long and Associates Pty Ltd for the subject site (September 2012). Andrew Long commented:

It is my expert opinion that a CHMP, as defined in the Aboriginal Heritage Act 2006, need not be lodged as part of an application for planning approval for the proposed residential development of the activity area. Furthermore, it is also my professional view the progress of such an application cannot be suspended in accordance with Section 52 of the Act. This opinion is based on the understanding that the activity area is not an area of cultural heritage sensitivity.

Preliminary Servicing Report

A preliminary Servicing Report has been conducted for the Traralgon North Development Plan by TGM Group Pty Ltd. This is included in Appendix C and incorporates information supplied by the Latrobe City Council, information from the Traralgon North Agency and Authority Workshop, and from service providers. The report covers the whole of the development plan area and includes relevant information for the Park Lane development.

The Master Plan has considered the servicing requirements and information following discussions with the relevant authorities. This report has been prepared as part of the planning process to demonstrate the rationale for the proposal with regards to the provision of infrastructure. Supply conditions will meet the requirements of these servicing authorities. Details on existing infrastructure can be seen in section 3 of this report.

2 Applicable Latrobe City Council Planning Provisions

Schedule 5 to the **Development Plan Overlay** requires a development plan to show:

Land Use & Subdivision

- *Street networks that support building frontages with two way surveillance.*
- *An accessible and integrated network of walking and cycling routes for safe and convenient travel to adjoining communities (including existing and future areas included in the DPO), local destinations or points of local interest, activity centres, community hubs, open spaces and public transport.*
- *The provision of any commercial facilities and the extent to which these can be co-located with community and public transport facilities to provide centres with a mix of land uses and develop vibrant, active, clustered and more walkable neighbourhood destinations.*

Infrastructure Services

- *An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.*
- *The pattern and location of the major arterial road network of the area including the location and details of any required:*
 - *road widening*
 - *intersections*
 - *access points*
 - *pedestrian crossings or safe refuges*
 - *cycle lanes*
 - *bus lanes and stops*
- *The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with Latrobe City Bicycle Plan 2007-2010, (as amended).*
- *In consultation with relevant agencies and authorities, provision of public transport stops where appropriate within easy walking distance to residential dwellings and key destinations. Stops should also be located near active areas where possible.*

The **State Planning Policy Framework** provides a context for spatial planning and decision making by planning and responsible authorities, and seeks to inform integrated decision making including the economic and sustainable development of land.

Provisions particularly relevant to infrastructure include:

Settlement (Clause 11): *Planning is to contribute to energy efficiency, prevention of pollution to land, water and air, protection of environmentally sensitive areas, and land use and transport integration.*

Planning for Growth Areas (11.02-2) includes the objective of *providing efficient and effective infrastructure* and the following strategies:

- *Deliver timely and adequate provision of public transport and local and regional infrastructure, in line with a preferred sequence of land release.*
- *Create well planned, easy to maintain and safe streets and neighbourhoods that reduce opportunities for crime, improve perceptions of safety and increase levels of community participation.*

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Structure Planning (11.02-3) seeks to facilitate the orderly development of urban areas and strategies include facilitating logical and efficient provision of infrastructure and use of existing infrastructure and services.

Sequencing of Development (11.02-4) seeks to manage the sequence of development in growth areas so that services are available from early in the life of new communities, and contains the following strategies:

- Define preferred development sequences in growth areas to better coordinate infrastructure planning and funding.
- Ensure that new land is released in growth areas in a timely fashion to facilitate coordinated and cost-efficient provision of local and regional infrastructure.
- Require new development to make a financial contribution to the provision of infrastructure such as community facilities, public transport and roads.
- Improve the coordination and timing of the installation of services and infrastructure in new development areas.
- Support opportunities to co-locate facilities.
- Ensure that planning for water supply, sewerage and drainage works receives high priority in early planning for new developments.

Significant environments and landscapes (12.04) seeks to protect and conserve environmentally sensitive areas.

Floodplains (13.02) outlines the requirements for Floodplain Management.

Water (14.02) deals with the appropriate management of water catchments.

Neighbourhood and Subdivision Design (15.01-3) and Design for Safety (15.01-4) emphasises the importance of safe and convenient road networks, particularly for pedestrians and cyclists, it also emphasises the importance of improved energy efficiency and water conservation as does Sustainable Development (15.02)

Transport (Clause 18) outlines measures to ensure an integrated and sustainable transport system including taking advantage of all modes of transport and improving access to public transport, walking and cycling networks.

Infrastructure (Clause 19) seeks to ensure that physical infrastructure is provided in a way that is efficient, equitable, accessible and timely.

Water Supply, Sewerage and Drainage (19.03-2) has the following objective: *To plan for the provision of water supply, sewerage and drainage services that efficiently and effectively meet State and community needs and protect the environment.* The following strategies are particularly relevant:

- Provide for sewerage at the time of subdivision, or ensure lots created by the subdivision are capable of adequately treating and retaining all domestic wastewater within the boundaries of each lot.
- Plan urban stormwater drainage systems to:
 - Coordinate with adjacent municipalities and take into account the catchment context.
 - Include measures to reduce peak flows and assist screening, filtering and treatment of stormwater, to enhance flood protection and minimise impacts on water quality in receiving waters.
 - Prevent, where practicable, the intrusion of litter.

Stormwater (19.03-3) seeks to minimise the impact of stormwater in bays and catchments.

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Telecommunications (19.03-4) seeks to facilitate the orderly development and extension of telecommunications infrastructure.

The **Municipal Strategic Statement** contains a number of policies relating to infrastructure provision that reinforce and emphasise a number of State Policies including encouragement of environmentally sensitive development and modes of transport other than private vehicles.

Environmental Sustainability Overview (21.03-2) outlines Latrobe City Council's overarching policy of 'Ecological Sustainable Development' which includes improving the ecological integrity of urban areas.

Greenhouse & Climate Change Overview (21.03-4) seeks to limit the impact of greenhouse gases and climate change including through the promotion of walking, cycling and public transport use.

Water Quality & Quantity (21.03-5) seeks improvement to river health and encourages Water Sensitive Urban Design.

Built Environmental Sustainability (21.04) contains the following vision statement:

Council will consider planning applications and make decisions in accordance with the following vision:

- *To promote the responsible and sustainable care of our built environment for the use and enjoyment of the people who make up the vibrant community of Latrobe Valley.*
- *To develop clear directions and strategies through consultation with the community ensuring sustainable and balanced development.*

The importance of high quality urban design is emphasised in 21.04-5.

Infrastructure Overview (21.04-6) notes that Council has adopted asset management plans (and standards) for a range of infrastructure items including roads, footpaths, drains, culverts, signs, trees, streetlights as well as for community services.

Objectives include:

- *Ensure integration of roads, bike paths, footpaths and public transport options.*
- *To provide guidelines for developers regarding engineering requirements ensuring that minimum design standards are achieved.*

Strategies include:

- *Implement Latrobe City Council's Asset Management Strategy and associated guidelines.*

Specific Main Town Strategies - Traralgon (21.05-6) references the Traralgon Structure Plan and the subject site is shown as part of future residential area 11, see Figure 3 below. Clearly the land has since been rezoned.

Policies for **Residential** areas include:

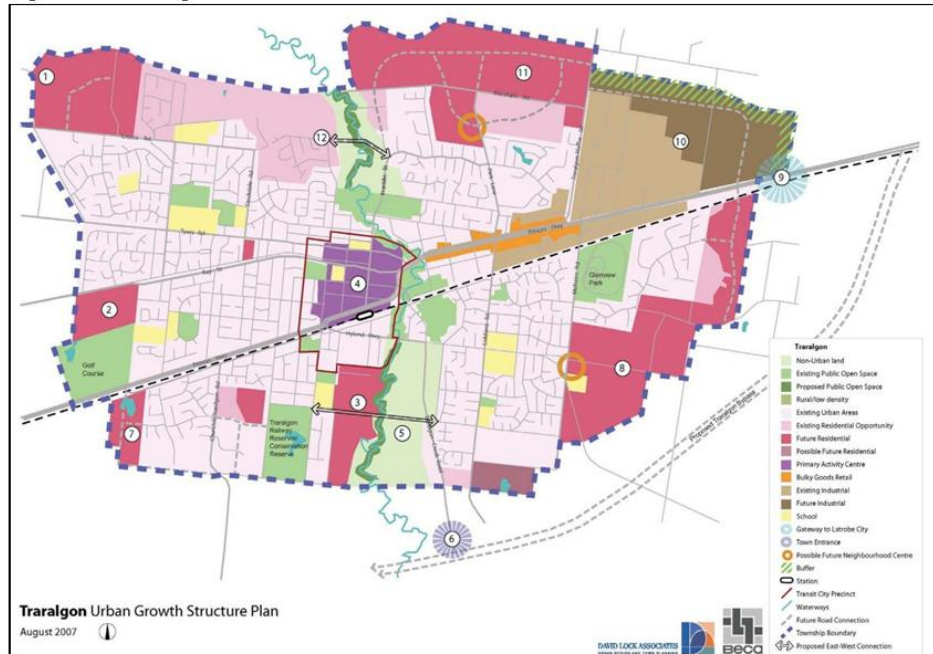
- *Where appropriate, mitigate flooding and encourage residential development within Areas 1, 11 and 12.*

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Figure 3 - Traralgon Structure Plan



Liveability (21.08) outlines Councils vision to enhance quality of life through the provision of integrated services.

Healthy Urban Design Overview (21.08-3) states:

Healthy Urban Design Good Practice Guideline – Meeting Healthy by Design Objectives is an initiative of Latrobe City Council which aims to accommodate the community, pedestrians and cyclists as a first priority in street, building and open space design. The *Healthy Urban Design Good Practice Guideline* has been developed for guidance in designing and developing healthy lifestyles for the community. The *Healthy Urban Design Good Practice Guideline* supports state government initiatives such as *Melbourne 2030* and it encourages:

- Walkable neighbourhoods, including safe and attractive pedestrian and cycle routes to all key local destinations.
- Design of legible street networks that are clear and easy to navigate.
- Open space that incorporates a range of shade, shelter, seating and signage opportunities.
- Building design that maximises natural surveillance and active street frontages.
- Maximised public transport options and connections to all key destinations.
- Community spaces or buildings that incorporate a variety of uses.
- Avoiding opportunities for concealment and entrapment along paths and in community spaces.
- Minimal fencing and walls, with maximum lighting, windows, doors, articulation to facades and use of low walls and transparent fencing.

Issues associated with liveability and residential development include:

- The main towns of Latrobe City are experiencing growth. As these towns continue to grow, new residential development is located further from town centres, and therefore access to services and community facilities is reduced.

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- Residents of Latrobe City have a lower average life expectancy due to higher incidences of cancer, cardiovascular disease and mental disorders. Council therefore recognises the need to influence health outcomes through the built environment by encouraging active living and social interaction for residents.

Issues associated with liveability and **community centres** include:

- New residential development on the fringe of expanding main towns within Latrobe City are at risk of being disconnected from community services and facilities without walkable access to local hubs.
- Street lighting, particularly in laneways, needs to be improved within Latrobe City to increase safety and amenity of community areas at night.

Issues associated with liveability and **open space** and path networks include:

- Public transport opportunities, walking and cycling paths, and linkages between small and main towns in Latrobe City are not always available.
- Currently Latrobe City lacks appropriate alternatives for walking/cycle paths that provide both leisurely and direct routes. Providing paths that allow both recreational opportunities and destination based routes would benefit residents and visitors by enabling journey choice.

The objectives of this clause include: to provide for walkable neighbourhoods, ensuring public transport, shops, public open space and mixed use community centres are close to all dwellings.

Residential Subdivision (Clause 56) seeks in part to ensure residential subdivision design deals appropriately with access and mobility (56.06), integrated water management (56.07) and utilities (56.09).

The Decision Guidelines (65.01) requires consideration of:

- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

The above provisions have been considered in the formulation of the Master Plan and are reflected in the associated preliminary infrastructure responses.

3 Utilities

Millar Merrigan has made enquiries of the following service authorities to determine the current location and capacity of existing infrastructure assets and the potential for these to cater for the development of the site for residential purposes as proposed:

Sewerage:	Gippsland Water
Water:	Gippsland Water

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Electricity:	SP AusNet
Gas:	APA Group/Envestra
Telecommunications:	Telstra/NBN Co.

All services will be designed in accordance with the requirements of the relevant supply authorities. It is envisaged that services can be provided to each lot in a timely, efficient and cost effective manner.

3.1 Sewer

The relevant service authority for sewer in the area is Gippsland Water. The following advice has been provided by Paul Young of Gippsland Water:

- *The land to the south of Marshalls Road can be serviced by the existing sewerage system via simple main extensions.*
- *The land to the south of Marshalls Road has the Regional Outfall Sewer traversing through it. This is a significant asset that must be protected. When development occurs the existing 20 metre easement will need to be converted to a Gippsland Water reserve.*

Gippsland Water maintained sewerage assets will be reticulated throughout the development/subdivision and design will need to accommodate appropriate outfall. There is an existing manhole located to the north-west corner of the site which Gippsland Water has advised will have sufficient capacity to support the proposed development.

A Regional Outfall Sewer (ROS) traverses the site from east to west dissecting the site in two. Also within the 20 metre easement are two sewer rising mains. The area to the north of the sewer is intended to be a lifestyle village and the area to the south will be a mix of Residential and Medium density housing. Gippsland Water has advised that any service that is to cross the ROS will need to maintain a minimum of 1m clearance from the service and must also be sleeved in the vicinity of the service. These services will need to be considered in the full detailed design phase.

The Preliminary Servicing Report conducted by TGM Group Pty Ltd (Appendix C) in March 2012 also commented that:

The Regional Outfall Sewer that connects to the Traralgon Emergency Storage Plant via land to the south of Marshalls Road will require protection and therefore Gippsland Water require appropriate reserve rights. It is understood that the reserve width is a minimum of 20m wide. The pipeline is shallow and fragile, and any infrastructure crossing the reserve shall require careful planning and assessment.

In a meeting with Gippsland Water on 20 November 2012 the potential uses of the ROS easement were discussed. It is intended that the easement/reserve area over the ROS will be landscaped and will include pedestrian/cycle paths. The intention is to provide a usable open space with high visual amenity and community value. Gippsland Water have advised that they will be unlikely to oppose the use of gravel paths and shrubs however there is still discussions to be had within their organisation as to the spanning requirements to avoid loading on the ROS. Gippsland Water will not allow any fixed assets such as light poles and playgrounds as there is a 24 hour access requirement over the land. In this meeting it was agreed that any drainage could cross the ROS either under or over

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the ROS and that this could be dealt with at the detailed design phase once the pipe has been accurately located.

The servicing of the site was also discussed in further detail during this meeting and Gippsland Water advised that their preference would be to sewer the site from manhole PL1/5 shown at the north-west corner of the development (Figure 4).



Figure 4 - Sewer Asset Plan

The ROS and adjacent rising mains have been located using hydro excavation techniques in order to determine the exact location and depth of the assets. It is evident from this survey that drainage and other assets required to cross the easement will need to go under the ROS. Manhole PL1/5 was also located on site and it was found that this point can control the entire site whilst crossing the ROS in appropriately. Survey and preliminary investigations were provided to Gippsland Water. It is intended to allowing the sheet flow of 100 year storms (at predeveloped levels after retardation) across the easement as per existing conditions over a length of approximately 200m with the 1 in 5 year event to be piped under the ROS. Gippsland Water have supported the proposal, commenting that:

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1. *The ROS easement will be converted to reserve as part of the subdivision process.*
2. *The sheet flow of 1 in 100 year storm across the ROS reserve seems to be practical. This is no different to the current situation, if it is at predeveloped levels.*

3.2 Water Supply

Preliminary information from Gippsland Water suggests that the site can be provided with reticulated water. Gippsland Water has determined that the current infrastructure will require a significant upgrade to supply the proposed development. The following advice has been provided by Paul Young of Gippsland Water:

- *Simple water main extensions required throughout development.*
- *Upsize existing water mains in Park Lane to 300mm from Princes Highway to Marshalls Road. Gippsland Water will do.*
- *Upsize existing water mains from Peterkin Street to Park Lane from 225mm to 300mm.*
- *Existing water mains will be upsized/extended at appropriate timeframe.*

Gippsland Water have confirmed that the upgrade of existing water mains in Park Lane to 300mm occurred last year and as constructed drawings are available. The residential area of the development will require connection to the newly upgraded 300mm main in Park Lane, whilst the Lifestyle Village is likely to require extension of a 300mm main west down Marshalls Road from Park Lane. This is mentioned in the Preliminary Infrastructure Report by TGM however the extension required for the Park Lane development alone and the cost sharing arrangements are yet to be determined.

Gippsland Water maintained water assets will be required to be reticulated throughout the development/subdivision. There are no reticulated recycled water sources within this area but opportunity exists for rainwater capture and re-use.

3.3 Electricity

The relevant electricity supplier for the site is SPAusNet who have existing 66kV/22kV overhead powerlines along Park Lane on the eastern side and Marshalls Road on the northern side of the site. There is a 22kV overhead line and 22kV underground cable along Greenfield Drive on the west side of the development. There are also low voltage cables at the end of Mitchell Drive on the south side and Cambridge Way on the west side of the development

Based on advice from SP-AusNet's Network Planner the 22kV network in Park Lane, Marshalls Road and Greenfield Drive can at present, support proposed development based on 4kVA per lot. Any alteration works required to provide supply to the development would be at the cost of the developer. These comments on cost contributions were provided by SPAusNet:

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- *SP AusNet policy for alteration to existing assets requires the customer/developer to contribute the full cost of the augmentation works. Therefore, any alteration works to provide supply to the development (e.g. upgrade supply in Mervyn Street) would be at the customer/developer expense.*
- *Services to any existing houses will be required to be relocated to the underground network within the estate at the customer/developer expense.*
- *SP AusNet's standard URD policy would apply for medium density housing i.e. lots sizes <= 2000 square metres are entitled to a LV rebate of \$980.00 per lot in the subdivision.*
- *HV reimbursements apply for High Voltage works completed internal to the housing estate.*
- *If the average lot size is greater than 2000 square metres or non-residential, then the development would be classed as low density/commercial and the customer/developer would pay the total cost of works for HV and LV cables less SP AusNet's contribution based on expected revenue from assets installed.*

There are no anticipated issues with regard to network capacity. Substations will be required within the development as an SP-AusNet maintained asset. SPAusNet advises that:

With respect to the electrical substations within the development an 8 metre x 5 metre reserve should be allocated. This reserve caters for the maximum transformer size. In addition, if a smaller sized transformer was used (e.g. 500kVA) it also caters for future upgrading to a larger size unit as well.

SPAusNet requires all new electrical infrastructure to be constructed underground and handed over as an SPAusNet asset. The current SP AusNet construction lead time for overhead works is 150 days after negotiations are complete (easements obtained, contracts signed and supply contribution paid) and 100 days underground works. Any works must comply with Victorian Electricity Supply Industry Code of Practice and Energy Safe Victoria Regulations - such as line clearances for persons, plant and structures.

This office has been liaising with John Barnett of SPAusNet (ph:5173 9033).

3.4 Gas

APA Group is the relevant natural gas supplier for the area. Asset plans indicate existing 100mm High Pressure mains along Marshals Road and Park Lane that may be used to supply this estate with natural gas. Initial feasibility enquiries have proven that these mains have sufficient capacity to supply the residential and lifestyle lots as required. These works could be subject to contributions from the developer. Evaluations may be made once formal applications have been made.

This office has been liaising with Julieanne Free of APA-group contractor to Envestra (ph:9463 8200).

3.5 Telecommunications

Telstra are the relevant telecommunications provider in the area. Telstra asset plans indicate the presence of telecommunications cables along Marshalls Road

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and Park Lane. There are no anticipated issues with the provision of Telstra to each of the lots. The necessary infrastructure will be provided to the requirements of Telstra and NBN Co. According to the Preliminary Servicing Report by TGM standard copper assets can be provided to the site by way of extension of the existing assets located in Marshalls Road, and to the south. Telstra advised that;

- *Telstra's emphasis is to upgrade their wireless network due to a 300% increase in mobile internet use in the area. Capacity upgrades are expected to cover the Traralgon North area although this is subject to further system planning.*
- *Mobile upgrade works shall include works on existing towers and the construction of a new tower.*

Telstra have also indicated that the Traralgon North development area is greater than 100 lots and will fall within NBN's rollout criteria for new developments. The technology and services required would be determined closer to the time of development commencement, depending on Telstra/NBN Co. deployment of FTTP policy and any negotiations based on a commercial agreement.

4 Urban Runoff

Water Technology has been engaged by the NBA group to provide a Preliminary Surface Water Management Report (March 2013). The site drains from south to north under existing conditions and flow from the proposed development will pass through the future residential land to the north of Marshalls Road and eventually into the Latrobe River. An investigation has previously been undertaken by Water Technology (August 2011) which was used to inform the Outline Development Plan for the broader area. This preliminary report sought to ascertain the surface water requirements as a result of the amended development proposal within the Park Lane site. These provide an understanding of further work required to meet requirements of the West Gippsland Catchment Management Authority (WGCMA) and Latrobe City Council (LCC) at a detailed design phase.

From the report (March 2013):

The WGCMA is the referral authority for any drainage issues on site. As there are recognised impacts from the Latrobe River and Traralgon Creek (land subject to inundation overlays), the WGCMA will need to be consulted during the planning process. For any new subdivision the WGCMA and LCC will typically require the developer to demonstrate the following:

- *Maintenance of pre-development peak flows;*
- *Maintenance of conveyance/storage on site;*
- *No negative impacts on flood levels for the upstream and downstream properties;*
- *Consideration of water quality requirements; and*
- *A 'net gain' for the waterway through the development.*

Additional requirements as a result of the LSIO boundary include:

- *Works or buildings must not affect floodwater flow capacity;*
- *Works or buildings must not reduce floodwater storage capacity;*
- *Minimum freeboard of 0.3m will be required for lots;*
- *Development shall not occur where depth and flow of floodwater will be hazardous; and*

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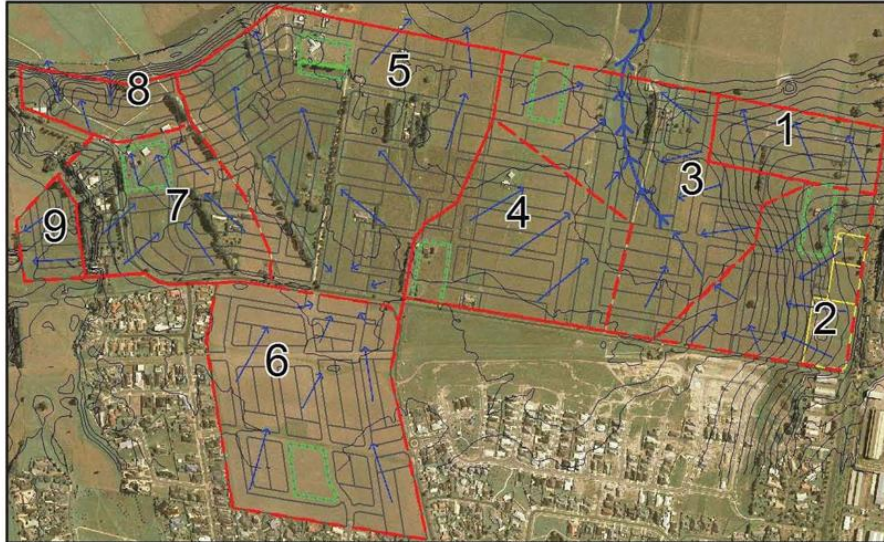
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- The depth and flow of floodwater affecting access to a property must not be hazardous.

Following analysis of the greater development/catchment area Water Technology formulated the following catchment layout which sees the Park Lane site as catchment 6.

Figure 5 - Existing Undeveloped Conditions



To determine the likely catchment characteristics the existing conditions for the Park Lane site have been reassessed. It is noted that there is an existing basin located in the north-east corner of the site as reflected in Figure 6, which is intended to be used for treatment purposes.

Figure 6 - Existing undeveloped drainage characteristics



The report has reviewed the implication of the proposed Master Plan and has not found any significant restriction to the development of the Park Land site with

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respect to surface water management. Water Technology have made the following conclusions and recommendations:

- *The stormwater management plan for the approved overall development plan in accordance with 56.07-4 of the Latrobe City town planning scheme will be required at the subdivisional stage. As noted in the preliminary Council comments, this SWMS will need to take into account flow discharges from the site for the 1% ARI event and its impact upon the larger Traralgon North Development Plan.*
- *Appropriate water quantity storages in the order of 6000-7000 m³ will be required for the development to meet development guidelines within the site. Significant area has been reserved for this purpose*
- *A detailed study of upstream flows entering the site to ensure appropriate overland flow paths are accounted for. The development plan as it stands seems to allow adequate area for this, but more actual flows should be quantified*
- *Opportunities for integrated water management should be investigated*

In summary this review has found that appropriate provision for surface water management is provided for in the Development Plan. As such this plan should proceed to subdivisional stage and commission the appropriate detailed investigations at this point.

4.1 Detention

The 100 year ARI rainfall event has been analysed to determine the on-site detention requirements. It showed an increase in flows by approximately 150% under developed conditions. It is required that the peak flow from developed conditions be retarded back to that of existing conditions. Water Technology has used Boyd's method to estimate the storage volume required to retard the 100 year ARI rainfall event as 6,200m³, however they have commented:

It should be noted that this calculation does not take into account the existing flows from upstream catchments that may be directed towards the site. If these flows are directed into the storages then the size of the storages may increase. Alternatively these flows may be directed around the storages, or given consideration of catchment timing may not influence the total volume. To accurately determine this affect a catchment level hydrological model (such as RORB) should be built at the subdivisional stage.

The location of detention/retardation storage basins have been revised from their previous study. A centrally located retardation basin has been proposed in the proposed abutting the ROS easement. Additionally an area has been set aside as within the lifestyle village as shown below in Figure 7 (from Water Tech Report). Full survey of the site allowed for enhanced understanding of the drainage regime within the site and identified the exact location of two existing dams which have been co-located with proposed retardation elements to minimise earthworks. These retardation elements will be fully detailed at the design phase.

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Figure 7 - Retarding Basin Location



The location of the basins has been revised from the previous greater area study. Water Technology have commented on the retardation requirements saying:

The total area available for retention is about 6.6ha, which can be considered adequate in the preliminary assessment stage.

4.2 Overland Flow Paths

The Water Technology report provides the following commentary on overland flow paths as depicted in Figure 8:

A detailed assessment of the flow paths will be required at the subdivisional stage, however for the purposes of this review and based on a preliminary look at contours in the area, it is assumed that flow paths 1 and 2 are under 1m³/s. For flows of this size the road reserves as depicted above are more than adequate to provide overland flow in a safe manner. Given the catchment upstream of flow path 3 it is possible that this flow is greater than 1m³/s and as

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such a detailed assessment of the flow and possible hazards associated with this flow should be undertaken.

Figure 8 - Overland Flow Paths



4.3 Water Quality

The Latrobe River and Traralgon Creek are the respective receiving water bodies for all sub catchments within the development. The health of these waterways is considered of high importance and need to be protected. As such issues surrounding development runoff, stormwater management for construction and operation, and the achievement of Best Practice Stormwater management will need to be addressed. Water Sensitive Urban Design (WSUD) features will be required and the storage and re-use of stormwater for irrigation and toilet flushing is recommended. Given the limited space available within the site the following options have been suggested:

Option 1 – Centralised wetland option

A wetland system capable of treating the entire Park Lane development site will be in the order of 1 hectare. This is a significant size, but may be able to be incorporated into the distributed storage system within the “Lifestyle Village”. A treatment train approach incorporating tertiary treatments within this area may be able to reduce this system size down to a more manageable size around 6000m² or an area approximating the water quantity requirements. This system would be subject to detailed calculations and design, but given the areas and assurances for the “Lifestyle Village” it seems to be an open option. A concept of possible design is shown in Figure 4-1.

Figure 9 - Option 1: Wetland system

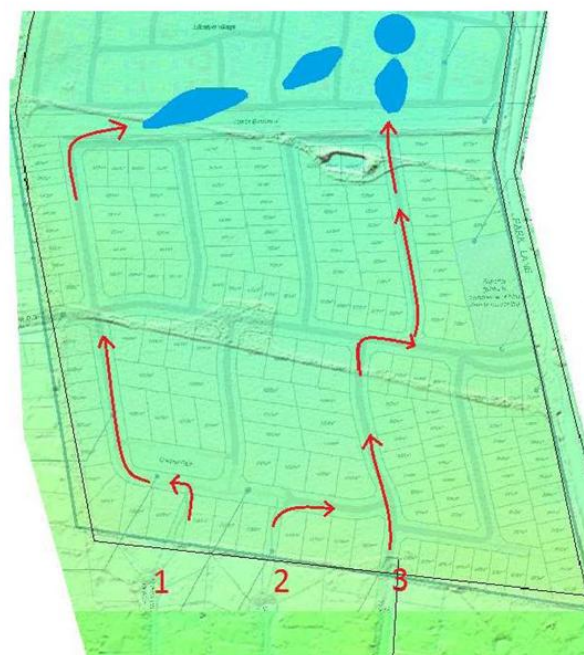


Figure 4-1 Option 1 – Wetland system

Option 2 – Distributed systems within Development

A less land hungry option is to implement a distributed system within the greater development. This would involve selection of bioretention systems, or raingardens, within key locations around the site. If raingardens are selected in appropriate areas the land take on this option would be up to half that of the wetland option. It is suggested however for practical and reduced maintenance requirements that raingarden locations consider the impacts of sediment loads on the long term viability and maintenance requirements of the system. This option would require detailed discussions with Council.

Option 3- Council offset for downstream works

Given that the DPO for the Marshalls road area is within a similar timeframe to the development of this area, Council may consider offsetting the water quality requirements of this land to a downstream location. Costs attributable to the downstream system will be levied at this development, however this option may provide Council with a lower maintenance option (single system maintenance rather than multiple system). Detailed calculations and a fair methodology for calculating costs contributions would be required.

Additional investigations have been undertaken into various innovative WSUD techniques to enhance the understanding of special requirements within the site. Another option has been proposed which may be considered in line with option 1 of the Water Technologies Report. We have worked with AKS Industries who are a provider of a Floating Wetland system to develop a strategy for the site. The Floating Wetland system floats above the ground surface and moves up and down with the varying water levels, increasing the level of microbial activity and promoting a higher level of nutrient removal than can otherwise be achieved through traditional wetlands. This in effect means the area required can be reduced significantly.

MUSIC modelling has been conducted with the results shown in Appendix D. The results show that the Floating Wetland can be easily accommodated within the proposed Master Plan. Further work will be required in the design phase to detail these structures.

The provision of drainage treatment/retardation structures and their relative easements within the lifestyle village will be dealt with in the design phase. A meeting was had with Gippsland Water on 20 November 2012 as detailed in section 3.1 above. The authority agreed that crossing the ROS with drainage can be achieved with details to come in the design phase.

4.4 Latrobe City Council

The following comments from council were noted in the previous Water Technology Due Diligence assessment (August 2011):

Pipe line easements

Siting retarding basin features within the gas pipe line easement was discussed with LCC. It appeared that if the owner of the asset (ESSO) was amenable to development of the land inside the 100m buffer the LCC would not object. LCC also noted that if the proponent opted to pipe water from sub-catchment 6 open space reserve, they would need to consider the sewer pipeline easement.

Overland flow paths

Options of major overland flow paths were discussed with the LCC (as shown in Figure 3-), the key path being sub-catchment 6 flowing across Marshall's Road in a 100 year ARI event. The LCC made no objection to this design concept so long as site access could be maintained.

Current Development – Directly South of Marshalls Road

Discussions with LCC suggested that while development of the land directly south of Marshalls Road (north of Sanctuary Lakes and east of sub-catchment 6) has begun, surface water quantity and quality features were still being finalised. Attenuation and Water Sensitive Urban Design features from this development may need to be considered by the LCC in conjunction with the Marshalls Road development. As noted for sub-catchment 6, while this is not a direct concern for the proponent (LCC and relevant developers are responsible for surface water management at this location), it is important to note this in this due diligence investigation, as the LCC will necessarily consider impacts on current development areas of any drainage proposals for Marshalls Road.

Existing Storm Water Infrastructure

Within the immediate surrounds of the proposed development two major stormwater outfalls were identified (Figure 3-8):

- 1. 1500mm pipe from the Sanctuary Lake into the designated waterway north of sub-catchment 3;*
- and*
- 2. 1500mm pipe north of the Gippsland Water - Water Treatment Plant discharging into the Traralgon Creek.*

These features could only be considered for incorporation into the development with appropriate hydrologic/hydraulic capacity analysis completed and with approval from the LCC.

5 Traffic Management

GTA Traffic Engineers were engaged by NBA Group to provide an assessment of the anticipated traffic implications of the development. Their report has factored in the development Master Plan prepared by Millar Merrigan and includes consideration of:

- *Existing traffic conditions in the area*
- *Traffic generation characteristics of the likely future development*
- *Access arrangements for the area*
- *Transport impact of the proposal on the internal and surrounding road network.*

The report concluded:

- *The development of the site in accordance with the proposed Development Plan could generate up to 1,900 vehicles movements per day and 190 vehicle movements per hour in the peak periods.*
- *There is sufficient capacity within the existing road network to accommodate the additional traffic movements.*
- *The indicative street network has been designed in accordance with Clause 56 of the Latrobe Planning Scheme and Latrobe City Design Guidelines.*

A letter addendum has also been prepared by GTA consultants (March 2013) which addresses comments requested by Council Further Information Requests from 7 March 2013.

5.1 Road Network

The development has been assessed based on approximately 169 residential lots and 162 lifestyle village lots. The GTA Report provides the following commentary on the surrounding road network:

Marshalls Road

Marshalls Road functions as an access street. It is a two way road aligned in an east-west direction and configured with a two lane, 6.2 metre wide carriageway set within a 20 metre wide road reserve (approximately) Marshalls Road carries approximately 900 vehicles per day near Traralgon Maffra Road.

Park Lane

Park Lane functions as a collector street. It is a two way road aligned in a north-south direction and generally configured with a two lane, 12.0 metre wide carriageway set within a 25 metre wide road reserve (approximately) south of Hammersmith Circuit and a 20 metre wide road reserve (approximately) north of Hammersmith Circuit. Park Lane carries approximately 2,500 vehicles per day north of Franklin Street.

Franklin Street

Franklin Street functions as a collector road. To the west of Park Lane it is a two way road aligned in an east west direction and configured with a two lane, 11.05m wide carriageway set within a 20 metre wide road reserve (approximately). Further west, Franklin Street is aligned in a north-south direction and provides a direct connection to the Traralgon CBD via a bridge

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over Traralgon Creek. Franklin Street carries approximately 2,500 vehicles per day west of Park Lane.

Greenfield Drive

Greenfield Drive functions as a major access street. It is a two way road aligned in a north south direction and configured with a two lane, 9.7m wide carriageway set within a 20m wide road reserve (approx.).

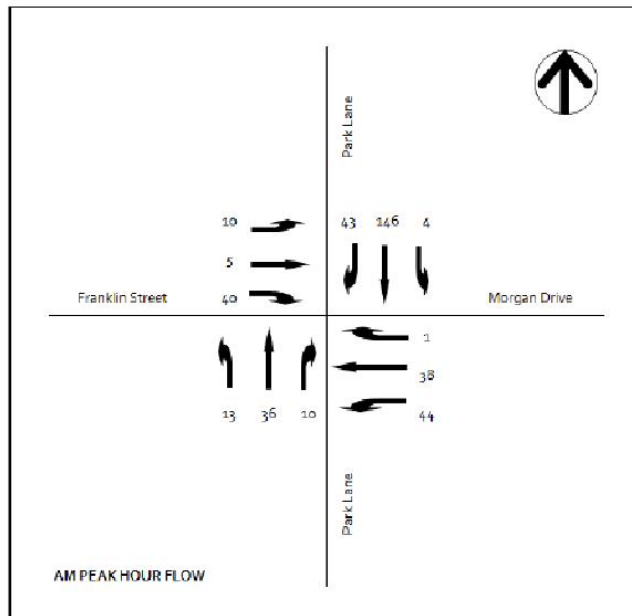
A development plan is also being prepared for an area of land immediately to the north of Marshalls Road covered by the DPO5. GTA Consultants have been involved, preparing a transport report for the area which included flagging the need for Marshalls Road to be upgraded to a connector street in accordance with future traffic volumes.

Marshalls Road will need to be re-constructed in accordance with the requirements of a 'Connector Street – Level 2' in Clause 56.06-8 of the Latrobe Planning Scheme to accommodate the expected future traffic volumes.

A plan for the upgrade of Marshalls Road has been prepared previously and is attached in Appendix B. The preliminary analysis of the area north of Marshalls Road indicated that the road network could support the future traffic volumes subject to the upgrading of Marshalls Road as part of the development of this area. The impact of traffic from the development of the area to the north of the subject site will be analysed separately as part of that proposal.

The estimated post development AM and PM peak flow traffic movements are reproduced below in Figure 10 and Figure 11.

Figure 10 - Park Lane/ Morgan Drive/ Franklin Street AM Peak Hour - Post Development

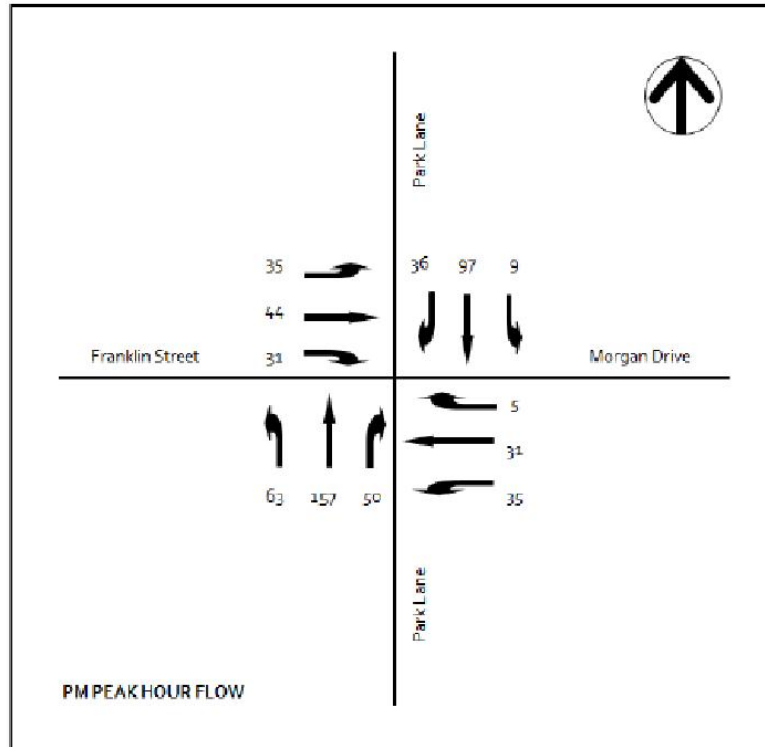


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Figure 11 - Park Lane/ Morgan Drive/ Franklin Street PM Peak Hour - Post Development



The impact of the development traffic upon this intersection was assessed using *SIDRA INTERSECTION* with the analysis showing that:

*...the roundabout can be expected to operate satisfactorily.
Given that the other intersections in the vicinity of the site will carry less site generated traffic than this intersection they can also be expected to operate satisfactorily following development of the site.*

The effect of the likely post development traffic volumes on critical road links in close proximity to the subject site were analysed and it was deemed that:

The road network in the vicinity of the subject site currently operates with a satisfactory level of service, and will continue to do so following the proposed development.

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5.2 Internal Road Layout

GTA envisages that the internal road network will include a combination of access streets and places. Figure 12 shows the potential road hierarchy which includes a combination of access streets and access places and has been designed to be consistent with the requirements of Clause 56.06-8 of the Latrobe Planning Scheme and the Latrobe City Design Guidelines. GTA Consultants commented that:

*... the proposed road network will be capable of accommodating the traffic volumes expected to be generated by the subject site.
It is noted that a roundabout has been provided to control traffic movements through the internal cross intersection immediately to the east of the Greenfield Drive access point*

Figure 12 - Potential Road Hierarchy



The Lifestyle Village does not involve the subdivision of land and hence the internal road network will not be public roads. Despite this the road network has considered the provisions of Clause 56.06-8 of the Latrobe Planning Scheme which defines level 1 access streets. GTA have commented that:

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It is anticipated that the proposed sites access roads and other primary roads will carry up to 320 vehicles per day. Therefore they meet the definition of an 'Access Street – Level 1'. The specified carriageway width for an 'Access Street – Level 1' is 5.5m. The indicative development plan anticipates that the proposed site access road and other primary roads within the development will be 5.5m.

The connection from the lifestyle village to the north has been chosen to remove the need for a roundabout treatment. The access point has been chosen to the west of Glendale Road in the form of a new priority controlled T-intersection with Marshalls Road.

The connections from the residential development are to the east, west and south, and include:

- Access point to the east which forms the western approach to the existing roundabout on Park Lane.
- Connection to Park Lane south of Mayfair Court
- Continuation of existing Cambridge Way to the west.
- Continuation of existing Mitchel Drive to the south.

These require no significant infrastructure upgrades and the existing designs are considered to have sufficient capacity to cater for the proposed development

5.3 Shared Path Network

Council policies particularly clause 21.08 and the provisions of DPO5, place particular emphasis on the need to provide appropriate pedestrian and cycling paths and connections.

The GTA Report comments on shared paths:

The roads within the development area should have footpaths on both sides to encourage walking. The proposed road network is relatively linear which allows direct pedestrian connections. Pedestrian and bicycle connections are to be provided from the subject site to the south via the existing cul-de-sacs at Flinders Place and Lawson Court.

Millar Merrigan have made provisions for appropriate footpaths and connections in the Master Plan.

5.4 Public Transport

The GTA Report comments on public transport infrastructure:

Bus route 45 is currently the only public transport service which operates adjacent to the site. This service operates along Marshalls Road and Park Lane. No Bus services are proposed to operate within the internal road network and therefore streets within the site are not required to be designed to accommodate potential future bus services.

Council policies and the provisions of DPO5 support the provision of public transport. The Master Plan provides for a road network that would result in all properties being within 300 metres from any future internal bus link.

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6 Flora and Fauna

Biosis were engaged by NBA Group to provide an updated Flora and Fauna Assessment of the proposed development (September 2012). Previously a flora and fauna due diligence assessment (July 2011) was carried out for the larger development area as defined in the Outline Development Plan. The study area has since been refined to target the Park Lane subject site. The key findings of the report included:

- *No flora or fauna species of national or state significance have been recorded within the study area.*
- *The vegetation and fauna habitat throughout the study area has been highly modified by past disturbances and is of low ecological value.*
- *Most of the study area has been significantly degraded and supports predominantly introduced vegetation that is of limited value for native fauna.*

Consequently it is clear that there are no flora and fauna issues with the proposed development and no further survey/investigation would be required

7 Development Sequencing and Staging

The Master Plan has been developed such that the development of the residential and lifestyle lots can be carried out simultaneously. It is intended however that the residential lots will be developed as a first stage.

Drainage outfall will need to be made at the first stage of subdivision. The coordination of outfall drainage may require co-operation between adjacent land owners and should be dealt with as soon as appropriate. WSUD features will need to be implemented to ensure each of the stages meets authority requirements.

The site will be sewer to the outfall at the north-west corner of the site. This may have some minor effects on the staging, however these are unlikely to be significant given the scope of works. The ROS easement traversing the site will not affect staging but may effect construction timeframes depending on the type of works in the vicinity of the ROS. It may be necessary to organise with Gippsland Water to divert sewerage if works that could potentially impact the ROS are to be carried out.

8 Conclusion & Recommendations

The site represents a viable development opportunity that can be serviced by the extension of existing infrastructure. Topographically speaking, the site is relatively flat and falls steadily towards Marshalls Road to the North. The site includes residential style lots as well as a lifestyle village which has been positioned to avoid the ROS easement traversing the property from east to west.

The development is not constrained by any cultural or environmental considerations as the subject site is not an area of cultural heritage sensitivity and there are no adverse flora and fauna issues associated with the proposed development of this site.

GTA Consultants has completed an assessment of the anticipated traffic implications of the development (November 2012) demonstrating that external traffic flow, internal traffic movements and the impact of the development are suitable. The internal road network and road network in the vicinity of the subject site are expected to operate satisfactorily following the proposed development. Connections to the existing road network in all instances have been found to require no significant infrastructure upgrades.

Water Technology has found that drainage criteria for the development can be met within the subject site through the implementation of WSUD and stormwater retardation structures centrally located abutting the ROS easement and within the Lifestyle Village. Significant investigations have been undertaken to analyse the special requirements of both the stormwater quality and quantity measures given the nature of the site. This is reflected within the Master Plan. Outfall from the site will be made to the Latrobe River and Traralgon Creek to the north of the Marshall Road.

Gippsland Water have existing assets to the north-west to which it is envisaged simple mains connection can be made. The provision of water requires the upgrade of potable water which can be achieved through connection to mains on Marshalls Road and Park Lane. The ROS sewer easement traversing the site will be converted to a Gippsland Water Reserve. Landscaping of the reserve may be possible following further discussion with the authority.

SP-AusNet has advised that 22kV lines in Park Lane, Marshalls Road and Greenfield drive can support proposed development. There are no anticipated issues with regard to network capacity, however, substations will be required within the development as an SPAusNet maintained asset

APA Gas has assets located in proximity to the development site along Marshall Road and Park Lane which have capacity to provide natural gas to the residential and lifestyle lots in a timely and cost effective manner.

Preliminary feasibility enquiries have returned positive responses and suggest that the site represents a viable development. Detailed design work will be required as part of the development phase to ensure appropriate outcomes.

Millar | Merrigan

Infrastructure Servicing Report
16547 Franklin Place, Traralgon

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Appendix A – Master Plan

(Millar Merrigan, March 2013 Reference 16547MP1 Version 6)

Infrastructure Servicing Report
16547 Franklin Place, Traralgon

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Appendix B – Marshall Road Upgrade Plan

(Millar Merrigan, October 2011, Reference 15534DP2 Version 6)

Infrastructure Servicing Report
16547 Franklin Place, Traralgon

Millar | Merrigan

Land Development Consultants

**Appendix C – Traralgon North Development Plan – Preliminary Servicing
Report**

(TGM Group Pty Ltd, March 2012)

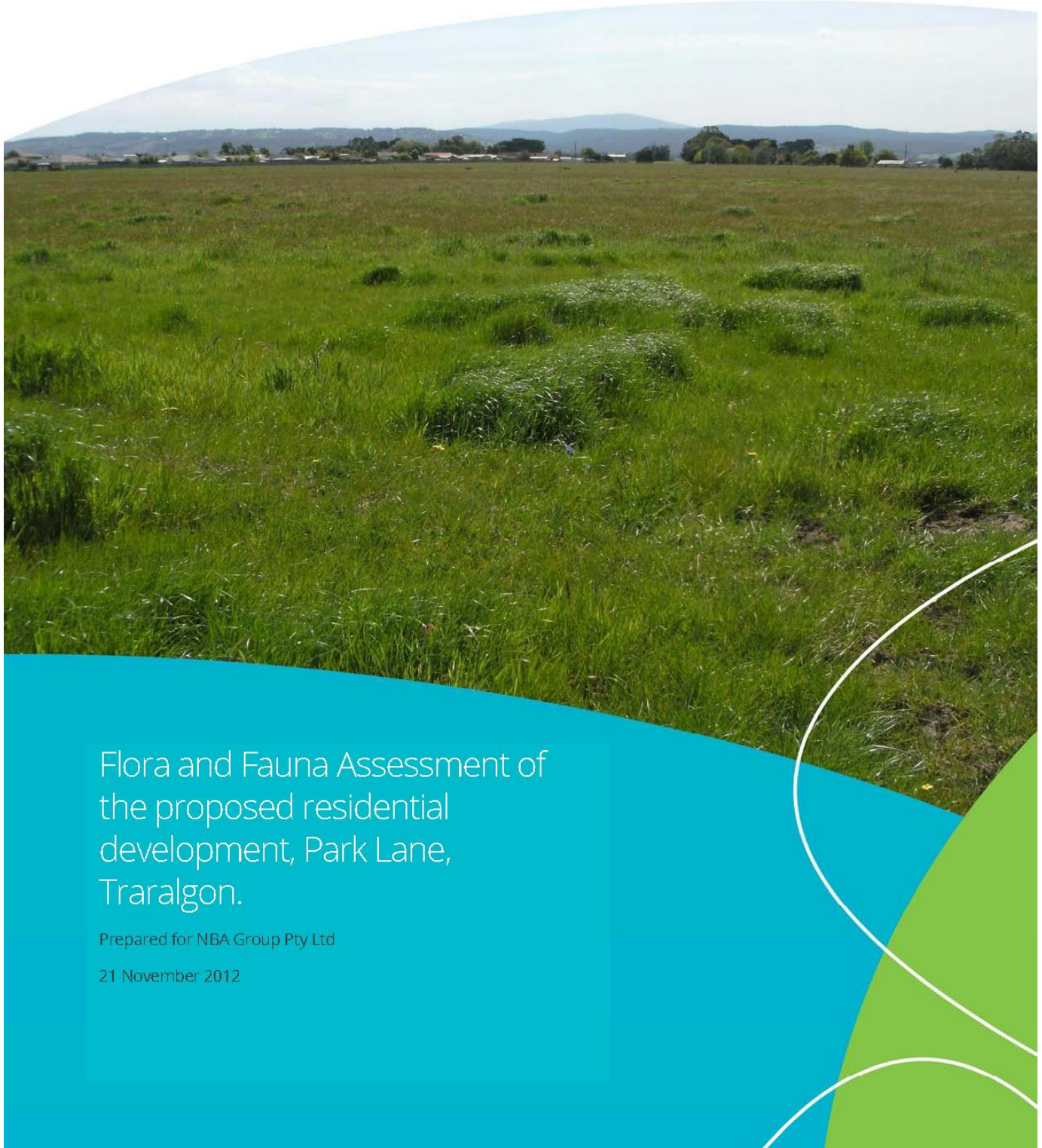
Infrastructure Servicing Report
16547 Franklin Place, Traralgon

Millar | Merrigan

Land Development Consultants

Appendix D – Floating Wetland MUSIC Model

(AKS Industries, March 2013)



Flora and Fauna Assessment of
the proposed residential
development, Park Lane,
Traralgon.

Prepared for NBA Group Pty Ltd

21 November 2012



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Biosis matter no.: 15477

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- NBA Group: Nick Anderson & Tom Vercoe
- Auscut: Dale Stott
- Department of Sustainability & Environment for access to the Victorian Biodiversity Atlas

The following Biosis staff were involved in this project:

- Steve Flack for mapping

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1. Introduction

1.1 Project background

Biosis was commissioned by NBA group to complete an updated terrestrial flora and fauna assessment for the proposed residential development, Park Lane, Traralgon. Biosis conducted a terrestrial flora, fauna due diligence assessment of the proposed development site in July 2011 (Biosis Research 2011).

The study area has been refined since the previous assessment and includes a reduced area of 24.25 ha bounded by Marshalls Road to the north, Park Lane to the east and residential housing to the south and west (Figure 1).

This addendum report includes consideration of the revised plans with regard to ecological values of the site and includes updated recommendations related to the flora and fauna values identified as part of the revised assessment. It should be read in conjunction with the existing report (Biosis Research 2011).

2. Methods

2.1 Literature and database review

In order to provide a context for the study site, information about flora and fauna from within 5 km of the study site (the 'local area') was obtained from relevant public databases for the purpose of the existing due diligence assessment (Biosis Research 2011). The following documents were also reviewed:

- Marshalls Road Flora and Fauna Due Diligence Assessment (Biosis Research 2011)
- Marshalls Road Overall Development Plan (Final) 16547 MP1_V4 and (NBA Group & Millar Merrigan, see p7 of this report)
- Schedule 5 to the Development Plan Overlay (DPO5) of the Latrobe Planning Scheme (viewed 26/09/2012)
- Victoria's Native Vegetation Management: A Framework for Action (NRE 2002)
- West Gippsland Native Vegetation Plan (WGCMA 2003)

2.2 Site Investigation

The study area was investigated on Thursday 27 September to determine its values for terrestrial flora and fauna. Vegetation composition and condition were noted. Flora and fauna species lists were compiled (Appendix 1) however detailed species data were not collected.



3. Results

3.1 Database Records: flora and fauna

No terrestrial flora or fauna species of national or state significance have been recorded within the study area. For a list of species predicted to occur in the 'local area' (see Biosis Research 2011, Appendix 1).

3.2 Site Investigation

The vegetation and fauna habitat throughout the study area has been highly modified by past disturbances and is of low ecological value. Most of the study area has been significantly degraded and supports predominantly introduced vegetation that is of limited value for native fauna.

3.2.2 Flora

The study area is dominated by introduced grass species including Yorkshire Fog *Holcus lanatus*, Sweet Vernal-grass *Anthoxanthum odoratum*, Prairie Grass *Bromus catharticus* and Marsh Fox-tail *Alopecurus geniculatus* with introduced forbs throughout the area including Onion Grass *Romulea rosea*, Capeweed *Arctotheca calendula* and Ribwort *Plantago lanceolata*. Few native species are present scattered throughout the area such as Yellow Wood-sorrel *Oxalis corniculata*, Common Spike-sedge *Eleocharis acuta* and Small Loosestrife *Lythrum hyssopifolia* (Appendix 1).

Two artificial wetlands (farm dams) are present within the study area (Figure 2) however these waterbodies support little to no vegetation.

Two isolated trees Blackwood *Acacia melanoxylon* and Black Wattle *Acacia mearnsii* are present within the Marshalls Road road reserve (Figure 2); however, following review of the preliminary development plan (NBA Group & Millar Merrigan) it appears they will not be impacted by the proposed development.

The study area does not support the presence of any patches of native vegetation (Ecological Vegetation Class).

No flora species of national or state significance were recorded during the site inspection and none are likely to occur due to a lack of suitable habitat.

3.2.3 Fauna

Fauna habitats identified within the study area include exotic pasture, artificial wetlands and two isolated trees within the roadside reserve of Marshalls Road. Fauna habitats within the study area are highly modified and therefore provide limited resources for terrestrial threatened fauna species that have been previously recorded within the surrounding area (Biosis Research 2011).

The majority of the study area supports exotic pasture habitat. These areas are dominated by introduced grasses and are of little value for most native fauna species. Common species adapted to pastoral landscapes are likely to occur within this habitat, including Australian Magpie *Gymnorhina tibicen*, Willie Wagtail *Rhipidura leucophrys* and Little Raven *Corvus mellori*. Raptor species such as Nankeen Kestrel *Falco cenchroides* and Brown Falcon *Falco berigora* will also forage over these areas.



The artificial wetlands within the study area consist of two farm dams and several small ephemeral wet depressions. These areas are degraded by stock and lack deep pools, native aquatic vegetation and surface rock. The low quality reduces their suitability as habitat for many species. Common frog species such as Common Froglet *Crinia signifera* are likely to inhabit these areas and were recorded during the current assessment. These dams and depressions also provide habitat for common waterfowl such as Pacific Black Duck *Anas superciliosa* and Chestnut Teal *Anas castanea* but do not support critical habitat for threatened terrestrial species.

The two wattles present within the Marshalls Road roadside reserve may be utilised by highly mobile fauna. When in flower, these trees provide foraging resources for honeyeaters including Red Wattlebird *Anthochaera carunculata*. Species such as Eastern Rosella *Platycercus eximius* will also forage and roost within these trees.

No terrestrial fauna species of national or state significance were recorded during the site inspection and none are likely to occur due to a lack of suitable habitat.

4. Biodiversity Legislation and Government Policy

This section provides an assessment of the project against key biodiversity legislation and government policy; however, it does not describe the legislation and policy in detail and guidance provided here does not constitute legal advice.

4.1 Commonwealth

4.1.1 Environment Protection and Biodiversity Conservation Act 1999

The EPBC Act applies to developments and associated activities that have the potential to significantly impact on Matters of National Environmental Significance (NES) protected under the Act.

On the basis of criteria outlined in the relevant *Significant Impact Guidelines* it is considered unlikely that a significant impact on a Matter of National Environmental Significance would result from the proposed action.

4.2 State

4.2.2 Flora and Fauna Guarantee Act 1988 (FFG Act)

The FFG Act is the key piece of Victorian legislation for the conservation of threatened species and communities and for the management of potentially threatening processes. Under the FFG Act a permit is required from DSE to 'take' protected flora species from public land. A permit is generally not required for removal of protected flora from private land. Authorisation under the FFG Act is required to collect, kill, injure or disturb listed fish.

The land is privately owned and is not declared 'critical habitat' for the purposes of the FFG Act. Therefore, a protected flora permit is not required.

4.2.3 Catchment and Land Protection Act 1994 (CaLP Act)

The CaLP Act identifies and classifies certain species as noxious weeds or pest animals, and provides a system of controls on noxious species.

Two declared noxious weeds (regionally controlled) were identified in the study area – Spear Thistle *Cirsium vulgare* and Blackberry *Rubus fruticosus* spp. agg. (Appendix 1).

The proponent must take all reasonable steps to prevent the growth and spread of regionally controlled weeds.



4.2.4 Planning and Environment Act 1987 (incl. Planning Schemes)

The *Planning and Environment Act 1987* controls the planning and development of land in Victoria, and provides for the development of planning schemes for all municipalities. As part of the planning process regard needs to be given to Action Statements that have been produced under the FFG Act.

Clause 52.17 requires a planning permit to remove, destroy or lop native vegetation including dead native vegetation. Decision guidelines are contained in Clause 52.17-5.

Clause 65.02 requires consideration of native vegetation retention in the subdivision application.

Clause 66.02 vegetation removal thresholds are not triggered and thus DSE will not be a mandatory referral authority.

The development seeks to remove only scattered native flora species and will require a permit under Clause 52.17.

4.2.5 Native Vegetation Management Framework

The Framework provides State Government policy (referred to as the Net Gain policy) for the protection, enhancement and revegetation of native vegetation in Victoria (DNRE 2002) and is an incorporated document in all planning schemes.

Regional Native Vegetation Plans provide a strategic and co-ordinated approach to the management of native vegetation within a given Catchment Management Authority region, and complement the Native Vegetation Management Framework.

The proposed development does not entail the removal of patches of native vegetation (Ecological Vegetation Class) as determined by the Framework and, as such, an assessment against Victoria's Net Gain policy is not required and there are no additional permit requirements for the project under the relevant West Gippsland Native Vegetation Plan (WGCM 2003).

Regional Native Vegetation Plans provide a strategic and co-ordinated approach to the management of native vegetation within a given Catchment Management Authority region, and complement the Native Vegetation Management Framework.

4.2.6 Wildlife Act 1975 and associated Regulations

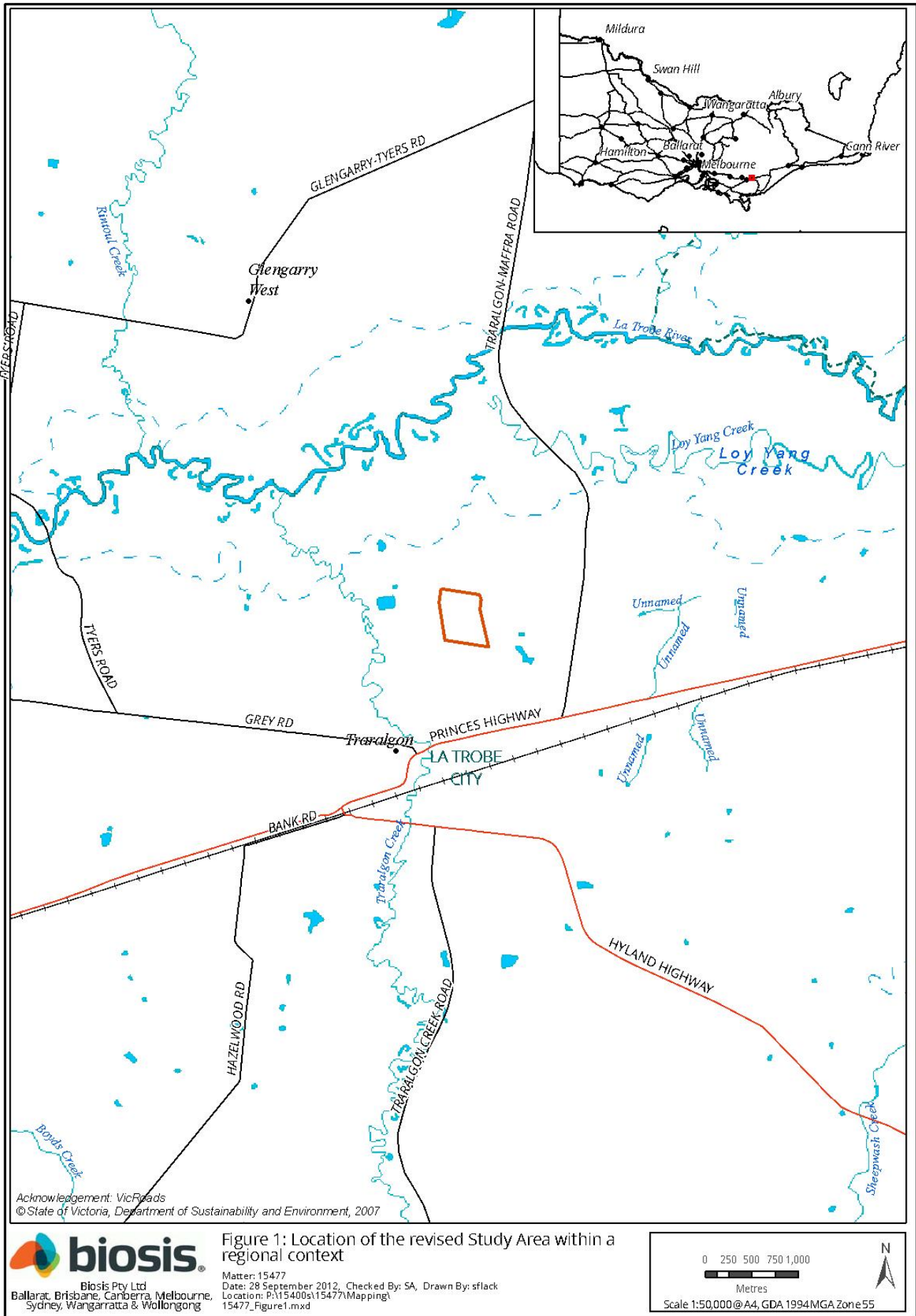
The *Wildlife Act 1975* (Wildlife Act) is the primary piece of legislation in Victoria providing for protection and management of wildlife. The Wildlife Act does not apply to fish, as defined under the *Fisheries Act 1995*.

The Wildlife Regulations 2002 prescribe penalties for persons who wilfully damage, disturb or destroy any wildlife habitat without appropriate authorisation. DSE advise that a planning permit (under the planning scheme) constitutes appropriate authorisation and therefore the habitat protection provisions under the Wildlife Regulations 2002 are not applicable once the planning permit has been granted for this project.

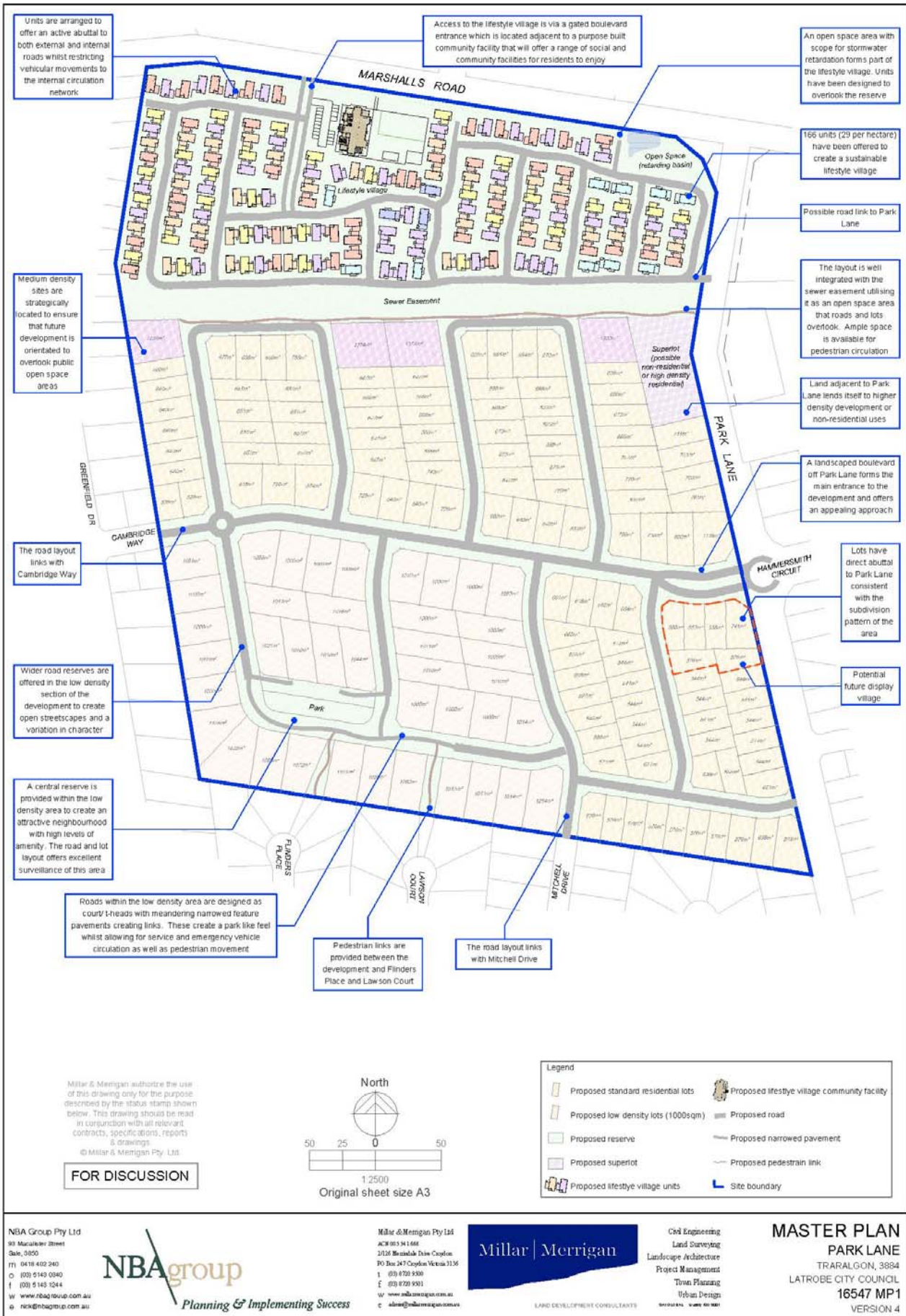
5. Recommendations

This addendum report addresses the recommendations of the initial due diligence assessment (Biosis Research 2011) for the revised (reduced) study area only.

A planning permit is required to remove scattered native vegetation within the study area under Clause 52.17 of the Latrobe Planning Scheme. Overall, the revised study area is of low ecological value, surrounded by residential housing and agricultural land and no further survey is recommended.







References

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- WGCMA 2008. West Gippsland Native Vegetation Plan. West Gippsland Catchment Management Authority, Victoria

Appendices

Appendix 1: Flora

Notes to table:

Noxious weed status:

RC Regionally controlled species

Table A1.1. Flora species recorded from the study area.

Status	Scientific name	Common name
	Indigenous species:	
	<i>Acacia melanoxylon.</i>	Blackwood
	<i>Acacia mearnsii</i>	Black Wattle
	<i>Eleocharis acuta</i>	Common Spike-sedge
	<i>Epilobium billardierianum</i>	Variable Willow-herb
	<i>Glyceria australis</i>	Australian Sweet-grass
	<i>Juncus pallidus</i>	Pale Rush
	<i>Lythrum hyssopifolia</i>	Small Loosestrife
	<i>Oxalis corniculata</i>	Yellow Wood-sorrel
	<i>Rumex brownii</i>	Slender dock
	<i>Typha orientalis</i>	Broad-leaf Cumbungi
	Introduced species:	
	<i>Alopecurus geniculatus</i>	Marsh Fox-tail
	<i>Anthoxanthum odoratum</i>	Sweet Vernal-grass
	<i>Arctotheca calendula</i>	Capeweed
	<i>Bromus catharticus</i>	Prairie Grass
	<i>Callitriche stagnalis</i>	Common Water-starwort
	<i>Cerastium glomeratum</i>	Common Mouse-ear Chickweed
RC	<i>Cirsium vulgare</i>	Spear Thistle
	<i>Holcus lanatus</i>	Yorkshire Fog
	<i>Leontodon taraxacoides</i> subsp. <i>taraxacoides</i>	Hairy Hawkbit
	<i>Plantago lanceolata</i>	Ribwort
	<i>Poa annua</i>	Annual Meadow-grass

Status	Scientific name	Common name
	<i>Ranunculus repens</i>	Creeping Buttercup
	<i>Romulea rosea</i>	Onion Grass
RC	<i>Rubus fruticosus</i> spp. agg.	Blackberry
	<i>Rumex crispus</i>	Curled Dock
	<i>Trifolium repens</i> var. <i>repens</i>	White Clover



Appendix 2: Fauna

Notes to table:

* - introduced species

Fauna species in these tables are listed in alphabetical order within their taxonomic group.

A2.1 Fauna species recorded from the study area

Table A4.1. Vertebrate fauna recorded from the study area

Status	Scientific name	Common name
	Birds	
	<i>Anas castanea</i>	Chestnut Teal
	<i>Anthochaera carunculata</i>	Red Wattlebird
	<i>Anthus novaeseelandiae</i>	Australasian Pipit
	<i>Corvus mellori</i>	Little Raven
	<i>Cracticus tibicen</i>	Australian Magpie
	<i>Grallina cyanoleuca</i>	Magpie-lark
	<i>Hirundo neoxena</i>	Welcome Swallow
	<i>Strepera graculina</i>	Pied Currawong
*	<i>Sturnus tristis</i>	Common Myna
*	<i>Sturnus vulgaris</i>	Common Starling
	<i>Vanellus miles</i>	Masked Lapwing
	Frogs	
	<i>Crinia signifera</i>	Common Froglet
	<i>Limnodynastes tasmaniensis</i>	Spotted Marsh Frog



Our Ref: 13M1289000

15 March 2013

Millar Merrigan
126 Merrindale Drive
CROYDON VIC 3136

Attention: Mr. Scott McJannet (Civil Engineer)

Dear Scott

**RE: FRANKLIN PLACE
RESPONSE TO FURTHER INFORMATION REQUEST**

The following sets out an updated assessment of the Development Plan prepared for the proposed residential development at Franklin Place in Traralgon. The updated assessment is based on comments received from Council (dated 7 March 2013) and the updated development plan for the site prepared by Millar Merrigan (Version 3). It is noted that the updated development plan assumes the same indicative yield and road network for the Development Plan area. This addendum letter should be read in conjunction with the GTA Report prepared for the site 'Development Plan Park Lane, Traralgon – Traffic Impact Assessment' dated 20 November 2012.

Council issues pertaining to the Transport Impact Assessment are reproduced below in bold and have been responded to thereafter.

"Further comments are sought on the likely impacts of traffic. This should considered roads further south of the Development (i.e. Franklin Street, Traralgon – Maffra Road and Park Lane to the highway). The traffic assessment should consider an analysis of the cumulative impact of traffic from the Traralgon North Development."

A mid block assessment of the existing and post-development traffic volumes for each of the key roads in the vicinity of the site, including Franklin Street, Traralgon-Maffra Road and Park Lane, is included in Table 4.3 of the GTA Report. In addition, it is noted that GTA previously prepared a report 'Outline Development Plan, Marshalls Road, Traralgon – Transport Impact Assessment' (dated 13 October 2011) that considered the impact of both this development site and the area to the north of Marshalls Road encompassed in the Traralgon North Development Plan.

That report anticipated an overall (combined) yield of 1,530 residential lots. The draft Traralgon North Development Plan (September 2012) indicates a yield of 1,337 residential dwellings, whilst indicative plans for the Franklin Place development indicate a yield of 162 residential lots plus 162 lifestyle village units, resulting in a total combined yield of 1,499 residential lots and 162 lifestyle village units. Noting that the lifestyle units typically generate 25% of the traffic of a standard residential lot, the original combined assessment undertaken by GTA is still considered valid.

Table 1 provides a summary of the existing and post development traffic volumes for the surrounding road network (including a breakdown of traffic from the Traralgon North Development and the Franklin Place Development).

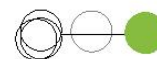


Table 1: Midblock Capacity Analysis (Existing, Traralgon North Development and Franklin Place Development Traffic Volumes)

Location	Daily Traffic Volumes (vpd)				Mid-block Capacity (vpd) [1]
	Existing / Base Case	North Traralgon Development	Franklin Place Development	Post Development	
Marshalls Road	900	2,900	200	4,000	3,000-7,000 [2]
Park Lane	2,500	3,400	1,000	6,900	3,000-7,000
Traralgon-Maffra Road	3,500	2,400	100	6,000	>7,000
Franklin Street	2,500	3,600	900	7,000	3,000-7,000

[1] Source: Clause 56.06 of the Latrobe Planning Scheme

[2] Assuming that Marshalls Road is upgraded to a connector road.

Table 1 indicates that the road network in the vicinity of the Franklin Place and Traralgon North Developments has the capacity to accommodate the future traffic volumes following the development of the two sites.

"Provide further detail on the primary access road into the development. Minimum standards would require a carriageway width of 5.8m in each direction, 6.0m road verge along each side and a median width of 2.5m."

Given that the application is currently at the Development Plan stage, full details of the road design will be determined as part of the permit application. However, it is anticipated the section of divided road will be designed in accordance with the requirements stated above, noting that the divided section of road is less than 50m in length.

"Ensure that the Marshalls Road Upgrade Plan is consistent with the Traralgon North DP and is appropriate for a collector road."

It is understood that this comment relates to the Infrastructure Services Report prepared for the site and not the Transport Impact Assessment report and as such, should be addressed by others.

"A small error within the traffic impact assessment include: - The section west of Park Lane is classified as a Collector Road in the Road Hierarchy Plan."

It is acknowledged that there was an error in the existing conditions assessment of the GTA Report that states that Marshalls Road is an Access Street. Reference to the LaTrobe City Council Road Management Plan indicates that east of Park Lane to Traralgon-Maffra Road, Marshalls Road is currently classified as a collector road. Whilst west of Park Lane, Marshalls Road is classified as a Sealed Access Street.

I trust the above meets your requirements for the time being; naturally, should you have any questions or require any further information, please do not hesitate to contact me in our Melbourne office on (03) 9851 9600.

Yours sincerely

GTA CONSULTANTS

David Graham
Director (VIC)



Development Plan
Park Lane, Traralgon
Transport Impact Assessment


transportation planning, design and delivery

Development Plan
Park Lane, Traralgon
Transport Impact Assessment

Issue: A 20/11/12

Client: NBA Group
Reference: 13M1289000
GTA Consultants Office: VIC

Quality Record

Issue	Date	Description	Prepared By	Checked By	Approved By
A-Dr	4/10/12	Draft	Trent Williams	Andrew Farran	DG
A-Dr2	30/10/12	Final Draft	Trent Williams	David Graham	DG
A	20/11/12	Final	Trent Williams	Andrew Farran	

TIA/PSA/MA -VIC (120926/601)

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1. Introduction

1.1 Background

Approval of a Development Plan is currently being sought for the development of land at the southwest corner of Park Lane and Marshalls Road in Traralgon for residential purposes. The proposed Development Plan anticipates the development of the site within the order of 40 low density residential lots, 118 standard residential lots, 4 medium density residential lots, plus a 162 lot lifestyle village.

GTA Consultants was commissioned by NBA Group Pty Ltd in September 2012 to undertake a Traffic Impact Assessment of the proposed Development Plan.

1.2 Purpose of this Report

This report sets out an assessment of the anticipated traffic implications of the development of the land, including consideration of the:

- i existing traffic conditions in the area
- ii traffic generation characteristics of the likely future development
- iii access arrangements for the area
- iv transport impact of the proposal on the internal and surrounding road network.

1.3 References

In preparing this report, a number of references have been made, including:

- Latrobe Planning Scheme
- plans for the proposed development prepared by Millar & Merrigan Pty Ltd (Project no. 16547, drawing no. MP1, Version no. 4)
- 'Traralgon North Development Plan and Development Contribution Plan. Transport Issues, Opportunities and Constraints', prepared by GTA Consultants, dated 22 March 2012.
- 'Outline Development Plan. Marshalls Road, Traralgon. Transport Impact Assessment', prepared by GTA Consultants, dated 13 October 2011.
- 'Design Guidelines for Subdivisional Developments, Urban and Rural Road and Drainage Construction, and Traffic Management Projects', Latrobe City Council, dated August 2003.
- traffic and car parking surveys undertaken by GTA Consultants as referenced in the context of this report
- various technical data as referenced in this report
- other documents as nominated.

2. Existing Conditions

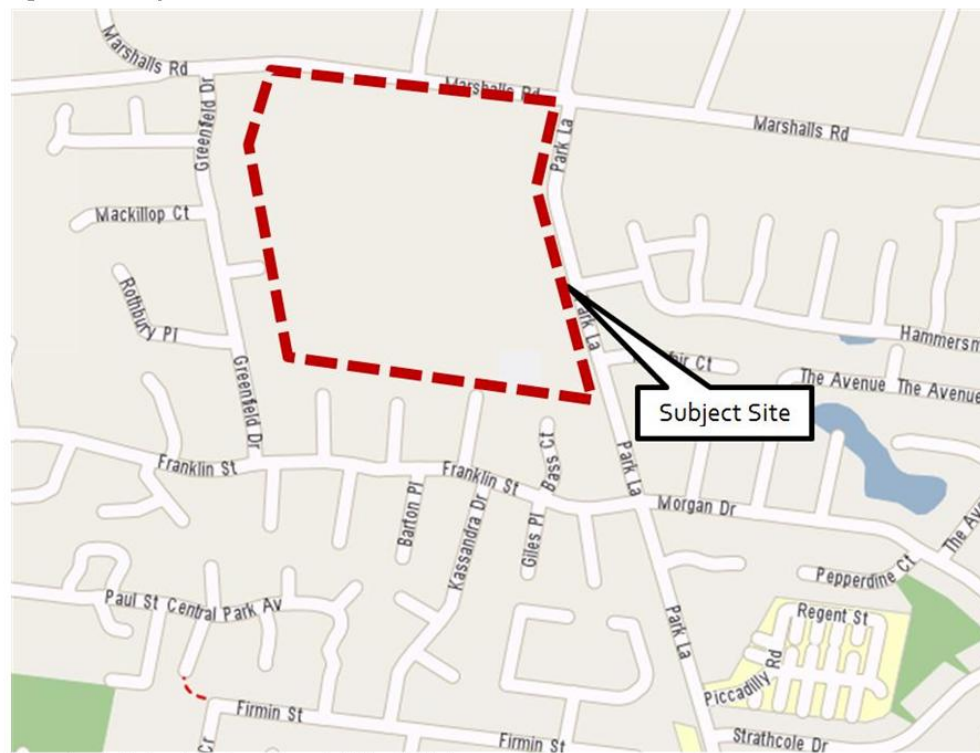
2.1 Subject Site

The subject site is located on the southwest corner of the Marshalls Road and Park Lane intersection in Traralgon. The site of approximately 24.25 ha has frontages of 400m to Marshalls Road and 520m to Park Lane.

The site is located within a Residential 1 Zone and is currently undeveloped. The surrounding properties include a mix of residential and farming land uses. The Traralgon town centre is located approximately 2.8km to the southwest of the site.

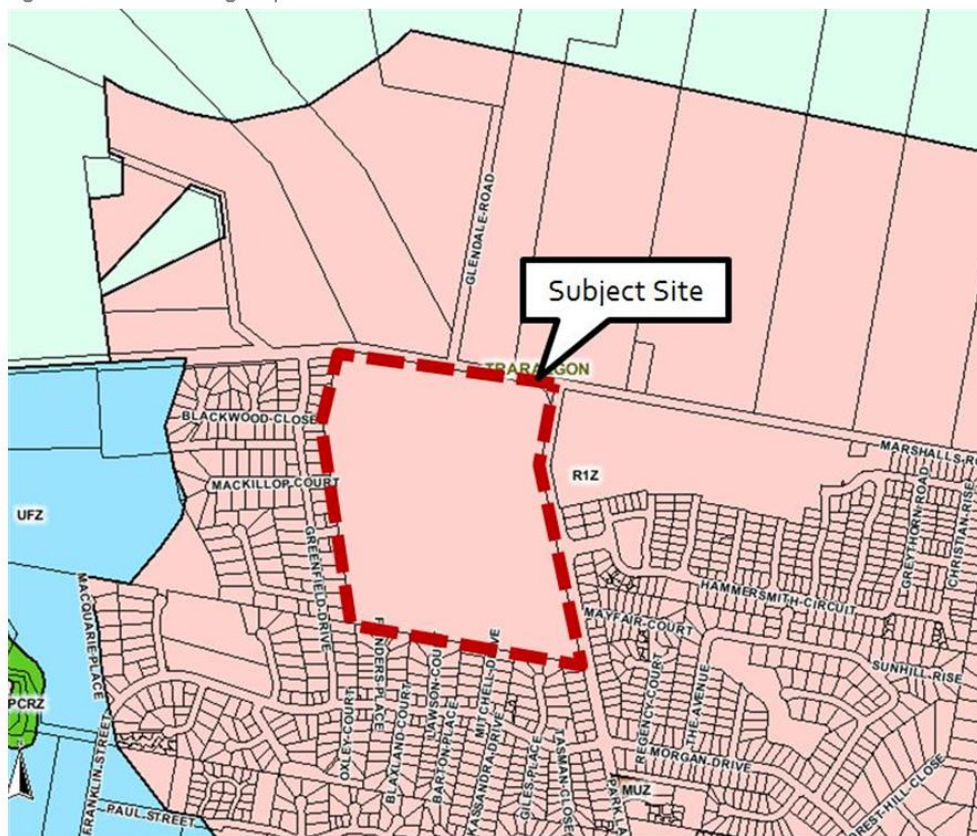
The location of the subject site and the surrounding environs is shown in Figure 2.1, and the land zoning is shown in Figure 2.2.

Figure 2.1: Subject Site and its Environs



(Reproduced with Permission from Melway Publishing Pty Ltd)

Figure 2.2: Land Zoning Map



(Reproduced from Land Channel website)

2.2 Road Network

2.2.1 Adjoining Roads

Marshalls Road

Marshalls Road currently functions as an access street¹. It is a two-way road aligned in an east-west direction and configured with a two-lane, 6.2 metre wide carriageway set within a 20 metre wide road reserve (approximately).

Marshalls Road carries approximately 900² vehicles per day near Traralgon-Maffra Road and is shown in Figure 2.3 and Figure 2.4.

¹ Source: Latrobe City Council Road Management Plan

² Source: Latrobe City Council

Figure 2.3: Marshalls Road Looking East



Figure 2.4: Marshalls Road Looking West



Park Lane

Park Lane functions as a collector road. It is a two-way road aligned in a north-south direction and generally configured with a two-lane, 12.0 metre wide carriageway set within a 25 metre wide road reserve (approximately) south of Hammersmith Circuit and a 20 metre wide road reserve (approximately) north of Hammersmith Circuit.

Park Lane carries approximately 2,500² vehicles per day north of Franklin Street and is shown in Figure 2.5 to Figure 2.8.

Figure 2.5: Park Lane (North of Hammersmith Circuit) Looking North



Figure 2.6: Park Lane (North of Hammersmith Circuit) Looking South



Figure 2.7: Park Lane (South of Hammersmith Circuit) Looking North



Figure 2.8: Park Lane (South of Hammersmith Circuit) Looking South



2.2.2 Surrounding Roads

Franklin Street

Franklin Street functions as a collector road. To the west of Park Lane it is a two-way road aligned in an east-west direction and configured with a two-lane, 11.05 metre wide carriageway set within a 20 metre wide road reserve (approximately). Further west, Franklin Street is aligned in a north-south direction and provides a direct connection to the Traralgon CBD via a bridge over Traralgon Creek.

Franklin Street carries approximately 2,500² vehicles per day west of Park Lane and is shown in Figure 2.9 and Figure 2.10.

Figure 2.9: Franklin Street Looking East



Figure 2.10: Franklin Street Looking West



Greenfield Drive

Greenfield Drive functions as a major access street. It is a two-way road aligned in a north-south direction and configured with a two-lane, 9.7 metre wide carriageway set within a 20 metre wide road reserve (approximately).

Greenfield Drive is shown in Figure 2.11 and Figure 2.12.

Figure 2.11: Greenfield Drive Looking North



Figure 2.12: Greenfield Drive Looking South



2.2.3 Surrounding Intersections

The following intersections exist in the vicinity of the site:

- Marshalls Road / Park Lane (unsignalised T-intersection – proposed future roundabout)
- Traralgon-Maffra Road / Marshalls Road (unsignalised T-intersection)

- Park Lane / Morgan Drive / Franklin Street (roundabout)
- Greenfield Drive / Franklin Street (unsignalised T-intersection)

2.2.4 Traffic Volumes

GTA Consultants undertook traffic movement counts at the intersection of Park Lane / Morgan Drive / Franklin Street on 20 July 2011 during the PM peak period and on 21 July 2011 during the AM peak period. The AM and PM peak hour traffic volumes are shown in Figure 2.13 and Figure 2.14.

Figure 2.13: Existing AM Peak Hour Traffic Volumes – Park Lane / Morgan Drive / Franklin Street

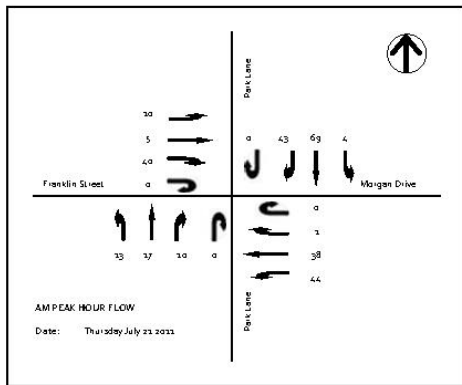
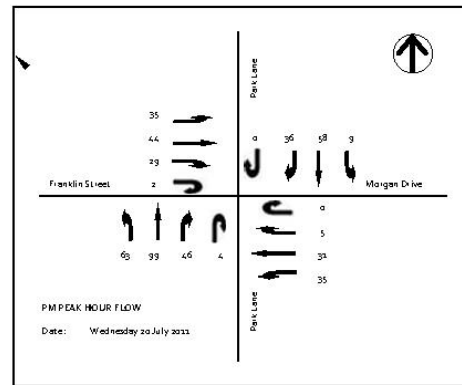


Figure 2.14: Existing PM Peak Hour Traffic Volumes – Park Lane / Morgan Drive / Franklin Street



2.2.5 Intersection Operation

The operation of the intersection of Park Lane / Morgan Drive / Franklin Street has been assessed using *SIDRA INTERSECTION*³, a computer based modelling package which calculates intersection performance.

The commonly used measure of intersection performance is referred to as the *Degree of Saturation (DOS)*. The DOS represents the flow-to-capacity ratio for the most critical movement on each leg of the intersection. For unsignalised intersections, a DOS of around 0.90 has been typically considered the practical limit, beyond which queues and delays increase disproportionately⁴.

Table 2.1 presents a summary of the existing operation of the intersection, with full results presented in Appendix A of this report.

³ Program used under license from Akcelik & Associates Pty Ltd.

⁴ SIDRA INTERSECTION adopts the following criteria for Level of Service assessment:

		Intersection Degree of Saturation (X)		
		Signals	Roundabouts	Unsignalised
A	Excellent	<=0.60	<=0.60	<=0.60
B	Very Good	0.60-0.70	0.60-0.70	0.60-0.70
C	Good	0.70-0.90	0.70-0.85	0.70-0.80
D	Acceptable	0.90-0.95	0.85-0.95	0.80-0.90
E	Poor	0.95-1.00	0.95-1.00	0.90-1.00
F	Very Poor	>=1.0	>=1.0	>=1.0

Table 2.1: Park Lane/Morgan Drive/Franklin Street Intersection – Existing Operating Conditions

Peak Hour	Approach	DOS	Average Delay (sec)	95 th Percentile Queue (m)
AM	Park Lane Road (South)	0.03	8	1
	Morgan Drive (East)	0.08	7	3
	Park Lane (North)	# 0.09	8	3
	Franklin Street (West)	0.04	10	2
PM	Park Lane Road (South)	0.03	8	1
	Morgan Drive (East)	0.08	7	3
	Park Lane (North)	# 0.09	8	3
	Franklin Street (West)	0.04	10	2

DOS – Degree of saturation, # - Intersection DOS

On the basis of the above assessment, it is clear that the intersection of Park Lane / Morgan Drive / Franklin Street currently operates well with minimal queues and delays on all approaches.

2.2.6 Accident Statistics

A review of the reported casualty accident history for the roads and intersections surrounding the subject site has been sourced from VicRoads accident database. The 'CrashStats' database includes all reported casualty accidents since 1987.

A review of the accidents for the last available five year period (January 2007 – December 2011) indicated that there were no reported accidents causing injury in the vicinity of the subject site.

2.3 Sustainable Transport Infrastructure

2.3.1 Public Transport

Figure 2.15 shows the Traralgon North (Route 45) bus which operates in the vicinity of the subject site whilst Table 2.2 summarises the major destinations that can be reached using this service.

Figure 2.15: Public Transport Map

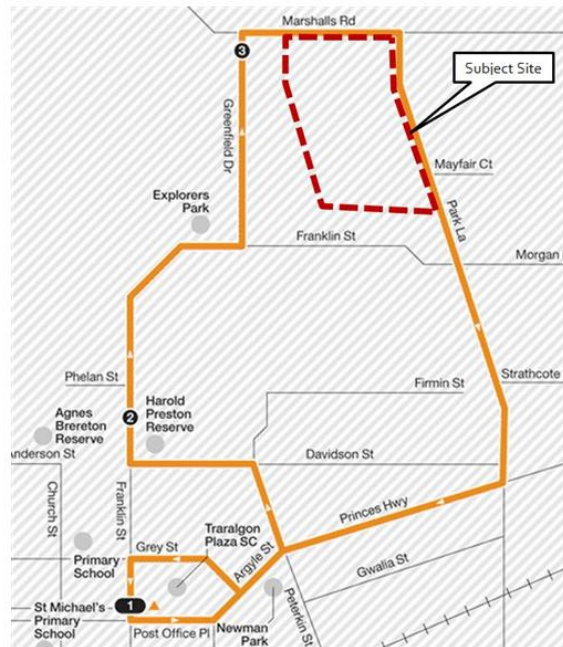


Table 2.2: Road Based Public Transport Provision

Service	Route Nos	Route Description	Nearest Stop	Significant Destinations On Route	Frequency
Bus	45	Traralgon North	Marshalls Road / Greenfield Drive	Traralgon Plaza, Primary Schools and Recreational Facilities	60 minutes

2.3.2 Pedestrian Infrastructure

Pedestrian paths are generally located along the residential frontages of the roads in the vicinity of the subject site. There are currently no paths on the Marshalls Road or Park Lane site frontages.

2.3.3 Cycle Infrastructure

The VicRoads Municipal Bicycle Network (MBN) plan identifies networks of local cycling routes in regional Victoria. The local council is the custodian of each MBN and has the primary responsibility for managing its development. In many regional cities and towns, VicRoads and local councils have worked together to develop a set of Priority Bicycle Routes (PBRs). These routes are a subset of the relevant MBN and provide the main linkages for bicycle travel within each city and town.

The Traralgon MBN within the vicinity of the subject site is shown Figure 2.16.

Existing Conditions

Figure 2.16: Cycling Infrastructure



(Reproduced from VicRoads Website)

3. Development Proposal

3.1 Land Uses

The proposed Development Plan anticipates the development of the site with a residential subdivision and a lifestyle village, as summarised in Table 3.1.

An indicative Development Plan is shown in Figure 3.1.

Figure 3.1: Indicative Development Plan



Table 3.1: Indicative Development Schedule

Use	Size
Residential Subdivision	
• Standard lots	118 lots
• Medium density lots	4 lots
• Low density lots	40 lots
Lifestyle Village	162 lots

In addition, there is a super lot proposed adjacent to Park Lane which is proposed to provide either a commercial use or high density residential use.

3.2 Vehicle Access

Vehicular access to the residential subdivision and lifestyle village is proposed at the locations indicated in Table 3.2.

Table 3.2: Proposed Vehicle Access

Subject Site	Road	Location
Residential Subdivision	Park Lane	At Hammersmith Circuit
		South of Mayfair Court
	Franklin Street	Links with existing Mitchell Drive
	Greenfield Drive	Links with existing Cambridge Way
Lifestyle Village	Marshalls Road	Btw Greenfield Drive & Glendale Road

3.3 Waste Collection

Waste collection for the proposed residential development will utilise Council's kerbside waste collection system. Waste collection for the lifestyle village will be undertaken by a private contractor.

3.4 Adjacent Development Plan

A Development Plan is also currently being prepared for land located immediately north of the subject site on Marshalls Road. It encompassed 13 properties with a total area of 116ha.

The area has been rezoned to a Residential 1 Zone (R1Z) and currently comprises a mixture of farm uses, rural residential living and vacant lots. The locations of the subject site and the adjacent Development Plan area are shown in Figure 3.2.

Figure 3.2: Adjacent Development Plan Area



(Reproduced from maps.google.com.au)

GTA Consultants prepared a transport report to assist the preparation of the Development Plan. One of the key outcomes of the GTA report was the need for Marshalls Road to be upgraded to a connector street, in accordance with the requirements of Clause 56 of the Latrobe Planning Scheme in order to accommodate future traffic volumes and cater for bus movements.

4. Traffic Impact Assessment

4.1 Traffic Generation

4.1.1 Residential Lots

Houses on standard lots will typically generate an average of up to 0.8 trips in a peak hour and 8 trips per day. This traffic generation rate is consistent with the rate adopted for the Development Plan which is being prepared for the area immediately to the north of the subject site.

For the purpose of this assessment, the four medium density residential lots will each be assumed to comprise of six dwellings and the super lot in the northeast corner of the residential development which is proposed to have either a commercial use or high density residential use will be assumed to comprise of 20 dwellings.

4.1.2 Lifestyle Village

Traffic generation estimates for the proposed lifestyle village development have been sourced from the RTA NSW's 'Guide to Traffic Engineering Developments' (October 2002). This document nominates a traffic generation rate for housing for the aged of 0.2 and 2 vehicle movements per unit per peak hour and daily respectively.

While these rates may appear relatively low compared to standard residential traffic generation rates, they are considered representative of aged / retiree housing developments as such uses typically do not generate a high proportion of vehicle trips during typical working / schooling peak hours (i.e. typical road network peak).

Additionally, it is envisaged that the majority of vehicle trips to and from the 'community centre' component of the proposed lifestyle village would originate from within the site itself and hence not have an external impact.

4.1.3 Summary

Based on the above, Table 4.1 sets out traffic generation estimates for both peak hour and daily periods.

Table 4.1: Estimated Development Traffic Generation

Access	No. of lots/units [1]	Design Generation Rates		Traffic Generation Estimates	
		Peak Hour	Daily	Peak Hour	Daily
Residential Development	158 lots	0.8 vehicle movements/dwelling	8 vehicle movements/dwelling	126 vehicle movements/hour	1,264 vehicle movements/day
Medium Density Residential	24 units	0.8 vehicle movements/dwelling	8 vehicle movements/dwelling	19 vehicle movements/hour	192 vehicle movements/day
High Density Residential	20 units	0.8 vehicle movements/dwelling	8 vehicle movements/dwelling	16 vehicle movements/hour	160 vehicle movements/day
Lifestyle Village	162 units	0.2 vehicle movements/dwelling	2 vehicle movements/dwelling	32 vehicle movements/hour	324 vehicle movements/day
TOTAL				193 vehicle movements/hour	1,940 vehicle movements/day

Table 4.1 indicates the entire site could be expected to generate up to 1,900 vehicle movements per day and 190 vehicle movements during each respective peak hour on a typical weekday.

4.2 Distribution and Assignment

The directional distribution and assignment of traffic generated by the site will be influenced by a number of factors, including the:

- i configuration of the arterial road network in the immediate vicinity of the site
- ii existing operation of intersections providing access between the local and arterial road network
- iii surrounding employment centres, retail centres and schools in relation to the site
- iv configuration of access points to the site.

Having consideration to the above and for the purposes of estimating vehicle movements, the following directional distributions within the surrounding road network have been assumed:

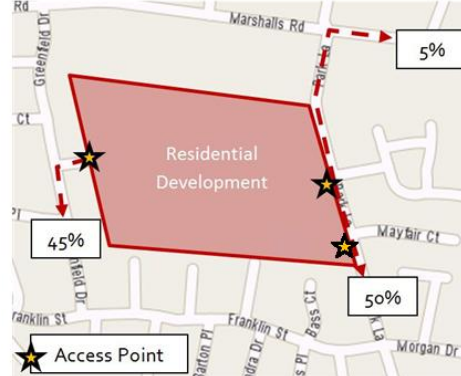
- Park Lane to the south: 50%
- Greenfield Drive / Franklin Street to the southwest: 45%
- Marshalls Road to the east: 5%

Figure 4.1 and Figure 4.2 provide a diagrammatical representation of the assumed directional distributions from the lifestyle village and residential development.

Figure 4.1: Lifestyle Village Trip Distribution



Figure 4.2: Residential Development Trip Distribution



The directional split of traffic (i.e. the ratio between the inbound and outbound traffic movements) is assumed to be 80/20 outbound/inbound in the AM peak and 40/60 outbound/inbound in the PM peak.

Based on the above, Figure 4.3 and Figure 4.4 have been prepared to show the estimated combined increase in turning movements at the intersection of Park Lane / Morgan Drive / Franklin Street following the full development of the lifestyle village and residential development.

It is noted that this intersection carries more traffic than the proposed site access point to the Park Lane / Hammersmith Circuit roundabout and the proposed site access point to Park Lane in the southeast corner of the site.

Figure 4.3: Park Lane / Morgan Drive / Franklin Street AM Peak Hour – Development Traffic

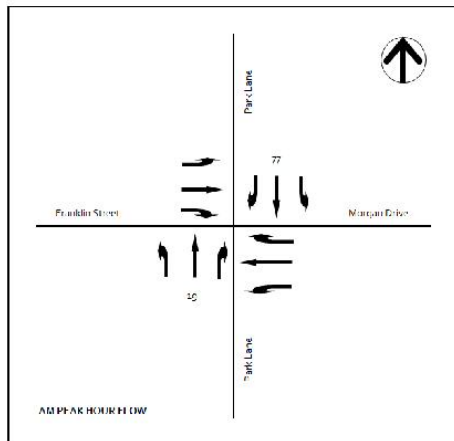
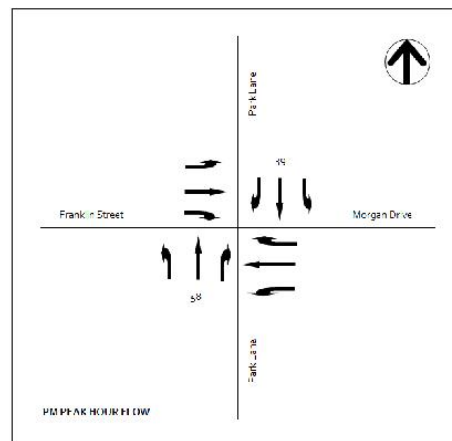


Figure 4.4: Park Lane / Morgan Drive / Franklin Street PM Peak Hour – Development Traffic



4.3 Post Development Analysis

4.3.1 Post Development Traffic Performance - Intersection

By adding the development traffic to the existing traffic flows we can obtain the “Design” or Post-Development traffic volumes. These are outlined in Figure 4.5 and Figure 4.6.

Figure 4.5: Park Lane / Morgan Drive / Franklin Street AM Peak Hour – Post Development

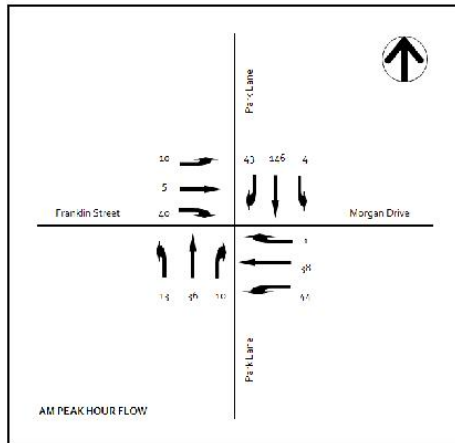
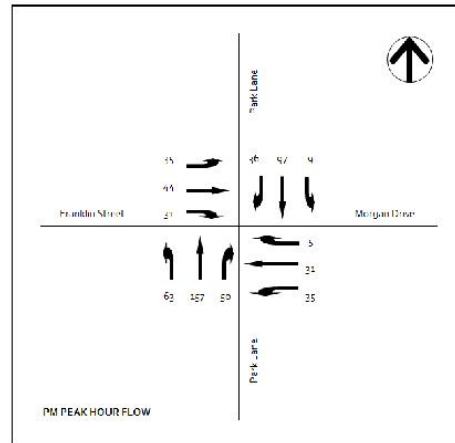


Figure 4.6: Park Lane / Morgan Drive / Franklin Street PM Peak Hour – Post Development



The impact of the development traffic upon this intersection was assessed using *SIDRA INTERSECTION*.

The results of this analysis are set out in Table 4.2 and indicate the roundabout can be expected to operate satisfactorily.

Table 4.2: Park Lane/Morgan Drive/Franklin Street Intersection – Post Development Operating Conditions

Peak Hour	Approach	DOS	Average Delay (sec)	95 th Percentile Queue (m)
AM	Park Lane Road (South)	0.05	8	2
	Morgan Drive (East)	0.08	8	3
	Park Lane (North)	# 0.15	8	6
	Franklin Street (West)	0.05	10	2
PM	Park Lane Road (South)	# 0.21	8	9
	Morgan Drive (East)	0.07	8	2
	Park Lane (North)	0.13	8	5
	Franklin Street (West)	0.11	9	4

DOS – Degree of saturation, # - Intersection DOS

Given that the other intersections in the vicinity of the site will carry less site-generated traffic than this intersection they can also be expected to operate satisfactorily following the development of the site.

4.3.2 Post Development Traffic Performance – Surrounding Road Network

Table 4.3 has been prepared to summarise the likely post development traffic volumes on critical road links in the vicinity of the subject site.

Table 4.3: Midblock Capacity Analysis

Location	PM Peak Two-way Flows		Mid-block Capacity [1] (vpd)
	Base Case (vpd)	Post Development (vpd)	
Marshalls Road (adjacent to site)	900	1,100	≈ 3,000 – 7,000
Park Lane	2,500	3,500	3,000 – 7,000
Traralgon – Maffra Road	3,500	3,600	> 7,000
Franklin Street	2,500	3,400	3,000 – 7,000

[1] Source: Latrobe Planning Scheme, Clause 56.06.

[2] Assuming that Marshalls Road is upgraded to a connector road

Table 4.3 indicates that the road network in the vicinity of the subject site currently has volumes well within its capacity and will continue to do so following the proposed development.

4.3.3 Other Developments

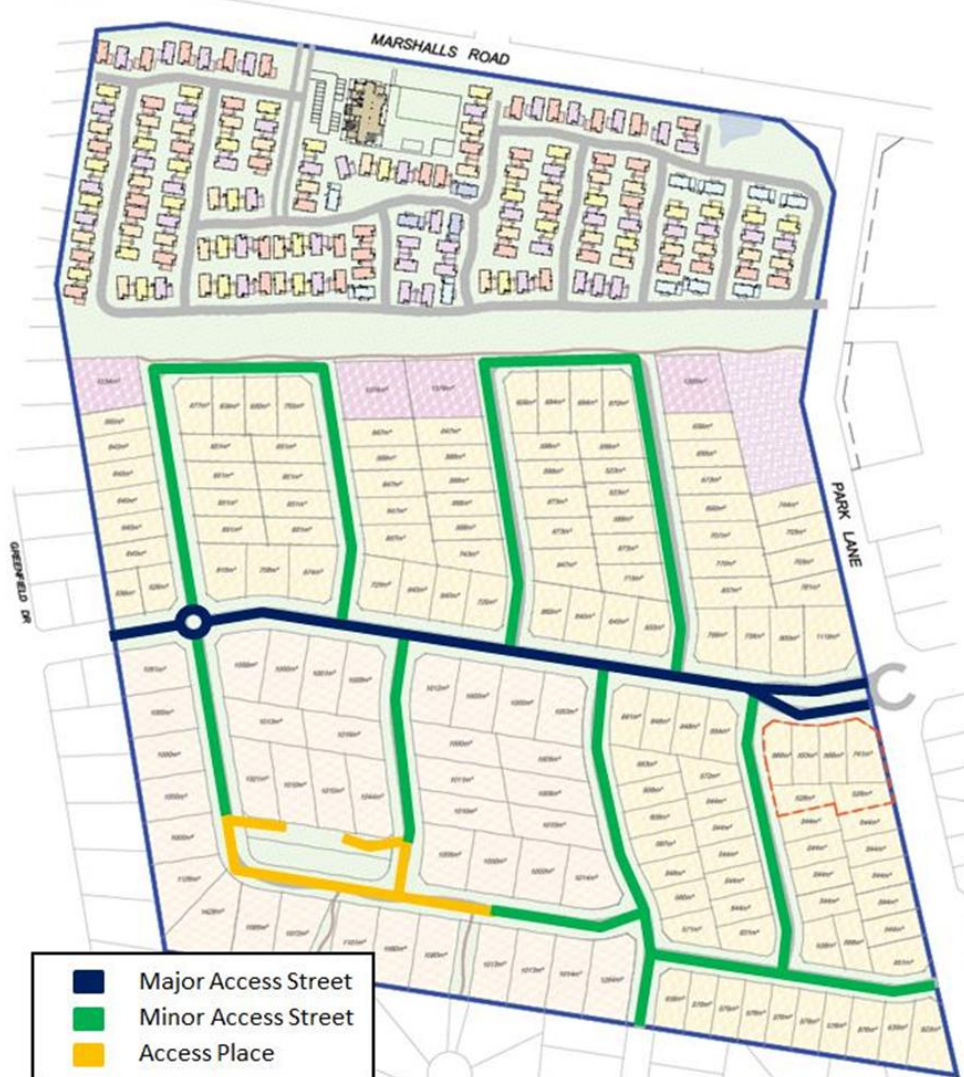
The impact of traffic from the development of the area to the north of the subject site will be analysed separately as part of that proposal. However, preliminary analysis undertaken as part of the initial draft Outline Development Plan which included both the subject site and the area to the north indicated that the road network could accommodate the future volumes, subject to Marshalls Road being upgraded as part of the development of the area to the north of the subject site.

5. Internal Road Layout

5.1 Residential Subdivision

It is envisaged that the internal road network within the proposed residential subdivision will include a combination of access streets and access places, in accordance with the requirements of Clause 56.06-8 of the Latrobe Planning Scheme and the Latrobe City Design Guidelines. A potential road hierarchy is shown in Figure 5.1 below.

Figure 5.1: Potential Road Hierarchy



A summary of the characteristics of the proposed road hierarchy is provided in Table 5.1.

Table 5.1: Proposed Internal Road Hierarchy

Street Type	Carriageway Width	Proposed Road Reservation	Parking Provision	Pedestrian and Cyclist Provisions	Anticipated Daily Volume
Access Place	3.5m	16.0m	1 hard standing verge space per 2 lots with scope for more	Pedestrian path on one side of carriageway	Up to 200vpd
Minor Access Street	5.0m	13.5m	Kerbside parking	Pedestrian path on both sides of the carriageway	Up to 500vpd
Major Access Street	5.0m or 7.0m ^[1]	18.0m	Kerbside parking	Pedestrian path on both sides of the carriageway	Up to 2,000vpd

[1] If parking is required along both sides adopt 7.0 m width

The nominated road hierarchy, as illustrated in Figure 5.1, has been designed to be consistent with the road hierarchy outlined within the Latrobe City Design Guidelines.

Based on the hierarchy shown in Figure 5.1, the proposed road network will be capable of accommodating the traffic volumes expected to be generated by the subject site.

It is noted that a roundabout has been provided to control traffic movements through the internal cross intersections immediately to the east of the Greenfield Drive access point.

5.2 Lifestyle Village

5.2.1 Planning Scheme Requirements

Whilst this application does not involve subdivision of the land, and the proposed internal road network within the lifestyle village will not be public roads, guidance on the suitability of the proposed internal road network has been sought from the Latrobe City Design Guidelines. Specifically, this clause defines a 'Minor Access Street' as:

"A street providing local residential access where traffic is subservient to local amenity, vehicle speeds and volumes are low and pedestrian and bicycle movement are facilitated. Serves no external through traffic function. Traffic volumes generally up to 500 vehicles per day."

It is anticipated that the proposed site access road and other primary roads will carry up to 320 vehicles per day. Therefore they meet the definition of a 'Minor Access Street'. The specified carriageway width for a 'Minor Access Street' is 5.0m. The indicative Development Plan anticipates that the proposed site access road and other primary roads within the development will be at least 5.0m wide.

5.3 Waste Collection

The road network within the residential subdivision allows for a waste collection vehicle to circulate throughout the subdivision in a forward direction. As discussed in Section 3, waste collection for the lifestyle village will be undertaken by a private contractor.

6. Sustainable Transport Infrastructure

6.1 Public Transport

Bus route 45 is currently the only public transport service which operates adjacent to the site. This service operates along Marshalls Road and Park Lane. No bus services are proposed to operate within the internal road network and therefore streets within the site are not required to be designed to accommodate potential future bus services.

6.2 Walking and Cycling

The roads within the site should have footpaths on both sides to encourage walking. The proposed road network is relatively linear which allows direct pedestrian and bicycle connections. Pedestrian and bicycle connections are to be provided from the subject site to the south via the existing cul-de-sacs at Flinders Place and Lawson Court.

7. Conclusion

Based on the analysis and discussions presented within this report, the following conclusions are made:

- i The development of the site in accordance with the proposed Development Plan could generate up to 1,900 vehicle movements per day and 190 vehicle movements per hour in the peak periods.
- ii There is sufficient capacity within the existing road network to accommodate the additional traffic movements.
- iii The indicative street network has been designed in accordance with Clause 56 of the Latrobe Planning Scheme and the Latrobe City Design Guidelines.



Appendix A

Appendix A



SIDRA INTERSECTION Results

MOVEMENT SUMMARY

Site: Park / Morgan / Franklin - AM
Existing

Park / Franklin / Morgan
Roundabout

Movement Performance - Vehicles											
Mov ID	Turn	Demand Flow veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Park Lane (South)											
1	L	14	5.0	0.034	7.3	LOS A	0.2	1.2	0.22	0.54	49.3
2	T	18	5.0	0.034	6.4	LOS A	0.2	1.2	0.22	0.46	50.0
3	R	11	5.0	0.034	11.6	LOS B	0.2	1.2	0.22	0.75	46.1
Approach		42	5.0	0.034	8.0	LOS A	0.2	1.2	0.22	0.56	48.7
East: Morgan Drive (East)											
4	L	46	5.0	0.076	7.7	LOS A	0.4	2.7	0.32	0.58	48.9
5	T	40	5.0	0.076	6.8	LOS A	0.4	2.7	0.32	0.50	49.4
6	R	1	5.0	0.076	11.8	LOS B	0.4	2.7	0.32	0.77	46.0
Approach		87	5.0	0.076	7.4	LOS A	0.4	2.7	0.32	0.55	49.1
North: Park Lane (North)											
7	L	4	5.0	0.093	7.2	LOS A	0.5	3.3	0.18	0.55	49.5
8	T	73	5.0	0.093	6.3	LOS A	0.5	3.3	0.18	0.46	50.3
9	R	45	5.0	0.093	11.4	LOS B	0.5	3.3	0.18	0.76	46.1
Approach		122	5.0	0.093	8.2	LOS A	0.5	3.3	0.18	0.58	48.6
West: Franklin Street (West)											
10	L	11	5.0	0.043	7.1	LOS A	0.2	1.5	0.12	0.52	49.8
11	T	5	5.0	0.043	6.1	LOS A	0.2	1.5	0.12	0.43	50.6
12	R	42	5.0	0.043	11.3	LOS B	0.2	1.5	0.12	0.70	46.1
Approach		58	5.0	0.043	10.1	LOS B	0.2	1.5	0.12	0.64	47.1
All Vehicles		309	5.0	0.093	8.3	LOS A	0.5	3.3	0.22	0.58	48.5

Level of Service (LOS) Method: Delay (HCM 2000).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay per movement

Intersection and Approach LOS values are based on average delay for all vehicle movements.

Roundabout Capacity Model: SIDRA Standard.

SIDRA Standard Delay Model used.

MOVEMENT SUMMARY

Site: Park / Morgan / Franklin - PM
Existing - Copy

Park / Franklin / Morgan
Roundabout

Movement Performance - Vehicles											
Mov ID	Turn	Demand Flow veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Queue Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Park Lane (South)											
1	L	66	5.0	0.172	7.4	LOS A	0.9	6.7	0.24	0.55	49.2
2	T	104	5.0	0.172	6.4	LOS A	0.9	6.7	0.24	0.47	49.9
3	R	53	5.0	0.172	11.6	LOS B	0.9	6.7	0.24	0.76	46.0
Approach		223	5.0	0.172	7.9	LOS A	0.9	6.7	0.24	0.56	48.7
East: Morgan Drive (East)											
4	L	33	5.0	0.066	7.6	LOS A	0.3	2.4	0.29	0.57	49.0
5	T	40	5.0	0.066	6.7	LOS A	0.3	2.4	0.29	0.49	49.6
6	R	5	5.0	0.066	11.8	LOS B	0.3	2.4	0.29	0.76	46.0
Approach		78	5.0	0.066	7.4	LOS A	0.3	2.4	0.29	0.54	49.1
North: Park Lane (North)											
7	L	9	5.0	0.092	7.6	LOS A	0.5	3.3	0.30	0.56	48.9
8	T	61	5.0	0.092	6.7	LOS A	0.5	3.3	0.30	0.49	49.5
9	R	38	5.0	0.092	11.8	LOS B	0.5	3.3	0.30	0.75	45.9
Approach		108	5.0	0.092	8.6	LOS A	0.5	3.3	0.30	0.59	48.1
West: Franklin Street (West)											
10	L	37	5.0	0.101	7.8	LOS A	0.5	3.7	0.34	0.57	48.7
11	T	46	5.0	0.101	6.8	LOS A	0.5	3.7	0.34	0.50	49.2
12	R	33	5.0	0.101	12.0	LOS B	0.5	3.7	0.34	0.74	45.8
Approach		116	5.0	0.101	8.6	LOS A	0.5	3.7	0.34	0.59	48.0
All Vehicles		525	5.0	0.172	8.1	LOS A	0.9	6.7	0.28	0.57	48.5

Level of Service (LOS) Method: Delay (HCM 2000).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay per movement

Intersection and Approach LOS values are based on average delay for all vehicle movements.

Roundabout Capacity Model: SIDRA Standard.

SIDRA Standard Delay Model used.

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MOVEMENT SUMMARY

Site: Park / Morgan / Franklin - AM
Post Development

Park / Franklin / Morgan
Roundabout

Movement Performance - Vehicles											
Mov ID	Turn	Demand Flow veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Park Lane (South)											
1	L	14	5.0	0.051	7.4	LOS A	0.2	1.8	0.23	0.55	49.4
2	T	39	5.0	0.051	6.4	LOS A	0.2	1.8	0.23	0.47	50.0
3	R	11	5.0	0.051	11.6	LOS B	0.2	1.8	0.23	0.77	46.1
Approach		63	5.0	0.051	7.5	LOS A	0.2	1.8	0.23	0.54	49.2
East: Morgan Drive (East)											
4	L	46	5.0	0.081	8.2	LOS A	0.4	2.9	0.40	0.60	48.5
5	T	40	5.0	0.081	7.3	LOS A	0.4	2.9	0.40	0.54	48.9
6	R	1	5.0	0.081	12.2	LOS B	0.4	2.9	0.40	0.77	45.8
Approach		87	5.0	0.081	7.8	LOS A	0.4	2.9	0.40	0.58	48.6
North: Park Lane (North)											
7	L	4	5.0	0.154	7.2	LOS A	0.8	5.9	0.19	0.56	49.6
8	T	158	5.0	0.154	6.3	LOS A	0.8	5.9	0.19	0.47	50.3
9	R	45	5.0	0.154	11.4	LOS B	0.8	5.9	0.19	0.79	46.2
Approach		207	5.0	0.154	7.4	LOS A	0.8	5.9	0.19	0.54	49.3
West: Franklin Street (West)											
10	L	11	5.0	0.045	7.2	LOS A	0.2	1.6	0.17	0.51	49.5
11	T	5	5.0	0.045	6.3	LOS A	0.2	1.6	0.17	0.43	50.2
12	R	42	5.0	0.045	11.4	LOS B	0.2	1.6	0.17	0.69	45.9
Approach		58	5.0	0.045	10.2	LOS B	0.2	1.6	0.17	0.63	46.9
All Vehicles		416	5.0	0.154	7.9	LOS A	0.8	5.9	0.24	0.56	48.8

Level of Service (LOS) Method: Delay (HCM 2000).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay per movement

Intersection and Approach LOS values are based on average delay for all vehicle movements.

Roundabout Capacity Model: SIDRA Standard.

SIDRA Standard Delay Model used.

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INTERSECTION

MOVEMENT SUMMARY

Site: Park / Morgan / Franklin - PM
Post Development

Park / Franklin / Morgan
Roundabout

Movement Performance - Vehicles											
Mov ID	Turn	Demand Flow veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Distance m	Prop. Queued	Effective Stop Rate per veh	Average Speed km/h
South: Park Lane (South)											
1	L	66	5.0	0.216	7.3	LOS A	1.2	8.8	0.24	0.56	49.3
2	T	168	5.0	0.216	6.4	LOS A	1.2	8.8	0.24	0.48	49.9
3	R	53	5.0	0.216	11.6	LOS B	1.2	8.8	0.24	0.77	46.1
Approach		287	5.0	0.216	7.6	LOS A	1.2	8.8	0.24	0.55	49.0
East: Morgan Drive (East)											
4	L	37	5.0	0.066	7.8	LOS A	0.3	2.4	0.34	0.57	48.8
5	T	33	5.0	0.066	6.9	LOS A	0.3	2.4	0.34	0.50	49.2
6	R	5	5.0	0.066	12.0	LOS B	0.3	2.4	0.34	0.76	45.9
Approach		75	5.0	0.066	7.7	LOS A	0.3	2.4	0.34	0.56	48.8
North: Park Lane (North)											
7	L	9	5.0	0.127	7.6	LOS A	0.7	4.8	0.31	0.57	48.9
8	T	103	5.0	0.127	6.7	LOS A	0.7	4.8	0.31	0.50	49.5
9	R	38	5.0	0.127	11.8	LOS B	0.7	4.8	0.31	0.77	46.0
Approach		151	5.0	0.127	8.1	LOS A	0.7	4.8	0.31	0.57	48.5
West: Franklin Street (West)											
10	L	37	5.0	0.106	8.1	LOS A	0.5	4.0	0.40	0.59	48.4
11	T	46	5.0	0.106	7.2	LOS A	0.5	4.0	0.40	0.53	48.7
12	R	33	5.0	0.106	12.3	LOS B	0.5	4.0	0.40	0.75	45.7
Approach		116	5.0	0.106	8.9	LOS A	0.5	4.0	0.40	0.61	47.7
All Vehicles		628	5.0	0.216	8.0	LOS A	1.2	8.8	0.30	0.57	48.6

Level of Service (LOS) Method: Delay (HCM 2000).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay per movement

Intersection and Approach LOS values are based on average delay for all vehicle movements.

Roundabout Capacity Model: SIDRA Standard.

SIDRA Standard Delay Model used.

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Placeholder for Attachment 14

16.1 FRANKLIN PLACE DEVELOPMENT PLAN - CONSIDERATION OF SUBMISSIONS.DOC

Appendix 9 - Aboriginal Heritage Due Dilligence Study
Final

Pages



Franklin Place - Traralgon Preliminary Surface Water Management Report



March 2013



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J2002_Park Land Prelim SWMS

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Cover Photo: Water Technology Site Photo – Looking south – Sub-Catchment 6.

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1. INTRODUCTION

The Franklin Place development site is a standalone development bordering the Marshalls road precinct. Land to the north of Marshalls Road is subject to a separate DPO but has been considered in this report as part of an overall strategy. Water Technology has also undertaken a review of the surface water management aspects of the greater precinct (Water Technology, Sep 2011) and much of the information contained herein refers to this preliminary review. This report however details investigations regarding the specific development plan for the Franklin Place development and covers all requirements for a Development Plan Application.

The Franklin Place development covers a parcel of land (approximately 24 hectares), bound by Greenfield Road to the west and Franklin Place to the east. The land parcel is proposed for several different development uses including a lifestyle village and several densities standard residential. The land identified for development is located to the north east of the Traralgon city centre on the boundary between the current developed residential suburbs, and historic farming land adjacent to the Latrobe River floodplain. This can be seen in Figure 1-1.



Figure 1-1 Location (Google Earth 2011)

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2. DEVELOPMENT PROPOSAL

The current overall development plan as supplied to Water Technology (16315_MP1), shows the development will consist of a significant portion of residential development coupled with a number of large open space reserves. The proposed development plan can be seen in Figure 2-1 with its context in the greater Marshalls Road DPO shown in Figure 2-2.



Figure 2-1 Franklin Place Development Master Plan

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The development plan land budget can be seen in Table 2-1, with selected Fraction Impervious values.

Table 2-1 Development Land Budget – Derived from Millar Merrigan (2011)

Land Budget – Millar Merrigan (2011)			
Developable Land Type	Area (Ha)	Land Use Percentage (%)	Suggested Fraction Impervious
Sewer Easement	0.88	3.6	0.05
Stormwater Treatment	0.6	2.5	0.05
Reserves & Pedestrian links	1.28	5.3	0.10
Road reserve	3.8	16.2	0.6
Lifestyle Village	6.3	26.0	0.40
Medium density lots	0.7	2.7	0.7
Standard Lots	6.5	26.8	0.45
Low Density lots	4.1	16.9	0.35
Total	24.16	100	

Under existing catchment conditions the site from the south to the north. Flows associated with the proposed development will drain through Marshalls road and future residential land towards the Latrobe River.



Figure 2-2 Concept development plan (Source: NBA Group Pty Ltd)

3. PRELIMINARY ASSESSMENT

A revised preliminary assessment has been undertaken to ascertain surface water management requirements as a result of the amended development proposal within the southern land portion. These initial studies will then provide an adjusted scope for understanding further studies required to meet requirements from Latrobe City Council (LCC) and West Gippsland Catchment Management Authority (WGCMA) at the subdivisional stage.

3.1 Drainage Investigations

The WGCMA is the referral authority for any drainage issues on site. As there are recognised impacts from the Latrobe River and Traralgon Creek LSIO (Land Subject to Inundation Overlays), the WGCMA will need to be consulted during the planning process. For any new subdivision the WGCMA and LCC will typically require the developer to demonstrate the following:

- Maintenance of pre-development peak flows;
- Maintenance of floodplain conveyance/storage on site;
- No negative impacts on flood levels for the upstream and downstream neighbouring properties;
- Consideration of water quality requirements; and
- A 'net gain' assessment for the waterway through the development.

Additional requirements as a result of the LSIO boundary include:

- Minimum freeboard of 0.3m will be required for lots;
- Development shall not occur where depth and flow of floodwater will be categorized as hazardous (generally through an assessment of velocity and depths); and
- The depth and flow of floodwater affecting access to a property also must not be hazardous.

A site visit was conducted on the 11th of August 2011 as part of the original Due Diligence Report completed by Water Technology. The purpose of the visit was to develop an understanding of the site including drainage under existing conditions, likely drainage conditions under proposed development conditions and any significant site constraints which could present drainage / stormwater issues for the proposed development.

3.2 Preliminary Drainage Analysis

3.2.1 Greater Marshalls Road DPO Catchment

Based on site contours (1m resolution) supplied by LCC, and observations made during the site visit as part of the original report, with reference to Figure 3-1 the following general drainage conditions were observed.

The Franklin Place development forms part of the greater Marshalls Road DPO and as such should be considered in this context. As previously noted the development will drain north through the proposed residential area and as such flows developed in the Franklin Place development, as a standalone development, need to be retained at existing flow rates.

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In terms of the greater catchment, the most easterly portion of the area (shown as sub-catchments 1 and 2 in Figure 3-1) and the most westerly portions (sub-catchments 8 and 9) show relatively steep grades of 3-5% while the remainder of the subject site is relatively flat with grades of less than 1%. Due to the flat nature of most of the site, many localised low points were identified during the site visit. Although no designated waterways are found within the boundary of the development, one clear (channelised) waterway / drain was noted during the site visit. This flow path is located within sub catchment 3 (depicted with blue arrows in Figure 3-1). Flows from sub-catchments 2 and 3 appeared to collect and follow this channelised feature, ultimately discharging into an existing farm dam north of the area. It should be noted that flows upstream of the depicted area (to the south) currently flow into the development area and need to be considered as part of the overall catchment strategy.

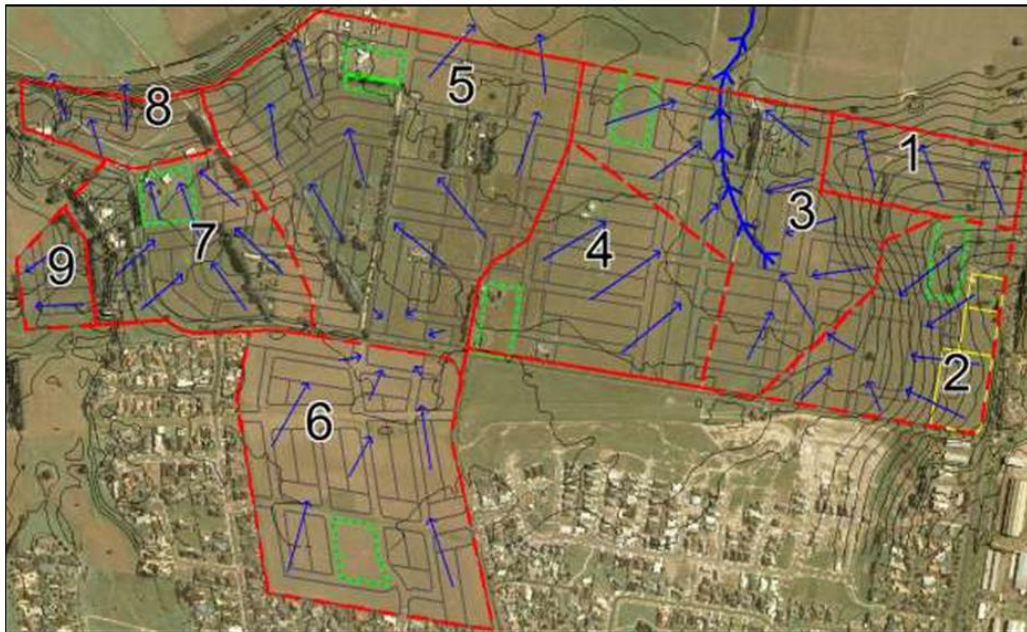


Figure 3-1 Existing (undeveloped) drainage characteristics

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3.2.2 Franklin Place Catchment

Existing Conditions

The Franklin Place development site, or as previously denoted Catchment 6 is subject to relatively flat grades traversing from the south of the site northwards.



Figure 3-2 Existing (undeveloped) drainage characteristics Catchment 6.

To determine the magnitude of site flows across catchment 6, existing drainage conditions and the likely drainage conditions of the proposed development plan as supplied to Water Technology were reassessed.

Sub catchment 6 was assessed to determine its area, approximate slope and peak flow using spatial mapping software and Rational Method estimates.

Pre development hydrology was determined using the Rational Method in accordance with recommended procedures outlined in Australian Rainfall & Runoff (AR&R, 1987). The 100 year ARI peak flow estimates for sub-catchment 6 across the site are shown in Table 3-1

Table 3-1 Rational Method Calculations for 100 Year ARI event - Existing Conditions (Catchment 6)

100 year ARI Storm Event			
Catchment	Area (Ha)	Approx. Slope (%)	Existing Peak Q_{100} (m ³ /s)
6	24.1	0.7	2.0

Developed Conditions

Although the development plan is in preliminary form, the development layout provides significant hydrological information and will be used for discussion and review. The appropriateness of the location and size of open space reserves was considered against the existing topography and appropriate 'rule of thumb' calculations for flood storage.

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The increase in peak flow under developed conditions is a direct function of the change in fraction of impervious area within the site. For the developed catchment hydrology estimations of a weighted average of developed fraction impervious was applied to each catchment (as per Table 2-1).

Post development hydrology was determined using the Rational Method in accordance with recommended procedures outlined in Australian Rainfall & Runoff (AR&R, 1987); peak flow estimates in developed conditions for sub-catchment 6 are shown in Table 3-2. Given the revised open space layout these calculations are considered conservative and will be revised down in a full SWMS.

Table 3-2 Rational Method Calculations for 100 Year ARI event - Developed Conditions

100 year ARI Storm Event			
Catchment	Area (Ha)	Developed Peak Q_{100} (m ³ /s)	Q_{100} Increase (%)
6	24.1	5.1	155%

Site Storage

Likely 100 year ARI flood storage volumes were determined using a storage relationship developed by Boyd (1989) with inputs from the Rational Method estimates of peak flow (m³/s) and sub-catchment time of concentration values (t_c). The Boyd (1989) relationship aims to reduce the peak flow from developed conditions back to that of existing conditions. Ultimately the proposed basin designs will need to be hydraulically modelled using suitable modelling software that will consider site specific conditions. Boyd's method estimates of the storage volume is shown in Table 3-3.

Table 3-3 Boyd's method storage volume estimates

100 year ARI Storm Event						
Catchment	Area (Ha)	Existing Peak Q_{100} (m ³ /s)	Developed Peak Q_{100} (m ³ /s)	Boyd's Method Storage (m ³)		
6	24.1	2.0	5.1	6,200		

Analysis of existing and developed flows for the proposed development show that site flows increase by approximately 150% under developed conditions. This result is consistent with Water Technology's experience with developments of this nature. It also found that approximately 300m³ – 500m³ of storage per developed hectare was required to attenuate developed flows back to existing conditions. It should be noted that this calculation does not take into account the existing flows from upstream catchments that may be directed towards the site. If these flows are directed into the storages then the size of the storages may increase. Alternatively these flows may be directed around the storages, or given consideration of catchment timing may not influence the total volume. To accurately determine this affect a catchment level hydrological model (such as RORB) should be built at the subdivisional stage.

To account for the required storage stormwater retardation basin locations have been provided in the north eastern corner of the site and in the reserve south of the sewage easement. They are shown in Figure 3-3. Note the location of the basins has been revised from the previous greater area

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study. The total area available for retention is about 6.6 ha, which can be considered adequate in the preliminary assessment stage.



Figure 3-3 Revised - Likely developed conditions drainage characteristics and proposed features

3.2.3 Overland Flow Paths from Upstream Catchments

To evaluate possible overland flow paths, a review of land located south of the development

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parcel was undertaken. Existing developments south of the site have made allowances for overland flow paths and provided easement allocations in three designated locations. These can be seen with overland flow paths detailed in Figure 3-4

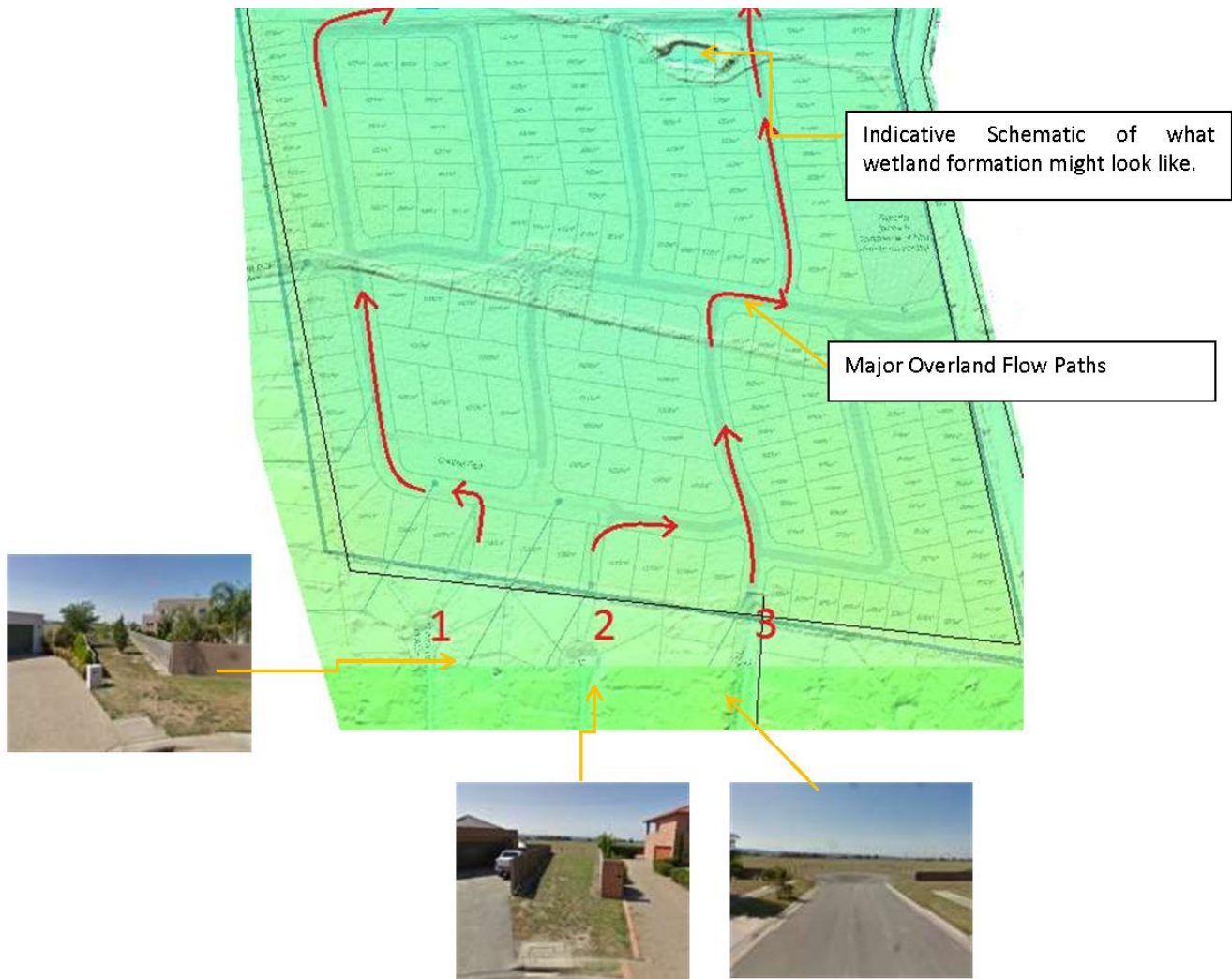


Figure 3-4 Proposed Storage Feature Geometry and overland flow paths

A detailed assessment of the flow paths will be required at the subdivisional stage, however for the purposes of this review and based on a preliminary look at contours in the area, it is assumed that flow paths 1 and 2 are under $1\text{m}^3/\text{s}$. For flows of this size the road reserves as depicted above are more than adequate to provide overland flow in a safe manner. Given the catchment upstream of flow path 3 it is possible that this flow is greater than $1\text{m}^3/\text{s}$ and as such a detailed assessment of the flow and possible hazards associated with this flow should be undertaken.

3.2.4 Declared waterways

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No declared waterways are located on the site as can be seen in Figure 3-5.

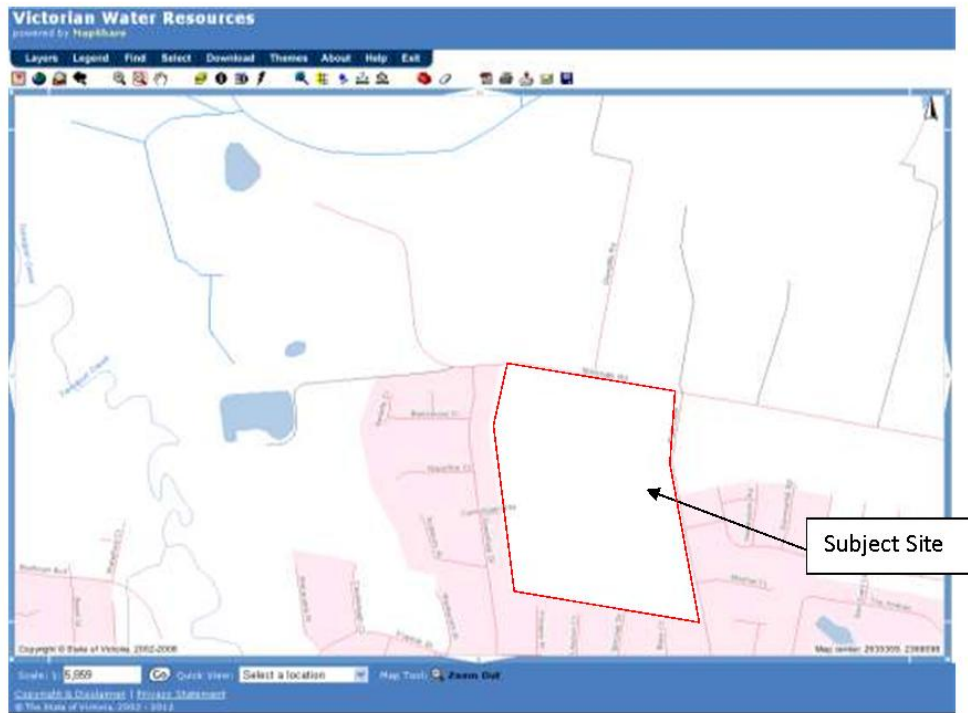


Figure 3-5 Victorian Water Resources mapping

3.2.5 Observations and comments from Latrobe City Council (Due Diligence Report)

As previously declared in the Due Diligence report, a meeting was held with Latrobe City Council (LCC) representatives on the 11th of August 2011. The general development layout and likely surface water challenges were discussed. The following comments were noted:

Council do not have current drainage plans that can be made available.

Pipe line easements

Siting retarding basin features within the gas pipe line easement was discussed with LCC. It appeared that if the owner of the asset (ESSO) was amenable to development of the land inside the 100m buffer the LCC would not object.

LCC also noted that if the proponent opted to pipe water from sub-catchment 6 open space reserve, they would need to consider the sewer pipeline easement.

Overland flow paths

Options of major overland flow paths were discussed with the LCC (as shown in Figure 3-), the key path being sub-catchment 6 flowing across Marshall's Road in a 100 year ARI event. The LCC made no objection to this design concept so long as site access could be maintained.

Current Development – Directly South of Marshalls Road

Discussions with LCC suggested that while development of the land directly south of Marshalls Road (north of Sanctuary Lakes and east of sub-catchment 6) has begun, surface water quantity and

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quality features were still being finalised. Attenuation and Water Sensitive Urban Design features from this development may need to be considered by the LCC in conjunction with the Marshalls Road development. As noted for sub-catchment 6, while this is not a direct concern for the proponent (LCC and relevant developers are responsible for surface water management at this location), it is important to note this in this due diligence investigation, as the LCC will necessarily consider impacts on current development areas of any drainage proposals for Marshalls Road.

Existing Storm Water Infrastructure

Within the immediate surrounds of the proposed development two major stormwater outfalls were identified (Figure 3-8):

1. 1500mm pipe from the Sanctuary Lake into the designated waterway north of sub-catchment 3; and
2. 1500mm pipe north of the Gippsland Water - Water Treatment Plant discharging into the Traralgon Creek.

These features could only be considered for incorporation into the development with appropriate hydrologic/hydraulic capacity analysis completed and with approval from the LCC.

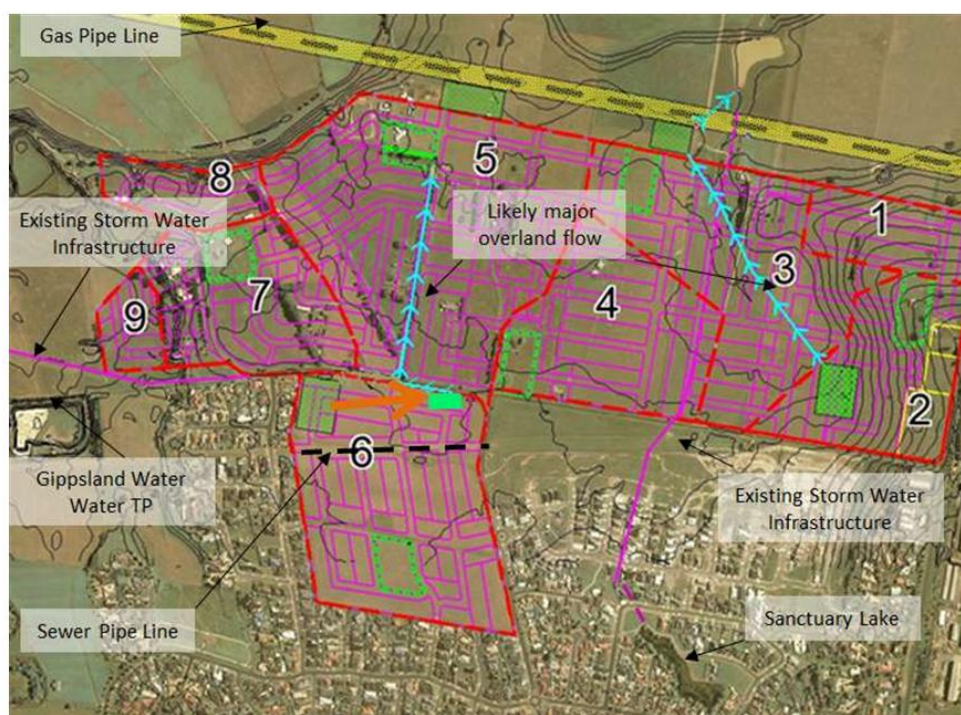


Figure 3-8 Revised Catchment 6- Major flow pathways & site features discussed with LCC

3.3 Land Subject to Inundation

As discussed in the Due Diligence report, there are no areas subject to flooding within the Franklin Place Development site.

4. WATER QUALITY INVESTIGATIONS

As mentioned in the Due Diligence report Latrobe River and Traralgon Creek are the respective receiving water bodies for all sub catchments within the development. Both waterways are considered to have high environmental, amenity, cultural, stormwater and economic values to the local community. Data available for the respective waterways indicates nutrients and sediments are current water quality issues.

The Franklin Place development will need to be designed to protect the values of waterways it discharges into. The achievement of Best Practice Stormwater management will enable the development to achieve these objectives. The main water quality issues that will need to be addressed for the proposed development are:

1. Likely development runoff water quality characteristics; and
2. Stormwater management for construction and operational phases of the development.

4.1 Development Conditions Pollutant Loads

The runoff generated from residential areas tends to be contaminated through increased nutrient loads. This is typical in an urbanised setting given the greater proportions of impervious area and stormwater contamination. In residential areas, stormwater treatment systems and management plans are typically mandatory to protect the quality of the receiving waters. Key issues to be addressed include:

- Assessment of stormwater threats;
- Size and location of treatment measures;
- MUSIC modelling to demonstrate water quality objectives can be met; and
- Stormwater Management Plan developed for construction and operational phases.

It is a planning requirement for any residential subdivision to meet Clause 56 of the planning provisions, ensuring best practice stormwater management is achieved. Best practice stormwater management requirements include:

- 80% reduction in Total Suspended Solid loads;
- 45% reduction in Total Phosphorus loads;
- 45% reduction in Total Nitrogen loads; and
- 70% reduction in Gross Pollutant loads.

As such Water Sensitive Urban Design (WSUD) features will be required for the development to meet these objectives. Given the limited space available for treatment within the site, it is suggested that one of several options are further investigated at a subdivisional stage:

Option 1 – Centralised wetland option

A wetland system capable of treating the entire Franklin Place development site will be in the order of 1 hectare. This is a significant size, but may be able to be incorporated into the distributed storage system within the “Lifestyle Village” and area apportioned south of the sewer easement. A

NBA Group
J2002_Park Land Prelim SWMS



treatment train approach incorporating tertiary treatments within this area may be able to reduce this system size down to a more manageable size around 6000m² or an area approximating the water quantity requirements. This system would be subject to detailed calculations and design, but given the areas and assurances for the “Lifestyle Village” and open space it seems to be an open option. A concept of possible design is shown in Figure 4-1.

Option 2 – Distributed systems within Development

A less land hungry option is to implement a distributed system within the greater development. This would involve selection of bioretention systems, or raingardens, within key locations around the site. If raingardens are selected in appropriate areas the land take on this option would be up to half that of the wetland option. It is suggested however for practical and reduced maintenance requirements that raingarden locations consider the impacts of sediment loads on the long term viability and maintenance requirements of the system. This option would require detailed discussions with Council.

Option 3- Council offset for downstream works

Given that the DPO for the Marshalls road area is within a similar timeframe to the development of this area, Council may consider offsetting the water quality requirements of this land to a downstream location. Costs attributable to the downstream system will be levied at this development, however this option may provide Council with a lower maintenance option (single system maintenance rather than multiple system). Detailed calculations and a fair methodology for calculating costs contributions would be required.



Figure 4-1 Option 1 – Wetland system

4.2 Stormwater Reuse

Opportunities exist throughout the overall development to store and reuse stormwater for irrigation and/or toilet flushing purposes. This has benefits not only for water conservation, but also in terms of meeting some of the water storage and water quality improvement requirements.

Potential applications of the reused water on the site include:

- Irrigation of landscaped areas within the development;

NBA Group
J2002_Park Land Prelim SWMS



- Rainwater tanks on individual properties for toilet flushing and/or garden watering.

Any reuse strategy would be subject to the developer's requirements for the site and whether rainwater / storage tanks would be on a development scale or on individual lots. Compliance with any reuse strategy would need to be incorporated into a Section 173 agreement for the development.

NBA Group
J2002_Park Land Prelim SWMS



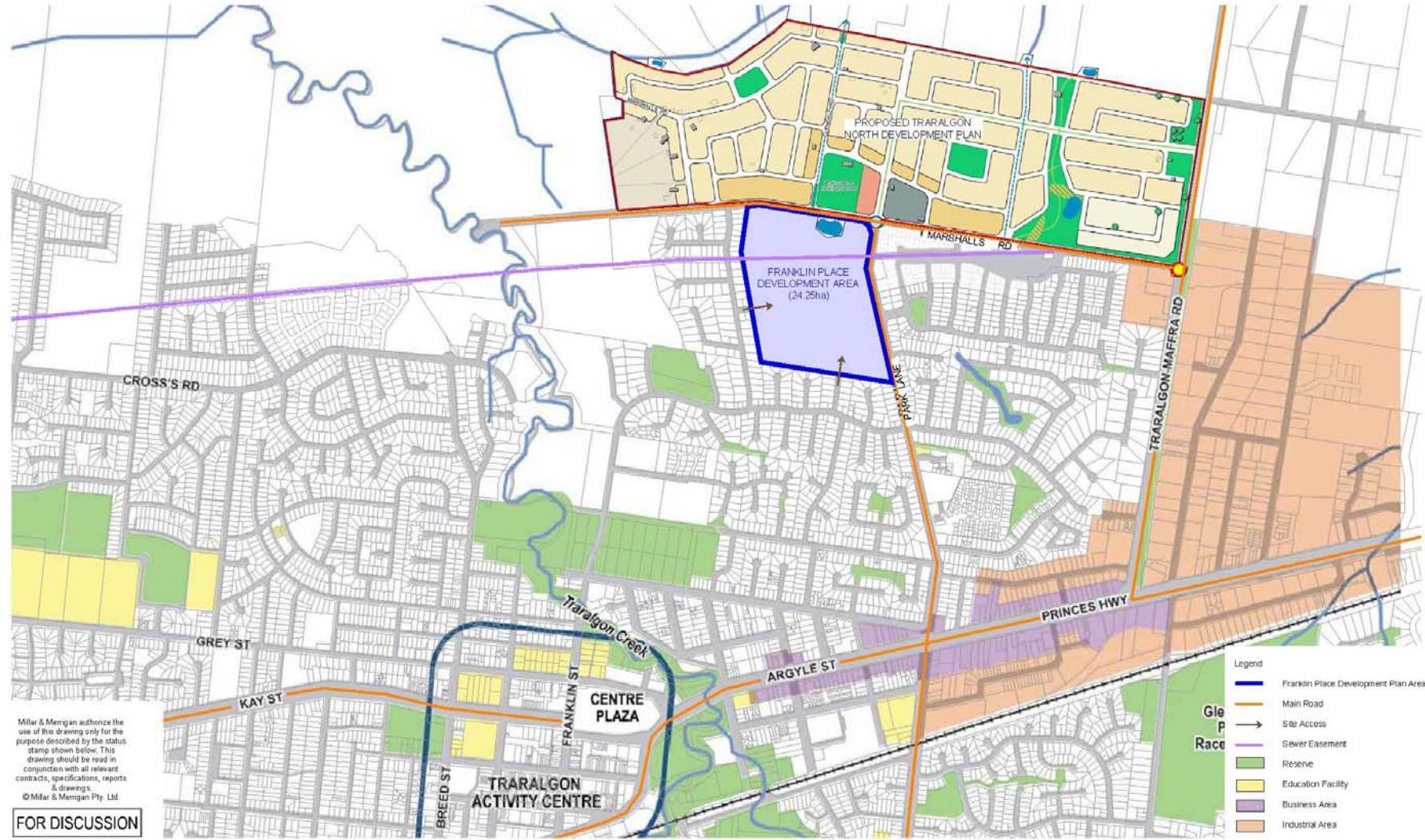
5. CONCLUSIONS AND RECOMMENDATIONS

This report has reviewed the implications of the proposed master plan for the Franklin Place development site. Whilst not intended as a full Surface Water Management Strategy (SWMS) it reviews the layout for the Development Plan and provides detail about future requirements at a subdivisional stage. This should be read in conjunction with, but not necessarily tied to, the Water Technology 2011 "Due Diligence" report for the great Marshalls road development area and can be seen to provide greater detail for the Franklin Place development site.

Importantly the review has not found any significant restriction to the development of the Franklin Place site with respect to surface water management. A number of points of this investigation should be further progressed, and a full SWMS should be undertaken at the subdivisional stage. From this investigation it is clear that the following points need to be addressed:

- The stormwater management plan for the approved overall development plan in accordance with 56.07-4 of the Latrobe City town planning scheme will be required at the subdivisional stage. As noted in the preliminary Council comments, this SWMS will need to take into account flow discharges from the site for the 1% ARI event and its impact upon the larger Traralgon North Development Plan.
- Appropriate water quantity storages in the order of 6000-7000 m³ will be required for the development to meet development guidelines within the site. Significant area has been reserved for this purpose.
- A detailed study of upstream flows entering the site to ensure appropriate overland flow paths are accounted for. The development plan as it stands seems to allow adequate area for this, but the actual flows should be quantified
- Opportunities for integrated water management should be investigated

In summary this review has found that appropriate provision for surface water management is provided for in the Development Plan. As such this plan should proceed to subdivisional stage and commission the appropriate detailed investigations at this point.



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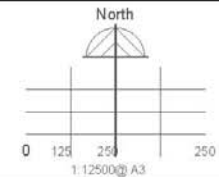


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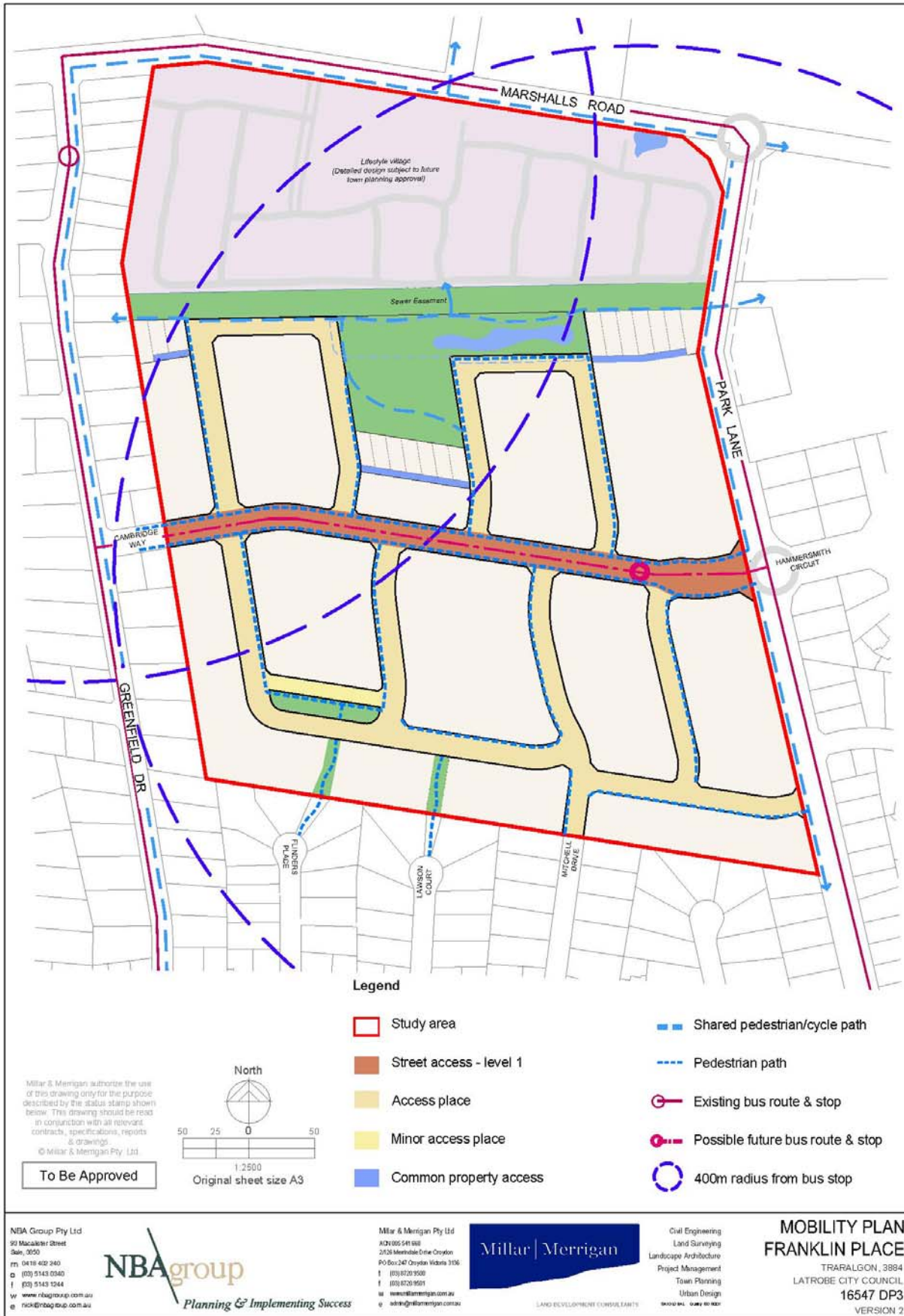
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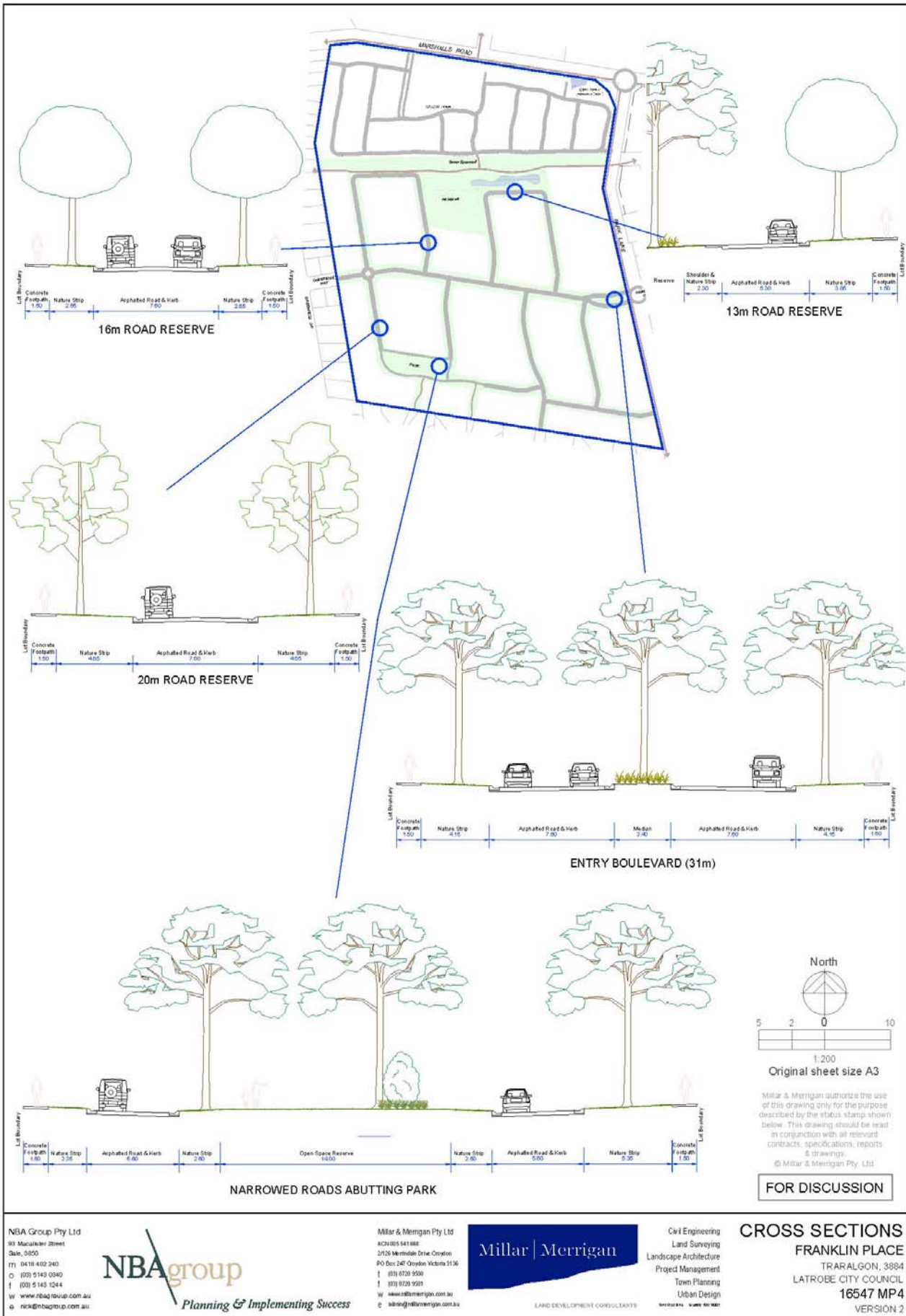
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CONTEXT PLAN
FRANKLIN PLACE
PARK LANE, TRARALGON
LATROBE CITY COUNCIL
16547 DP 2
VERSION 1
SHEET 1 OF 1





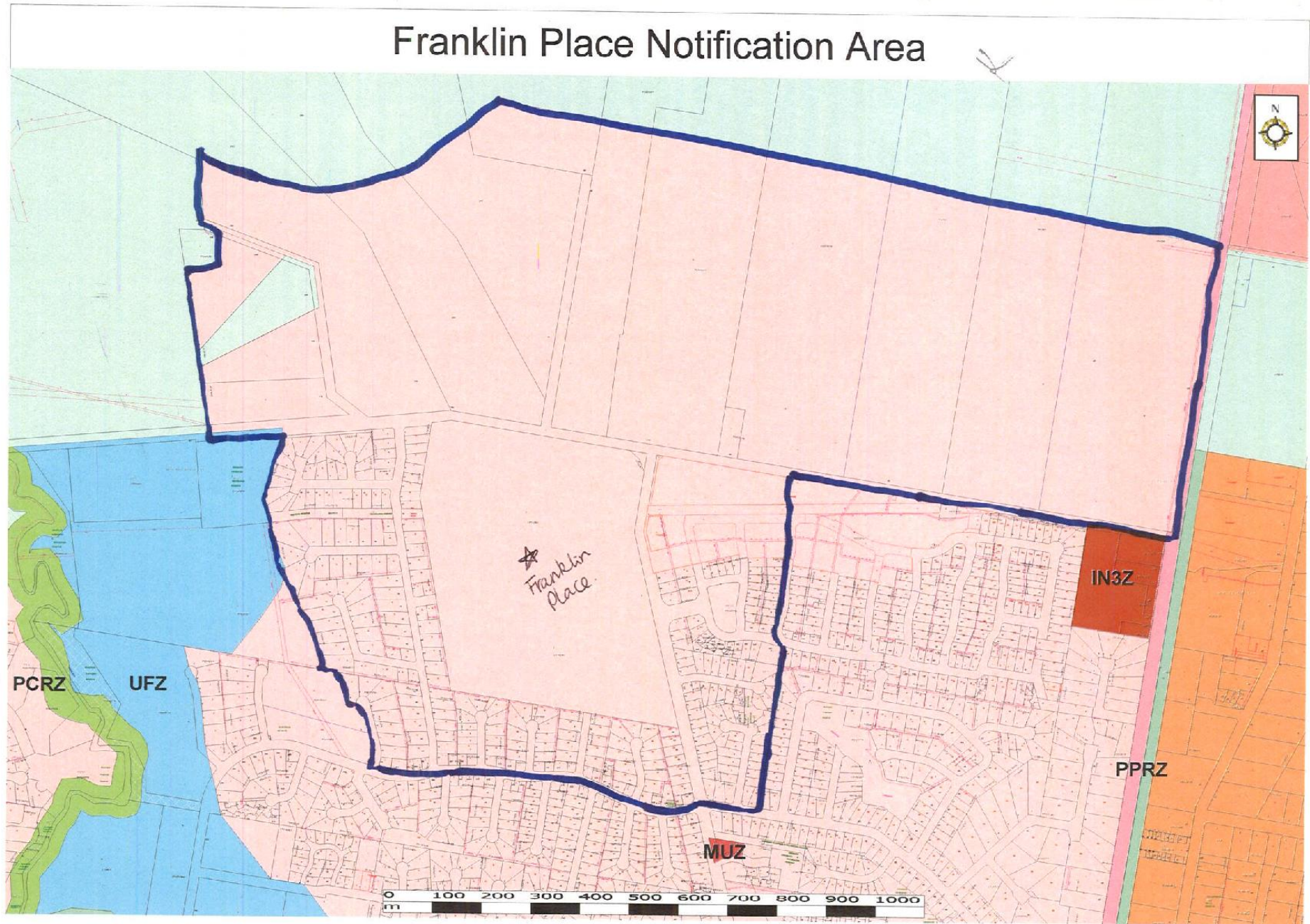
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Kiesha Jones

From: Jon Becker [REDACTED]
Sent: Thursday, 4 April 2013 4:54 PM
To: Kiesha Jones
Subject: Franklin Place Development Plan - Submission

Thankyou for the opportunity to provide a submission into the Franklin Place Development Plan, for which we recently received a letter in our mailbox notifying us of the proposed development.

I have not fully read all the related documentation available on your web site, so please excuse me if the answer to my concerns were buried somewhere within.

My concern relates to traffic flows and the potential negative impact this could have on particular nearby intersections.

I note for the southern portion of the proposed development (being the residential area) that roads will connect from the estate to Park Lane in the east, Greenfield Drive in the west, and Franklin Street in the south via Mitchell Drive.

I draw your attention to the following two intersections:

1. Franklin Street & Greenfield Drive; and
2. Franklin Street & Mitchell Drive.

Currently the Greenfield Drive & Franklin Street intersection in my opinion is unsafe for increased traffic flows down Greenfield Drive from the proposed estate, proposed lifestyle village, and any future developments north of Marshalls Road. When waiting at this intersection to turn on to Franklin Street (east or particularly west), the orientation of the intersection combined with the curved western approach of Franklin Street, the indented parking along the northern side of Franklin Street and another nearby intersection with Oxley Court, all can combine to create a dangerous intersection, particularly when traffic flows increase in all directions. Just sitting at this intersection you can feel the potential danger which would be most likely from the west along Franklin Street curving around parked cars in the indented parking bays. Given that 3 of the 4 dwellings between Wentworth Place and Greenfield Drive (on the north side of Franklin Street) are unit style properties, there is usually vehicles parked on street at various times of the day (and night).

Similarly, but to a lesser extent, the intersection of Franklin Street and Mitchell Drive could become a dangerous intersection with increased traffic coming from the north.

Franklin Street is the main street of Traralgon. A lot of traffic from this north-east area of Traralgon heading for the CBD or western end of Traralgon would use Franklin Street to access these areas in preference to waiting at the Princes Hwy/Park Lane traffic lights and then heading west. This could also apply to traffic coming from Glengarry/Toongabbie/Cowwarr/etc which often turn down Marshalls Road for the same reason.

Traffic volume increases along Franklin Street are expected given its collector road status. What needs to happen is:

- Measures be put in place to encourage traffic not to access Greenfield Drive or Mitchell Drive, instead use Park Lane and then Franklin Street or the Princes Highway;
- Use traffic calming measures within the proposed development and existing Greenfield Drive and Mitchell Drive. The existing sections within Franklin Park Estate have no "speed humps";
- A different road layout should be proposed where there is no direct link from the existing Park Lane roundabout to Greenfield Drive;
- A stop sign be placed at the intersection of Greenfield Drive and Franklin Street.

19/04/2013

The current intersection of Franklin Street & Greenfield Drive will still be a problem, but with less pressure to rush into Franklin Street (from traffic backed up behind you), the issues can be managed by appropriate driving practices for most people. This intersection should be investigated further I believe. I don't know if there are any accident statistics here, but I doubt if there were it would include the many near misses that I have experience/witnessed as a local resident.

Once again I thank you for the opportunity to "have my say". I should also mention I am in favour of the development, though would prefer the road network to change as I have previously mentioned.

Regards,

Jon Becker



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19/04/2013

Kiesha Jones

From: Peter SHALLARD [REDACTED]
Sent: Wednesday, 17 April 2013 10:50 AM
To: Kiesha Jones
Subject: Objection to Draft Franklin Plan Development Plan

Dear Kiesha,

My partner Michelle and I would like to formally lodge our objection to the Draft Franklin Place Development Plan.

Michelle and I are the owners of 29 – 31 Greenfield Drive. We have owned this property since 2007.

The nature of our objection is as follows –

- (1) The plan, in its current form, places standard and medium density lots abutting pre-existing large or “lifestyle” properties like ours in Greenfield Drive. Our concern with this is that our privacy will be diminished, particularly by the medium density allotments, which will most likely be 2 storey units. We have a council approved in-ground swimming pool and feel that 2 storey properties in very close proximity to our premises will significantly diminish our right to privacy and enjoyment of our pool and backyard.
- (2) It appears that the residents of Mitchell Drive, Lawson Court, Flinders Place and a portion of residents in Greenfield Drive have been shown due consideration by abutting larger allotments at the rear of their properties, however we don't seem to have been shown the same consideration. This is an anomaly within the design of the development plan and one that has the ability to significantly devalue our property.
- (3) It seems obvious to me that a better solution would have been to pair all pre-existing large allotments (like ours on Greenfield Drive) with the proposed lower density allotments in Franklin Place. There is plenty of opportunity to move proposed large allotments in stages 2, 8 and 9 and relocate them to match with the pre-existing large allotments on Greenfield Drive.

We would appreciate being consulted and involved in any decision making regarding this matter.

Regards,

Peter Shallard
[REDACTED]

19/04/2013

Submission 3

From: Barbara Hutton
To: Kiesha Jones <Kiesha.Jones@latrobe.vic.gov.au>
Date: 19/04/2013 12:09:40 PM
Subject: Franklin Place Development Plan

Dear Keisha,

I live nearby where this land is to be developed. At the moment the one thing I would like to say, is that I hope that it isn't going to be built like The Strand. The Strand concerns me that there seems to be only way to enter or exit by vehicle, and I often wonder what would happen if there was some major catastrophe and the entrance/exit was blocked so that people couldn't get out.

Yours truly,

Barbara Hutton [Mrs.]

Submission 4

Kiesha Jones

From: John DiCiero [REDACTED]
Sent: Friday, 26 April 2013 11:07 PM
To: Kiesha Jones
Subject: Proposed Greenfield Drive Development Plan

Kiesha,

I am currently overseas and would like to express my objections & concerns with the proposed Franklin Park Development plan.

I have a property at 21-23 Greenfield Drive and am concerned with the higher density living that is proposed in the plan.

We originally purchased our house due to the large blocks, minimal neighbors & country atmosphere and feel that the higher density blocks (3 dwellings on one block, accessed by one common driveway) will destroy the tranquility offered currently by the estate, as well as create potential security risks, as I would now have 3 neighbors on the back of my property, which would bring with it 3 times the traffic & 3 times the noise etc. This with the proposed walking paths through my neighboring Gippsland water easement causes real concerns, as there is potential to have high traffic on two sides of our block, which currently feels secure, but would leave me feeling vulnerable & exposed.

I was unable to attend the information session for the development but would appreciate your feedback on my concerns.

Thank You,

John DiCiero
[REDACTED]

Submission 5

11 April 2013

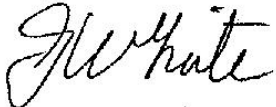
Kiesha Jones
Latrobe City Council
Po Box 264
Morwell VIC 3840

Dear Kiesha,

My husband and I viewed the draft Franklin Place Development Plan. We would welcome a new land sub-division. We are looking at building a home to suit our needs for retirement. We ideally need a flat block and one which is of smaller size than our current home.

We would be grateful if council could approve this development as we are interested in purchasing land and the Franklin Place Development would suit our needs.

Regards



Mrs Susan White

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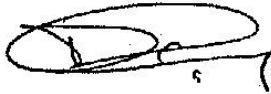
Submission 6

MS Kiesha Jones
Urban Growth Project Officer
Latrobe City Council
PO BOX 264, Morwell 3840

Dear Ms Jones,

I would like to make comment of the Development Plan of Franklin Place. After looking at the many options available to accommodate my aging parents I was blown away with the lifestyle village plan on offer at Franklin Place. This seems to offer independent living, social lifestyle and all so close to town. I believe this will be a very well received offering in our community and look forward to seeing it progress

Regards,



Darren Cheney



Submission 7



DATE: 29 - 04 - 13

ATT: LATROBE CITY COUNCIL

R.E: DEVELOPMENT OF FRANKLIN PLACE

To whom it may concern,

Virtue Homes is a local Building company specializing in new homes within 30 mins of Traralgon and we focus on Premium quality homes. We rely on the development of local land to keep up with the demand to build new homes and keep our employees busy.

We constantly get asked to help clients find a good size block as they can't find one big enough to meet their needs, including yard space and a shed etc. The development of the Franklin Place is very important for Builders to meet the demand for premium housing. As a builder who markets it's self in this area, we have a shortage of this type of product and we strongly approve and support this development and it would be very valuable to Traralgon.

I don't think they will be on the market for long as the public are waiting for a development like this to be available consisting of bigger blocks.

THANKING YOU

A handwritten signature in black ink, appearing to read 'Mick Nicola', is written over a textured, grey background.

Mick Nicola
Managing Director

VIRTUE HOMES pty. ltd. P.O.BOX 1589 Traralgon
3844 Ph: (03)51765997 mob: 0422315383 Fax: (03) 51765231

www.virtuehomes.com.au

BUILDING EXCELLENCE

Submission 8

Kiesha Jones
Po Box 264
Morwell VIC 3840

Dear Kiesha,

I recently saw the exhibition regarding Franklin Place.

I was impressed with the design! I'm not from Traralgon but I am looking for an investment. If Franklin Place was to go ahead, I would invest in this development as I feel it has great potential.

I'm sure future investors like me would like the opportunity to invest; I hope Council can also see that this development would be good for "The Valley".

Should you wish to discuss, please don't hesitate to contact me.

Regards



Brad Allan



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Submission 9

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29 April 2013

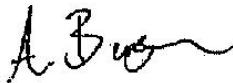
Latrobe City Council
Po Box 264
Morwell VIC 3840

To whom it may concern,

Although I'm not planning to build a house anytime soon; I noticed the proposal of the housing development Franklin Place. I hope this proposal gets the support of our community and council.

I see this development as being a great opportunity for Traralgon.

Yours sincerely



Andrew Burgess

Submission 10

25 April 2013

Kiesha Jones
Po Box 264
Morwell VIC 3840

Dear Kiesha,

Wow! Finally a land release in Traralgon to be excited about.

I loved the design and I want to buy a block as soon as possible.

I will be watching with interest over the next few months, hoping this development is approved, so I can finally build my dream home.

Regards



Belinda Skinner



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Submission 11

25 April 2013

Latrobe City Council
Po Box 264
Morwell VIC 3840

Dear Kiesha,

I have just viewed the proposed development Franklin Place.

I think this really has potential for a sound investment.

Although I currently live in Melbourne, I am looking for a more relaxed lifestyle and a rural outlook close to town; this is exactly what I'm after.

I would like to show my interest in Franklin Place going ahead.

Regards



Kim Fallu



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Ms Linda Williams



Submission 12

Saturday, 4 May 2013
Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

Re: Franklin Place Development Plan – Park Lane

To Kiesha Jones, Urban Growth Project Officer,

I have no problem with the actual development so long as the Lower density blocks (1000sqm) remain as is or increases in area, and isn't reduced to allow for more Standard or Medium density blocks.

My concern is for the safety of the children who either walk/ride to/from the schools in the area.

The traffic assessments seem to focus on the Franklin St / Morgan Drive and Park Lane intersection. I'm concerned that the extra traffic that will flow into the CBD via Franklin Street at peak periods will add further risk to the safety of the pedestrians. I'm mainly referring to school children being able to walk/ride along Franklin Street and arrive at school safely.

It is already a safety issue for school children trying to get to either Grey Street or St Michaels Primary school. I'm not sure if this should also be passed onto another department as something needs to be done about the problem now, but also consider the extra number of children possibly going to these schools from the proposed development.

There are a number of areas I see as a problem, and think that either crossings with lights or crossings with a crossing supervisor or a combination of both are urgently needed. I would like someone to watch the following crossing points from 8:30 – 9:10am and 3:00 – 3:45pm on school days, to see how dangerous it can be for children trying to make their way to/from school. Traffic counter data won't highlight the danger to school children, people actually need to watch the traffic and see how few cars will actually give way to school children.

Some of the dangerous areas are:

- The recommended crossing point on Franklin St, just after Phelan St near the tennis courts.
- Franklin St and Gordon St T-intersection.
- Franklin St and Moore St T-intersection.
- The intersection of Church St and Moore St.

A lot of children can be seen doing the right thing trying to cross Franklin St near Phelan St where the sign says recommended crossing point. It can take the children and adults with them quite a long time to actually get across, as the peak traffic flow is quite busy and hardly any cars slow down or stop for them to be able to cross safely. This crossing point is widely used by school children and the wider community on week-ends and I believe it should be a crossing with lights, especially since the pedestrian traffic will increase with the new development. The other intersections are mainly only problems at school start and finish times and could be controlled with a crossing supervisor on school days.

I sincerely hope that the traffic impact from the proposed Franklin Place Development doesn't just consider vehicle traffic flow on the roads. I hope it also takes into consideration the safety of pedestrians, particularly our school children.

Yours sincerely,

Linda Williams.

Submission 13

3rd May 2013

Kiesha Jones

Urban Growth Project Officer

Latrobe City Council

P.O Box 264

Morwell, VIC 3840

RE : Franklin Place Development Plan

Thank you for the information regarding the proposed development and the opportunity to make a submission, given the likely impact on existing property owners – such as myself.

I would like to suggest three changes be considered in relation to the current plan.

1. Maintain lower density residential in all areas adjacent to the existing low density residential streets.

The plan currently maintains low density residential for part of the South boundary and part of the West boundary of the proposed development. Given the existing streets on both these boundaries are virtually exclusive lower density residential – it would seem logical to maintain this for the entire streets that connect to the new development. This would mean maintaining low density residential adjacent to all existing Greenfield Drive properties. Increasing housing density negatively impacts most lifestyle factors including noise, traffic, light and space. Placing standard density housing adjacent to existing properties would negatively impact existing lifestyle.

2. Remove or relocate the isolated pocket of medium density residential.

A very small isolated pocket of medium density residential is planned for the NW corner of the development. This seems like a very isolated pocket that has nothing in keeping with the adjacent area of the development. It would also seem fairer to position any medium density residential exclusively within the new development – rather than adjoining existing properties. This would mean that anyone purchasing land within the new development would be fully informed of all neighbouring properties and make purchasing decisions accordingly. Whereas existing property owners would have no choice but to stomach medium density housing next door – without any choice.

3. Lifestyle Village

There is a substantial portion of the development assigned to the Lifestyle Village concept – but very little in detail as to what the development might mean. Not having this detail in the current proposal seems wrong. This area would have a substantial affect on the overall Franklin Place development plan, and as such, the detail should be including in order for

proper consultation to take place. It would seem fair that the consultation be extended or re-offered – once this detail is forthcoming.

Yours sincerely

Murray Ellis



Submission 14

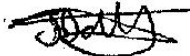
Latrobe City Council
Po Box 264
Morwell VIC 3840

24 April 2013

Dear Kiesha

I would welcome the new proposed land sub-division, Franklin Place. As I live and have investments in Traralgon, I feel that this development would benefit our community because we want to see this great town develop in a sustainable manner.

Yours truly



John Batty

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Submission 15

22 April 2013

Kiesha Jones,
Urban Growth Project Officer
Po Box 264
Morwell VIC 3840

Re: Franklin Place Development

Dear Kiesha

I would like to show support for the Franklin Place Development.

My partner and I have been looking over the past 18 months for some land and nothing has really grabbed us.

We're both impressed with the great design and mix of lots available.

We would be grateful if council could fast track it's approval as we are very keen to purchase land and the Franklin Place Development is where we can see ourselves building our family home.

Regards



Leanne Bridges



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Hi Kiesha

Please accept my submission the draft plan for the Franklin Place development.

Firstly, it is fantastic to see large blocks. I have not seen so many large blocks in recent development areas in Traralgon. This is a real positive for the Franklin Place development as well as Traralgon. I believe larger blocks were desperately needed in Traralgon – this has certainly been a topic of discussion amongst many of our friends and families for quite some time.

Secondly, the larger blocks fit in with the design of Franklin Park. Franklin Place seems like an expansion of Franklin Park.

My only questions about the Development Plan relate to the medium density sites and the roads in the low density sites surrounding the park.

Medium density sites

- What will be included in the guidelines for development on these sites? Will they be single storey or double storey?

I think it is important that the medium density sites meet specific criteria to ensure buildings on these sites fit seamlessly within the design of the area. A lack of guidelines could lead to development that detracts from the area. For example, the medium density sites in Breed Street, Sherwood Park Traralgon appear to be high quality buildings and fit seamlessly with the area. These buildings are both single and double storey.

Examples of high quality medium density sites in Traralgon



Roads surrounding the park in low density sites

The master plan provides that 'roads within the low density area are designed with meandering narrowed feature pavements to create a park like feel whilst maintaining good circulation'. My questions are;

- Will there be adequate room for cars to park that are visiting residents in this area?
- Will there be a requirement to include urban design guidelines in the development plan regarding the type of paving to be used in these areas?

I believe the pavement design is very important firstly for safety and secondly as it can change the whole look and feel of an area. For example, Picture 1 (included in the Franklin Place Development Plan) shows a concrete access road. I believe the design of this path

detracts from this area and gives the feel of medium density sites as opposed to a low density area.

Picture 2 is of an access path in Le Grange Traralgon. The picture shows a meandering narrow concrete path. There is no defined pedestrian path. I would not consider this to be an appropriate design for the Franklin Place development given the open space would attract children to the area and there are no defined pedestrian paths. This picture also shows reduced visibility as vegetation is so close to the concrete path.

The path shown in Pictures 3 and 4 shows a paved look which I believe would best fit within the design of the Franklin Place development. It also presents a safe environment for pedestrians and particularly children – there is a defined pedestrian path and vision is not obstructed by vegetation being too close to the road. Broome Terrace in Traralgon is an example of this type of paving (Picture 4). The paving supports the standard of the homes within this area and the design provides access for pedestrians and vehicles as well as ample space for parking for visitors. This design also fits within Latrobe Healthy Urban Design guidelines.

Picture 1



Picture 2



Picture 3



Picture 4



It would be helpful to potential purchasers of land in Franklin Place if urban design guidelines surrounding the park area were included in the development plan. I feel this information is very important to potential purchasers with young children as it is a matter of safety.

Thank you for the opportunity to consider my submission. This is an exciting development opportunity for Traralgon and I think will be particularly attractive for young families.

I understand that submissions are made available to the public. I would like my name and contact details to remain anonymous please and not to be made publically available.

I look forward hearing more about the Franklin Place development.

Kind Regards



From: Lauren Setches
To: Latrobe Central Email <LatrobeCity@latrobe.vic.gov.au>
Date: 15/01/2013 3:40:19 PM
Subject: FW: Planning DPO FRANKLIN_CFA Ref 486441_Park Lane TRARALGON

Lauren Setches

Corporate Information Officer
Latrobe City Council

<mailto:Lauren.Setches@latrobe.vic.gov.au>

Direct: (03) 5128 5737

Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840

<http://www.latrobe.vic.gov.au/>

From: Adrian Wakenshaw [mailto:A.Wakenshaw@cfa.vic.gov.au]
Sent: Monday, 14 January 2013 1:56 PM
To: Latrobe Central Email
Subject: Planning DPO FRANKLIN_CFA Ref 486441_Park Lane TRARALGON

To: Latrobe City Council – Strategic Planning Department

Attn: Lorrae Dukes

Re: Planning DPO FRANKLIN PLACE_ Park Lane TRARALGON

CFA Reference 486441, response attached to this email;

At this time CFA does not see a need to attend the information session on Wed 23 Jan 2013;

Regards

Adrian Wakenshaw

FIRE SAFETY OFFICER

CFA GIPPSLAND REGION

0418 325 545

PO BOX 1212 SALE VIC 3853

Level 3 Port of Sale Business Centre

64 Foster Street SALE

03 5149 1000

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Our Ref: 10000-486441-493441

Council Ref: DPFANKLIN



14 January 2013

Lorrae Dukes
Latrobe City Council
PO Box 264
MORWELL VIC 3840

Dear Lorrae

CONDITIONAL SUPPORT OF DEVELOPMENT PLAN

Site Name: Franklin Place – Residential Development
Address: Park Lane / Lot 1 PS552002D TRARALGON 3844

Thank you for providing the CFA with the opportunity to comment on the above development plan.

CFA supports the development plan subject to the following design considerations generally being retained:

- The residential subdivision road network provides for good linkages to adjoining networks and circulation alternatives within the development;
- The subdivision road network buffering the ROS easement provides good access and suitable buffering for a managed vegetation reserve within an area to be considered for grassland fire management;
- The Lifestyle Village concept is now a design option used in Gippsland and other locations; whilst it provides lighter construction for closely located dwelling units and CFA may prefer to see Class 1 dwelling requirements, separation under Building Code guidance and occupiers maintaining good access into the rear of the unit site under the residential tenancies regulations and CFA Caravan Park guideline addresses our concerns generally;
- Lifestyle Village design needs to accommodate air conditioning units and other site options that may become obstructions clear of side pedestrian access to dwellings.
- The Lifestyle Village road network buffering the ROS easement provides for dwelling separation from the easement as well as access along the easement and should be maintained as part of the design;
- A secondary access to Lifestyle Village – even where restricted to emergency and/or alternate controlled egress, is desired by CFA to be retained in the design and planning requirements;
- The Lifestyle Village road network design providing for no less than 5.5m as an Access Place standard and negligible dead end access is supported by CFA;
- It is recommended that CFA be a Notice authority under S.52 of the Planning & Environment Act for the Lifestyle Village development proposal;

Gippsland Region Headquarters
Level 3, Port of Sale Business Centre
64-66 Foster Street (PO Box 1212) SALE, 3853
Tel. (03) 5149 1000 Fax (03) 5149 1082

www.cfa.vic.gov.au

10000-486441-493441

Page 2 of 2

If you wish to discuss this matter please do not hesitate to contact me on 0418 325 545
or the Manager Community Safety on (03) 5149 1000.

Yours sincerely



Adrian Wakenshaw
Fire Safety Officer



Department of Transport

PO Box 1894
Traralgon, Victoria 3844
Telephone: (03) 5172 2319
www.transport.vic.gov.au
DX 219293

23 January 2013

Lorrae Dukes
Senior Strategic Planner
Latrobe City Council
PO Box 264
MORWELL 3840

File:Transport Planning

Ref: DOC/13/14033

Dear Ms Dukes

FRANKLIN PLACE DEVELOPMENT PLAN, LOT 1 PS 552002D (PARK LANE, TRARALGON)

Thank you for your correspondence dated 18 December 2012 regarding the above draft development plan.

The Department provides the following comments:

- The bus and pedestrian access shown on the plan links well with the needs of the broader network and potential residents.
- The cycling infrastructure and connections (6.2) makes no reference shared cycle/pedestrian paths.
- The Council Principal Bicycle Network Plan (Figure 2.16) shows an existing off road path in Park Lane extending towards Marshalls Road. In addition, the Draft Traralgon North DP & DCP Project Plan shows a shared cycle/pedestrian path along Marshalls Road. Is it intended to connect this with a shared path along Park Lane adjacent to the Franklin Place Development?
- I am also aware that VicRoads is currently developing a Road Use Hierarchy and Net Work Operating Plan for Traralgon in conjunction with Latrobe City Council. The cycle priority routes will be identified in the plan and may cause a review of Councils Principal Bicycle Network Plan. The shared cycle pedestrian network for the entire precinct to the north east of Traralgon should be considered in this context.

I would be pleased to discuss these matters further if you require further information please contact me on telephone 5172 2319.

Yours sincerely

HARVEY DINELLI
Transport Coordination Manager
Gippsland Region

23/1/2013

LATROBE CITY COUNCIL	
INFORMATION MANAGEMENT	
RECEIVED	
25 JAN 2013	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts





Department of Sustainability and Environment

Our ref: SP445633
Your ref: DPFRANKLIN

2 January 2013

Lorrae Dukes
Senior Statagic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3844

71 Hotham Street
Traralgon Victoria 3844
Telephone: (03) 5172 2100
Facsimile: (03) 5172 2111
ABN 90 719 052 204
DX 219284

Dear Lorrae

FRANKLIN PLACE DEVELOPMENT PLAN, LOT 1 TP552002D (PARK LANE, TRARALGON)

Thank you for your correspondence dated 18 December 2012 seeking comments on the Park Lane Development Plan. The correspondence was received on 19 December 2012.

The Department of Sustainability and Environment (DSE) offers the following comments for consideration:

- DSE is satisfied that the ecological due diligence undertaken and described in *Flora and Fauna Assessment of the proposed residential development, Park Lane, Traralgon* (Biosis, November 2012), as summarised in *Park Lane Development Plan* (NBA Group, November 2012), accurately describes the ecological values of the subject land. There are no adverse ecological implications applicable to the proposed Development Plan.
- DSE will not be attending the information session on the 23 January 2013 as the proposed development is regarded as low risk to DSE's responsibilities.

All written correspondence should be sent electronically to Gippsland.Planning@dse.vic.gov.au or mailed to:

Manager, Statutory Planning Services
Department of Sustainability and Environment
71 Hotham Street
TRARALGON VIC 3844

If you have any queries regarding this matter, please contact Statutory Planning Services, at the Traralgon DSE office on (03) 5172 2111.

Yours sincerely

Luke Hamilton
Acting Manager, Statutory Planning Services

Privacy Statement

Any personal information about you or a third party in your correspondence will be protected under the provisions of the **Information Privacy Act 2000**. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Manager Privacy, Department of Sustainability & Environment, PO Box 500, East Melbourne, 3002.



23 January 2013

Our reference: COR/12/8524
Your reference:

Lorrae Dukes
Senior Strategic Planner
Latrobe City Council
P.O. Box 264
MORWELL VIC 3840



Hazelwood Road
PO Box 348
Traralgon Victoria 3844
Telephone: (03) 5177 4600
Facsimile: (03) 5174 0103
contactus@gippswater.com.au
www.gippswater.com.au

Dear Lorrae,

RE: Franklin Place Development

Gippsland Water has reviewed the documentation and does not object to the development plan.

Preliminary comments are below;

Water Servicing

To service this area, there will need to be an extension off the 300mm main in Park Lane into the development as well as internal water mains. No water mains to cross the Regional Outfall Sewer (ROS).

All water assets will be at the cost of the developer.

Sewer Servicing

To service this area, a sewer main extension will need to be from the existing maintenance hole at the north west corner of the development, depending on the clearance of the ROS.

All sewer assets will be at the cost of the developer.

Asset Protection of existing critical assets and future provision

The ROS easement will need to be converted to reserve in favour of Gippsland Water with any landscaping to be approved by Gippsland Water.

If there are any matters about this response that you would like to discuss, please contact myself via either email paul.young@gippswater.com.au or phone 51 774 728.

Yours sincerely



Paul Young
Senior Planning Engineer

From: Kiesha Jones
Sent: Thursday, 31 January 2013 3:07 PM
To: Lorrae Dukes
Subject: FW: Franklin Place Development Plan

Attachments: image003.jpg
FYI

Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

<mailto:Kiesha.Jones@latrobe.vic.gov.au>

Direct: 03 5128 5751
Mobile: 0424 803 498
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Emma Bostedt [<mailto:Emma.Bostedt@sp-ausnet.com.au>]
Sent: Thursday, 31 January 2013 3:06 PM
To: Kiesha Jones
Cc: John Barnett
Subject: RE: Franklin Place Development Plan

Hi Kiesha,

I can provide the following comments on this development:

- SP AusNet has existing 66kV/22kV lines along Park Lane, Marshalls Road and Greenfield Drive bounding your development. These lines can be utilised to supply the development.
- SP AusNet's policy for alteration to existing assets requires the customer/developer to contribute the full cost of the augmentation works. Therefore, any alteration to the alignment of the assets would be at the customer/developer expense.
- Services to any existing houses will be required to be relocated to the underground network within the estate, at customer/developer expense.
- SP AusNet's standard URD policy would apply for medium density housing i.e. lots sizes <= 2000 square metres are entitled to a LV rebate of \$980.00 per lot in the subdivision.
- HV reimbursements apply for High Voltage works completed internal to the housing estate.
- If the average lot size is greater than 2000 square metres or non residential, then the development would be classed as low density/commercial and the customer/developer would pay the total cost of works for HV and LV cables less SP AusNet's contribution based on expected revenue from assets installed.
- Current SP AusNet construction lead time for overhead works is 150 days (5 months) after negotiations are complete (easements obtained, contracts signed and supply contribution paid).

<file:///F:/...lanning/Urban%20Growth%20Team/Development%20Plans/Park%20Lane/Correspondence/Referral%20Response/SPAusnet.htm>[4/02/2013 4:21:33 PM]

- Current SP AusNet construction lead time for underground works is 100 days (3 months) after negotiations are complete (easements obtained, contracts signed and supply contribution paid).

Should you require any further information, please call or email me.

Regards,

Emma Bostedt
Trainee Design Officer
SP Ausnet – Traralgon

Phone: 51 739 016
Email: emma.bostedt@sp-ausnet.com.au
Address: PO Box 339
Traralgon VIC 3844
Safety | Passion | Teamwork | Integrity | Excellence



From: Kiesha Jones [mailto:Kiesha.Jones@latrobe.vic.gov.au]
Sent: Wednesday, 30 January 2013 11:54 AM
To: Emma Bostedt
Subject: Franklin Place Development Plan

Hi Emma,

Just following up to see whether SP Ausnet has any comments in relation to the Franklin Place Development Plan that they wish to provide to Council?

Many thanks,

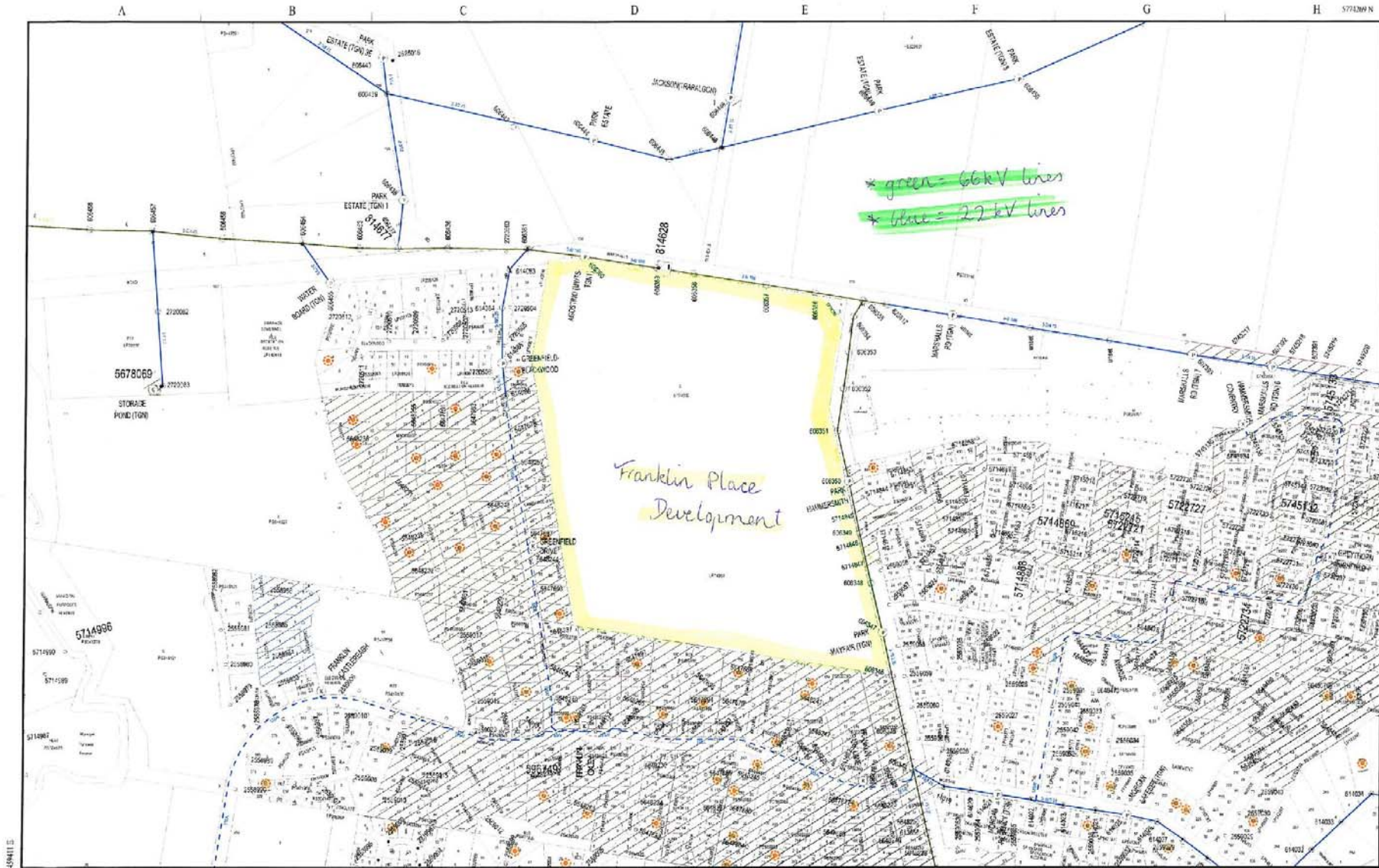
Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

<mailto:Kiesha.Jones@latrobe.vic.gov.au>
Direct: 03 5128 5751
Mobile: 0424 803 498
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

file:///F:/...lanning/Urban%20Growth%20Team/Development%20Plans/Park%20Lane/Correspondence/Referral%20Response/SPAusnet.htm[4/02/2013 4:21:33 PM]



* green = 66kV lines
* blue = 22kV lines

Franklin Place
Development

Franklin Place
Development

Directory Reference
CFA 530 Ref 60E 73N
Vic Roads 98 A4
Heyfield 2,500/13.12





Ms Lorrae Dukes
Senior Strategic Planner
Latrobe City
PO Box 264
MORWELL VIC 3820

Eastern Victoria Headquarters
PO Box 158 Traralgon Victoria 3844
Telephone (03) 5172 2666
Fax (03) 5176 1016
vicroads.vic.gov.au

Date: 29 January 2013
Contact: Stuart Fenech
Telephone: 5172 2693
Our Ref: 1822094
Your Ref: DPFranklin LD:KJ



Dear Ms Dukes

FRANKLIN PLACE DEVELOPMENT PLAN, LOT 1 PS 552002D (PARK LANE, TRARALGON)

I refer to your letter dated 18 December 2013, referring the above the above development plan to VicRoads for comment.

The land encompassed by this development plan is west of Park Lane and south of Marshalls Road. This forms part of the overall development of Traralgon North.

VicRoads has reviewed the development plan and has no objections to the plan however submits the following comments:-

The traffic impact analysis does not fully investigate the potential impacts onto the intersection of Marshalls Road and the Traralgon – Maffra Road. The modal split has assumed 5% of the traffic using Marshalls Road. This may be a little low considering that this could be a shorter run to the Princes Highway heading east.

It is noted that traffic post development will increase to 1100 vpd and the Traralgon Maffra Road currently has volumes (2010) indicating peak hour at approximately 210v. Based on current Austroads guidelines there is a requirement to improve this intersection. This intersection should be analysed and considered in the impact report.

The traffic impact analysis does not fully investigate the potential impacts onto the intersection of Park Lane and the Princes Highway. This is a signalised intersection that requires consideration so that the highway traffic is not compromised.

It is noted that during recent road closure of Franklin Street the intersection required modification works to provide for the additional traffic. This intersection should be analysed and considered in the impact report

Any development of the site should require the impacts onto the arterial roads be taken into account and the upgrading works included in any development of the site.

Should you require any further information please contact Mr Stuart Fenech on telephone 5172 2693, who would be pleased to assist.

Yours sincerely

KEN BEER
MANAGER PROGRAM DEVELOPMENT



VicRoads ABN 61 760 950 480
PS: 44



CMA Application No: WG-F-2013-0014-LAT
Document No: 1
Council No: DPFRANKLIN
Date: 21 January 2013

Lorrae Dukes
Strategic Land Use Planning Officer
Latrobe City Council
PO Box 264
Morwell Vic 3840

Dear Lorrae,

Regarding: Franklin Place Development Plan

Location **Street:** **Park Lane, Traralgon, VIC 3844**
Cadastral: **Lot 1, TP552002, Parish of Traralgon**

I refer to your correspondence dated 9 November 2012, received at the West Gippsland Catchment Management Authority (WGCMA) on 12 November 2012. Thank you for the opportunity to provide comment on the **Franklin Place Development Plan**.

WGCMA has an interest in assessing Council's strategic plans to ensure a balance between satisfactory local and regional environmental outcomes, and the right for development to occur in areas zoned for development.

The Franklin Place Development Plan has identified that there are no designated waterways that traverse the subject property. Traralgon Creek is approximately 750 metres to the west and there are no flood related overlays affecting the property.

The Victorian State Planning Policy Framework outlines strategic issues of State importance which must be considered when decisions are made for development. Specifically Clause 14.02-1 of the Victorian Planning Provisions (Catchment Planning and Management) provides the following strategies that outline how the objective of the policy is to be achieved:

- Consider the impacts of catchment management on downstream water quality and freshwater, coastal and marine environments.
- Retain natural drainage corridors with vegetated buffer zones at least 30m wide along each side of a waterway to maintain the natural drainage function, stream habitat and wildlife corridors and landscape values, to minimise erosion of stream banks and verges and to reduce polluted surface runoff from adjacent land uses"
- **Undertake measures to minimise the quantity and retard the flow of stormwater runoff from developed areas.**
- **Encourage measures to filter sediment and wastes from stormwater prior to its discharge into waterways, including the preservation of floodplain or other land for wetlands and retention basins.**
- Ensure that works at or near waterways provide for the protection and enhancement of the environmental qualities of waterways and their in stream uses.
- Ensure land use and development proposals minimise nutrient contributions to waterways and water bodies and the potential for the development of algal blooms.
- Require the use of appropriate measures to restrict sediment discharges from construction sites.

Water quality and quantity is likely to be impacted due to the increased volume of stormwater associated with the proposed development. Stormwater quality infrastructure such as constructed wetlands will be required to manage the expected sediment and nutrient loads, either within or outside the Franklin Place development area to ensure no adverse offsite water quality or hydraulic impacts occur to neighbouring properties and to protect downstream river health.

As quoted in the Infrastructure Servicing Report by Millar Merrigan (Ref: 15967 V1- 22/11/2012);
"Site stormwater works will require liaison with both West Gippsland Catchment Management Authority and Latrobe City Council. It is proposed to provide an integrated, hydraulic, water quality and landscape solution that includes distribution of WSUD elements within the streetscape and reserves to achieve best practice"

In general, the Authority requires all stormwater discharge to meet the CSIRO Best Practice guidelines for urban stormwater management; however as the discharge from this site will not result in a direct connection to a designated waterway, the management of stormwater discharge is an issue for Council and the developer to determine. The Authority would be happy to provide advice and review any proposed treatment train for the development.

In summary the Authority is supportive of the **Franklin Place Development Plan** as currently proposed.

Should you have any queries, please do not hesitate to contact me on 1300 094 262. To assist the CMA in handling any enquiries please quote **WG-F-2013-0014-LAT** in your correspondence with us.

Yours sincerely,



Adam Dunn
Statutory Planning Manager

The information contained in this correspondence is subject to the disclaimers and definitions attached.

Definitions and Disclaimers

1. The area referred to in this letter as the 'proposed development location' is the land parcel(s) that, according to the Authority's assessment, most closely represent(s) the location identified by the applicant. The identification of the 'proposed development location' on the Authority's GIS has been done in good faith and in accordance with the information given to the Authority by the applicant(s) and/or Latrobe City Council.
2. While every endeavour has been made by the Authority to identify the proposed development location on its GIS using VicMap Parcel and Address data, the Authority accepts no responsibility for or makes no warranty with regard to the accuracy or naming of this proposed development location according to its official land title description.
3. **AEP** as Annual Exceedance Probability – is the likelihood of occurrence of a flood of given size or larger occurring in any one year. AEP is expressed as a percentage (% risk and may be expressed as the reciprocal of ARI (Average Recurrence Interval).

Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.
4. **AHD** as Australian Height Datum - is the adopted national height datum that generally relates to height above mean sea level. Elevation is in metres.
5. **ARI** as Average Recurrence Interval - is the likelihood of occurrence, expressed in terms of the long-term average number of years, between flood events as large as or larger than the design flood event. For example, floods with a discharge as large as or larger than the 100 year ARI flood will occur on average once every 100 years.
6. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by law, the Authority disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
7. This letter has been prepared for the sole use by the party to whom it is addressed and no responsibility is accepted by the Authority with regard to any third party use of the whole or of any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the Authority's written approval of the form and context in which it would appear.
8. The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.

16.2 CIVIC AND CEREMONIAL FUNCTIONS POLICY

General Manager

Governance

For Decision

PURPOSE

The purpose of this report is to present for Council's consideration the new Civic and Ceremonial Functions Policy 13 POL-1.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Governance

In 2026, Latrobe Valley has a reputation from conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Latrobe City Council Plan 2012 - 2016

Strategic Direction – Governance

Conduct regular review of Latrobe City Council policies to ensure that they reflect the aspirations of the community.

Ensure that Council decision-making considers adopted policies.

Shaping Our Future

Gippsland's Regional City
Strengthening our profile

Services provision – Risk and Compliance

Policy – Council Policy Development Policy 13 POL-6

Policy development has a key role to play in the good governance of Latrobe City Council. Policy sets the broad parameters for guiding and setting the boundaries to influence the actions and operations of the organisation. Policies are designed to provide clear, unambiguous guidelines and to provide continuity and a consistent point of accountability. Policy-making shall therefore follow set procedures to ensure the efficiency of the process and the overall policy framework.

BACKGROUND

Council policies are reviewed on a regular basis to ensure that they reflect the direction of Council and comply with legislative requirements. Good governance principles suggest that Council should determine its policy position and then ensure that decision making is consistent with adopted policy.

ISSUES

Council has identified the need to develop and implement a policy to guide and govern civic and ceremonial functions that will be hosted by the Mayor of Latrobe City Council.

Civic and ceremonial functions and events foster relationships with the community and Council, recognise and celebrate individual and community achievements, and promote a proud and harmonious City.

Civic receptions are conducted for a range of purposes including, welcoming individuals, recognising achievements, acknowledging the contributions of community groups and welcoming dignitaries. In determining whether the Mayor will host a reception, consideration will be given to the profile the event may generate, benefit to the City and whether the event is sponsored and within budget parameters.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

There are no direct financial implications in relation to the reviewing Council Policies.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

This policy has been the subject of an internal consultation process.

OPTIONS

The following options are available to Council:

1. Adopt the policy document as presented;
2. Amend and adopt the policy;
3. Not adopt the policy; or
4. Seek further information on the policy.

CONCLUSION

Civic and ceremonial functions and events foster relationships with the community and Council, recognise and celebrate individual and community achievements, and promote a proud and harmonious City.

This policy has been developed to guide and govern civic and ceremonial functions that will be hosted by the Mayor of Latrobe City Council.

It is recommended that Council adopt the policy as presented.

The attached 2013-2016 Council Policy Manual Index [13 POL-3] will be made available once the Policy has been approved.

Attachments

1. Civic and Ceremonial Functions Policy 13 POL-1
2. Council Policy Manual Index [13 POL-3]

RECOMMENDATION

1. That Council adopts the Civic and Ceremonial Functions Policy [13 POL-1].
2. That the revised 2013-2016 Council Policy Manual [13 POL-3] be made available to the public.

16.2

Civic and Ceremonial Functions Policy

- 1 Civic and Ceremonial Functions Policy 13 POL-1 341**
- 2 Council Policy Manual Index [13 POL-3] 343**

Document Name: **Civic and Ceremonial Functions Policy** **13 POL-1**

Adopted by Council: **<Date of Council Meeting>**

Policy Goals

Civic and ceremonial functions and events foster relationships with the community and Council, recognise and celebrate individual and community achievements, and promote a proud and harmonious City.

This policy outlines the civic and ceremonial functions and events that will be hosted by the Mayor at Latrobe City Council.

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Latrobe 2026:

Governance

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community committed to enriching local decision making.

Culture

In 2026, Latrobe Valley celebrates the diversity of heritage and cultures that shape our community, with activities and facilities that support the cultural vitality of the region.

Council Plan:

Culture - Strategic Directions

Facilitate and support events, community festivals and arts programs that reflect and celebrate cultural diversity and heritage.
Attract, promote and facilitate significant regional, national and international events to improve the liveability and sustainability of the municipality.

Policy Implementation

To foster relationships with the community, Latrobe City Council recognises and celebrates individual and community achievements, promoting a proud and harmonious City through hosting civic and ceremonial functions from time to time as the need arises.

Civic and ceremonial functions refers to an official event held for celebratory, ritual or commemorative purposes.

The Mayor may approve civic receptions for visiting dignitaries, local residents who are recipients of awards or prizes, exchange students and visitors from other local authorities from Australia and overseas.

Civic receptions for Latrobe City Council events, or activities that Latrobe City Council sponsor do not require approval by the Mayor.

Civic Receptions are conducted for a range of purposes including to:

- welcome individuals and groups to Latrobe City to demonstrate hospitality, courtesy, or provide recognition for a milestone or significant event;
- recognise significant achievements of local individuals and/or groups;
- acknowledge the contribution of community groups and organisations;
- further relationships and links with businesses important to the region; and
- welcome dignitaries and community members of our Sister Cities.

In determining whether the Mayor will host a Civic Reception on behalf of Latrobe City Council, the Mayor will take into account the following:

1. That the event has a high profile that will generate a positive image for Latrobe City;
2. That the event will benefit Latrobe City;
3. That the event may be sponsored by Latrobe City;
4. That the cost to hold the civic function is contained within existing budget.

A Civic reception may be deemed inappropriate where it is auspiced by another Government agency or provides commercial benefit to a private individual or organisation.

The scheduling of Civic Receptions will be determined by the Mayor. The invitation list shall be at the discretion of the Mayor, but is to include all current Councillors.

The Chief Executive Officer shall have delegated authority to determine the format and all other arrangements of functions, receptions and ceremonies in liaison with the Mayor or the Deputy Mayor.

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Charter acknowledgement - for internal auditing purposes only:

YES / NO Name: _____ Date: / / 2013

Signed : _____ Date : / / 2013.
Chief Executive Officer

A
Application Fee Refund Policy 12 POL-4
Asset Accounting Policy 11 POL-3
Asset Management Policy 11 POL-4
Audit Policy 11 POL-4
Australian Citizenship Ceremonies Policy 11 POL-4
B
Biodiversity and Native Vegetation Policy 11 POL-4
Building Over Easements Policy 11 POL-4
C
Capital Works Policy 11 POL-3
Child Care Centre Policy 11 POL-5
Citizen Complaints Resolution Policy 13 POL-6
Citizen Confidentiality and Privacy Policy 11 POL-4
Civic and Ceremonial Functions Policy 13 POL-1
Community Access and Inclusion Policy 11 POL-5
Community Based Aged and Disability Services Policy 11 POL-5
Community Grants Policy 11 POL-5
Construction of New Footpaths in Residential Areas Policy 11 POL-4
Construction of Pathways in Rural Areas Policy 11 POL-3
Contributory Scheme Policy 11 POL-3
Council Policy Development Policy 13 POL-1

D
Damage to Council Assets by Trees on Private Property Policy 11 POL-4
Debt Management Policy 12 POL-5
Debtor Control Policy 12 POL-5
Demolition Works Policy 11 POL-4
Derelict, Unsightly and Dangerous Buildings Policy 11 POL-3
E
Ecologically Sustainable Development Policy 11 POL-4
Economic Development Assistance Policy 12 POL-7
Electoral Caretaker Provisions Policy 11 POL-1
Electronic Surveillance Policy 11 POL-4
Energising of Street Lighting in New Subdivisions Policy 11 POL-4
Essential Safety Measure Audit Policy 11 POL-3
Establishment of Council Committee Policy 12 POL-1
Extension of Waste Services Collection Policy 11 POL-5
F
Family Day Care Policy 11 POL-5
Fees and Charges Rebate and Waiving Policy 11 POL-4
Financial Hardship Policy 11 POL-2
Food Act Inspection and Registration Fees Policy 11 POL-1
Food Act Penalty Infringement Notices Policy 11 POL-1
Food Safety Services Management Policy 11 POL-1
Fraud Policy 11 POL-2

G
Gaming Planning Control Policy 11 POL-4
Gifts and Hospitality Policy 11 POL-3
H
Half Cost Fencing Policy 11 POL-4
Home Based Aged and Disability Services Policy 11 POL-5
Human Resources Policy 11 POL-4
I
Infectious Disease Policy [11 POL-1]
International Power Children's Traffic School Policy 12 POL-5
Investment Policy 12 POL-3
L
Loans/Guarantees to Community Groups Policy 11 POL-4
M
Maintenance of Nature Strips and Roadside Verges Policy 11 POL-5
Maternal and Child Health Services Policy 11 POL-5
Mobile and Temporary Food Premises Policy 11 POL-1
Multipurpose Use of Preschool Facilities Policy 11 POL-5
O
Occupational Health and Safety Policy 11 POL-3
P
Performing Arts Policy 12 POL-5
Preschool Policy 11 POL-5

Procurement Policy 12 POL-4
Project Governance Policy 11 POL-1
Provision of Resources and Support to Councillors Policy 12 POL-6
Public and Urban Art Policy 11 POL-4
Public Health and Wellbeing Penalty Infringement Notice Policy [11 POL-1]
Public Health Nuisance Policy [11 POL-1]
Public Holiday Policy 11 POL-4
Public Library Policy 11 POL-5
Public Meeting Facilities Policy 11 POL-4
Public Meeting Policy 11 POL-4
Public Open Space Policy 11 POL-4
Public Relations and Communications Policy 12 POL-5
R
Rating of Social and Sporting Clubs Policy 11 POL-4
Records and Information Management Policy 13 POL-1
Risk Management Policy 11 POL-5
Roadside Fatality Memorials Policy 11 POL-4
S
Sale of Council Owned Property Policy 11 POL-4
Sale of Goods Policy 12 POL-5
Sealing of Rural Unsealed Roads Policy 11 POL-4
Sister City Visits Policy 12 POL-1
Social Media Policy 11 POL-1
Sporting Reserves, Pavilions and Recreation Facilities Policy 12 POL-5

Subdivision of Residential or Rural Residential Properties Policy 11 POL-5
Swimming Pool and/or Spa Safety Barrier Policy 11 POL-4
T
Traralgon West Interim Infrastructure Development Policy 11 POL-2
Tree Work Notification Policy 11 POL-4
V
Vehicle Crossings Drainage Tappings Policy 11 POL-4
Vehicle Crossings Policy 11 POL-4
Visual Arts Policy 11 POL-4
Volunteer Policy 12 POL-5
W
Waste Services Kerbside Collection Exemptions and Additions Policy 12 POL-5
Weeds Policy 11 POL-4
Wind Energy Facilities and Infrastructure Policy 11 POL-3
Works Permit Policy 11 POL-4
Y
Youth Services Policy 12 POL-5

16.3 PLANNING PERMIT APPLICATION 2012/275, THREE DWELLINGS ON A LOT AND A THREE LOT SUBDIVISION, 11 WEBB STREET, TRARALGON**General Manager****Governance****For Decision****PURPOSE**

The purpose of this report is to determine Planning Permit Application 2012/193 for the development of three dwellings and a three lot subdivision at 11 Webb Street, Traralgon.

DECLARATION OF INTERESTS

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley***Strategic Objectives – Built Environment***

In 2026, Latrobe Valley benefits from a well planned built environment that is complimentary to its surroundings and which provides for connected and inclusive community.

Latrobe City Council Plan 2012 - 2016***Strategic Direction – Built Environment***

- *Promote and support high quality urban design within the built environment; and*
- *Ensure proposed developments enhance the liveability of Latrobe City, and provide for a more sustainable community.*

Legislation –

The discussions and recommendations of this report are consistent with the provisions of the Planning and Environment Act 1987 (the Act) and the Latrobe Planning Scheme (the Scheme), which apply to this application.

SUMMARY

Land: 11 Webb Street, Traralgon, known as Lot 89 on PS 20566
Proponent: JJC Design
Zoning: Residential 1 Zone
Overlay No overlays

A Planning Permit is required to subdivide land in accordance with Clause 32.01-2 Residential 1 Zone.

A Planning Permit is required for the construction of two or more dwellings on a lot in accordance with Clause 32.01-4 Residential 1 Zone.

PROPOSAL

The proposal is for three (3) dwellings on a lot and a three lot subdivision. As submitted by the applicant, details of the proposal are as follows:

Proposed dwelling 1 will contain 2 bedrooms, a kitchen, living and dining area and bathroom. It is located 6.2 metres from the Webb Street frontage, with the entrance addressing the Webb Street road frontage. Access to the single garage space will be achieved via a new access way. The floor area of the proposed dwelling will be 121 square metres.

Dwelling 2 is proposed be a two storey dwelling and contain a kitchen, living and dining area, laundry and bathroom on the ground floor. On the first floor of the dwelling will be two bedrooms, one of which will be a master bedroom with ensuite. A single garage space has been provided for the dwelling. The entrance and garage will address the common property and access will be provided via the common property crossover. The floor area of the dwelling will be 151 square metres.

Proposed dwelling 3 will be single storey with a 'semi-detached' form at ground floor level with dwelling 2. It is however only a single storey development. It will contain 2 bedrooms, a kitchen, living and dining area and bathroom. A single garage space has been provided for the dwelling. The entrance and garage will address the common property and access will be provided via the common property crossover. The floor area of the dwelling will be 112 square metres.

A copy of the plans can be found at Attachment 1.

ORDINARY COUNCIL MEETING AGENDA 01 JULY 2013 (CM413)

Subject Land:

The subject site is irregular in shape and is located on the western side of Webb Street in Traralgon. It has a frontage to Webb Street of 18.29 metres, a depth of 45.67 metres on the northern boundary and 44.28m on the southern boundary. The western boundary has a length of 15.24m and the site has an overall area of 752.9 square metres. There is a 2.0 metre wide drainage and sewerage easement running along the western boundary. The site is virtually flat.

The site is currently vacant and does not have any significant vegetation.

The site is located approximately 1.2 kilometres from the Traralgon Primary Activity Centre. There are neighbourhood activity centres in close proximity to the site.

Surrounding Land Use:

Webb Street is part of an established residential area of Traralgon. The neighbourhood consists generally of detached, single storey modest dwellings built predominantly in the 1950s and 1960s. Lots sizes vary from 700 square metres to over 1100 metres squared. The average lot size is approximately 800 square metres. The subject site is within walking distance of Primary and Secondary school located on Kosciusko Street, and is within distance of a local bus route which connects to Traralgon CBD.

The use and development of land surrounding the subject site can be summarised as follows:

North	The dwelling at 13 Webb Street is a 1950/60s weather board dwelling with a tiled roof and has a front setback from Webb Street of approximately 6 metres.
South	The dwelling at 9 Webb Street is 1950/60s weather board dwelling with a tiled roof has a front setback from Webb Street of approximately 7.5 metres.
East	The dwelling at 14 Webb Street is 1950/60s weather board dwelling with a tiled roof has a front setback from Webb Street of approximately 4.5 metres.
West	The dwelling at 2 Griffiths Court is 1950/60s weather board dwelling with a colorbond roof has a front setback from the court at the shortest point of approximately 4 metres.

A locality plan can be found at Attachment 2 and a locality plan of the subject site in context of the wider area of Traralgon West is located in Attachment 3.

HISTORY OF APPLICATION

The history of the assessment of planning permit application 2012/193 can be found in Attachment 4.

The provisions of the Scheme relevant to this application are in Attachment 5.

LATROBE PLANNING SCHEME**State Planning Policy Framework (SPPF)**

The proposal has been considered against the relevant clauses under the State Planning Policy Framework.

The State Planning Policy Framework Clause 15.01-1 'Urban Design' requires development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.

Clause 16.01-1 'Integrated Housing' encourages an increase in the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.

Clause 16.01-2 Location of Residential Development states that new housing should be located in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport.

The objective of Clause 16.01-4 'Housing Diversity' is to provide for a range of housing types to meet increasingly diverse needs. Strategies to achieve this objective include ensuring planning for growth areas provides for a mix of housing types and higher housing densities in and around activity centres; and encouraging the development of well-designed medium-density housing which respects the neighbourhood character, improves housing choice, makes better use of existing infrastructure and improves energy efficiency.

The proposal is considered to be consistent with the policy outlined above. The application proposes medium density development in an area suitable for residential development. The proposal is an appropriate response to the subject site and the character of the area. This will be discussed further in the 'Issues' section of this report.

Local Planning Policy Framework (LPPF)

The proposal has been considered against the relevant clauses under the Local Planning Policy Framework.

Within the Local Planning Policy Framework Clause 21.04-2 'Settlement Overview' has objectives to contain urban development within distinct boundaries and to encourage a wider variety of housing types, especially smaller and more compact housing, to meet the changing housing needs of the community.

The site is identified in an "existing urban" area on the Traralgon Structure Plan in the Latrobe Planning Scheme. Clause 21.05 'Main Towns' states that well designed infill development throughout the existing urban area, especially in locations close to activity centres, areas of open space and areas with good public transport accessibility should be encouraged. Consolidation of urban settlement within the urban zoned boundaries in accordance with the adopted structure plans is also encouraged.

It is considered that the proposal satisfies this policy direction and that the scale of the proposed development is suitable for the subject site. The subject site is within walking distance of Primary and Secondary schools located on Kosciusko Street, Route 41 of the Latrobe Valley Bus Network which connects to Traralgon CBD runs along Garibaldi Street which has a bus stop 350 metres from the subject site and the Catterick Crescent Recreation Reserve is located 200 metres to the south.

Zoning

The site is located within a Residential 1 Zone and is not subject to any overlays. The purpose and decision guidelines of the Residential 1 Zone have been taken into account as part of the assessment of this application and it is considered that the application complies with the zoning provisions.

These elements will be further discussed in the 'Issues' section of this report.

Particular Provisions

Clause 52.01 Public Space Contribution and Subdivision.

The application has been considered against the assessment criteria of Section 18 of the Subdivision Act 1988 and the adopted Latrobe City Council Public Open Strategy. It is considered that as a result of the cumulative impact of the increase in the number lots, that a public open space contribution of 10% of the site value is required in this case for the following reasons:

- There will two extra lots as a result of this proposal;
- The residential use of the site will be more intensively used as a result of this proposal;
- The density of population in the area will increase in the future as a result of the proposal;

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- Catterick Crescent is the closest reserve and it will be more intensively used by the future land owners; and
- The adopted public open space identifies that a cash contribution of 10 % of the site value of the net developable area is required.

In this case no onsite contribution is proposed. It should be noted that the Latrobe City Council Public Open Strategy is not specified in the Latrobe planning scheme as of yet either as a reference document or used to inform a schedule of Clause 52.01. However, given that it has been adopted, it is considered a seriously entertained document in the assessment of this proposal.

Clause 52.06 Car Parking:

The proposal has been assessed against Clause 52.06 and found to comply. One car parking space is required to be provided for a dwelling comprising of two bedrooms. One garaged space is provided for each dwelling in accordance with this clause. A tandem car space is also provided for in the setback of proposed dwelling 1.

Clause 55 Two or More Dwellings on a Lot:

The application has been assessed against Clause 55 and it is considered to be compliant with the applicable standards with the exception of variation to one standard *Street setback objective* (B6). This will be discussed later in the issues section of the report.

Decision Guidelines (Clause 65):

The proposal accords with the relevant decision guidelines of this clause.

Incorporated Documents (Clause 81):

- Australian Standard AS/NZS 2890.1:2004, Parking Facilities – Offstreet car parking, Standards Australia 2004. The application accords with these standards.

ISSUES

Strategic direction of the State and Local Planning Policy Frameworks:

It is considered that the development of the site for multi-dwellings satisfies State and Local Planning Policy Frameworks in that the site is an appropriate location for multi-dwelling development as it is located within a residential area of Traralgon. The proposal would be considered to make a positive contribution to the Webb Street built environment. The proposal does not seek to reflect the architectural style of a different period but addresses the needs of a contemporary proposal that does not detract from the existing street character. The proposal provides for a similar setback to dwelling 1 that exists to others dwellings along Webb Street. This will also provide an area for landscaping consistent with other dwellings in the area. Similarly dwelling two's second storey is treated with a weatherboard type cladding that is consistent with building materials used on other dwellings in the area. The site has good access to public transport that connects to Traralgon CBD and also is in close proximity social and community infrastructure such as schools and parks.

Clause 55 ResCode:

The proposal demonstrates compliance with the objectives and standards of ResCode. As detailed previously, the proposed development does not seek to imitate the architectural style of the existing 1950s/60s housing stock but does take into consideration specific design elements. For instance unit three is not connected to unit one and unit two which breaks up the visual bulk of the proposal. As such the design of the proposed dwellings would blend in well with the existing character of the neighbourhood. The proposal satisfactorily addresses required standards including building heights, private open space, on site amenity and vehicle access standards. The small variation to standard B6 *Street setback objective* has been assessed and considered appropriate in this instance. There would be no off-site amenity impacts such as overlooking and overshadowing from the proposal. A landscaping design has also been submitted with the application and is considered to be satisfactory.

Council's Infrastructure Planning Team has assessed the proposal and found it to be satisfactory subject to conditions to be placed on any approval issued for the management of stormwater from the site and construction of vehicle crossings.

Car Parking

As discussed, the application complies with the requirements of Clause 52.06 Car Parking of the Latrobe Planning Scheme. Each dwelling will have two bedrooms and one car parking spaces. A tandem car parking space is also provided for unit 1.

Response to Objections

The application received seven submissions in the form of objections. Four objections were subsequently withdrawn. All objections contained subject matter in the form of a template letter with individual signatures. The issues raised were:

- 1 Increasing traffic movement and car parking issues.

Comment:

The proposal satisfies the requirements of the Latrobe Planning Scheme in relation to car parking provision and with the tandem car space for unit one, it exceeds the requirements the requirements of Clause 52.06. Webb Street is designed and constructed as a 'minor access street' which has a capacity of up to 1000 vehicles per day. It is not considered that this proposal will result in a major increase of vehicle movements along Webb Street.

- 2 Dwellings have been purchased along Webb Street due to their architectural style and unit development is not supported.

Comment:

Both the State and Local Planning Policy Framework support increasing the diversity of residential development and also support infill residential development at an appropriate scale and design. It is noted that there are no restrictions on development in this area and the proposal is generally consistent with the objectives and standards of Clause 55 of the Latrobe Planning Scheme.

- 3 The land is too small to be subdivided

Comment:

The proposal is for a combined subdivision and development application. Multiple dwellings on a lot are permissible in the Residential 1 Zone if they meet the requirements of the planning scheme. As discussed in this report, the proposal has achieved compliance with ResCode and satisfies car parking requirements. A Section 173 Agreement will be placed on any permit issued to ensure that the development will be completed to the satisfaction of the Responsible Authority prior to the issue of a statement of compliance for the three lot subdivision. It is considered as a result that the proposal is consistent with the requirements of Clause 56 (Subdivision) and Clause 55 (two or more dwellings on a lot).

- 4 Decrease in property values.

Comment:

Property values are not considered to be a valid planning consideration.

- 5 We wish and plan to have Webb Street heritage listed due to the existence of old style homes

Comment:

There is no proposal or Planning Scheme Amendment currently under consideration to place the Heritage Overlay over any buildings along Webb Street. The proposal has been assessed against relevant State and Local Planning Policy provisions. It is considered that the proposal by extracting certain design elements such as maintaining setbacks from boundaries and using similar building materials to the existing housing stock, does not detract in a negative fashion from the existing built environment.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Additional resources or financial cost will only be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT).

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

INTERNAL / EXTERNAL CONSULTATION

Engagement Method Used:

Notification:

The application was advertised pursuant to Section 52(1)(a) and Section 52(1)(d) of the Act. Notices were sent to all adjoining and adjacent landowners and occupiers and an A3 notice was displayed on the site frontage for 14 days.

External:

There were no external referrals required.

Internal:

Internal officer comments were sought from Council's Infrastructure Planning Team who gave consent to the granting of a planning permit subject to appropriate conditions and notes.

**ORDINARY COUNCIL MEETING AGENDA
01 JULY 2013 (CM413)***Details of Community Consultation following Notification:*

Seven objections to the application were originally received. Four objections were subsequently withdrawn. A mediation meeting was originally set for 22 March 2013 but was cancelled at the request of a representative of the objectors. Due to three outstanding objections remaining the mediation meeting was rescheduled for 7 May 2013. The applicant, Council Officer and a ward Councillor attended. The outstanding objectors did not attend.

A copy of the outstanding submissions and response by the applicant can be found at Attachment 6.

OPTIONS

Council has the following options in regard to this application:

- 1 Issue a Notice of Decision to Grant a Planning Permit.
- 2 Issue a Refusal to Grant a Planning Permit.

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

CONCLUSION

The proposal is considered to be:

- Consistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the Residential 1 Zone; and
- Consistent with Clause 65 (Decision Guidelines).

The objections received have been considered against the provisions of the Latrobe Planning Scheme and the relevant planning concerns have been considered. The objections received do not form planning grounds on which the application could be refused.

Attachments

1. Plans
2. Locality Plan
3. Subject Site
4. History of Application
5. Relevant Ordinance
6. Outstanding objections and response by the applicant

RECOMMENDATION

- A. That Council issues a Notice of Decision to Grant a Planning Permit for the development of three dwellings on a lot and three lot subdivision at 11 Webb Street, Traralgon known as Lot 89 on PS20566N with the following conditions:**
- 1. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
 - 2. Within three months of the issue of a certificate of occupancy or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.**
 - 3. The landscaping as shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.**
 - 4. All building plant and equipment are to be concealed to the satisfaction of the Responsible Authority. The construction of any additional plant machinery and equipment, including but not limited to all air-conditioning equipment, ducts, exhausts and communications equipment must be to the satisfaction of the Responsible Authority.**
 - 5. Construction works on the land must be carried out in a manner which does not result in damage to existing Council assets and does not cause detriment to any adjoining land owners or occupiers.**
 - 6. Once building works have commenced they must be completed to the satisfaction of the Responsible Authority.**
 - 7. Upon completion of the works, the site must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.**
 - 8. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.**
 - 9. The layout of the subdivision as shown on the endorsed plan must not be altered without the permission of the Responsible Authority.**
 - 10. Prior to the issue of Statement of Compliance under the**

Subdivision Act 1988, the applicant or owner must pay to the Responsible Authority:

- a) a sum equivalent to 10 per cent of the site value of all the land in the subdivision; and
- b) any costs associated with valuation of the land including valuers fees.

11. Prior to the issue of Statement of Compliance for this subdivision under the Subdivision Act 1988, the operator of this permit must:
- a) have commenced the development of Lot 89 on PS020566 and the development must be at least at frame stage in accordance with Planning Permit 2012/275, issued by Latrobe City Council on xx July 2013 (or any subsequent amendment to the permit), to the satisfaction of the Responsible Authority; or
 - b) enter into an agreement with the Responsible Authority made pursuant to Section 173 of the Planning and Environment Act 1987 that provides for the following:
 - That development of Lots 89 on PS020566 must be in accordance with Planning 2012/275, issued by Latrobe City Council on xx July 2013 (or any subsequent amendment to the permit).

Application must be made to the Registrar of Titles to register the Section 173 Agreement on the title to the land under Section 181 of the Act.

The operator of this permit must pay the reasonable costs of the preparation, review, and execution and registration of the Section 173 Agreement.

The operator of this permit must provide Council with a copy of the dealing number issued by the Titles Office.

Once titles are issued, Council requires the operator of this permit or its legal representative to provide either:

- a) a current title search; or
- b) a photocopy of the duplicate certificate of Title as evidence of registration of the Section 173 Agreement on title.

12. Before the commencement of any works hereby permitted or prior to the certification of the plan of subdivision under the Subdivision Act 1988 (whichever is earlier), amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale

with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted but modified to show:

- a) The removal of the redundant vehicle crossing at number 11 Webb Street requiring the reconstruction of the vehicle crossing at No 13 Webb Street to comply with Latrobe City Council's standard drawing LCC 307.
13. Before the commencement of any works hereby permitted or prior to the certification of the plan of subdivision under the Subdivision Act 1988 (whichever is earlier), a site drainage plan including all hydraulic computations must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The drainage plan must be prepared in accordance with the requirements of Latrobe City Council's Design Guidelines and must provide for the following:
- a) How the land including all buildings, open space and paved areas will be drained for a 1 in 5 year ARI storm event.
 - b) An underground pipe drainage system conveying stormwater to the legal point of discharge, and from the legal point of discharge connecting into Latrobe City Council's stormwater drainage system
 - c) The provision of stormwater detention within the site and prior to the point of discharge into Latrobe City Council's drainage system. The stormwater detention system must be designed to ensure that stormwater discharges arising from the proposed development of the land are restricted to pre-development flow rates. The rate of pre-development stormwater discharge shall be calculated using a co-efficient of run-off of 0.4.
14. Before an Occupancy Permit is issued for the dwellings hereby permitted or prior to the issue of a Statement of Compliance for this subdivision under the Subdivision Act 1988 (whichever is earlier), the operator of this permit must complete the following works to the satisfaction of the Responsible Authority:
- a) All drainage works must be constructed in accordance with the approved site drainage plan.
 - b) The construction of all on-site stormwater detention works in accordance with the site drainage plan approved by the Responsible Authority.
 - c) Vehicle crossings must be constructed in accordance with the endorsed plans, to provide access to the land, at right angles to the road and must comply with the vehicle crossing standards set out in Latrobe City Council's Standard Drawing LCC 307, including all necessary

- permits being obtained and inspections undertaken.
- d) The redundant vehicle crossing at number 11 Webb Street must be removed and kerb and channel, footpath and naturestrip reinstated. In removing the redundant vehicle crossing, the vehicle crossing for number 13 Webb Street must be reconstructed between the footpath and the edge of the road including kerb layback.
 - e) Areas for common property vehicle access and car parking within the land must be constructed in accordance with plans endorsed by the Responsible Authority and be surfaced with concrete, reinforced concrete, brick paving or hot mix asphalt and drained in accordance with an approved site drainage plan.

15. The owner of the land must enter into an agreement with:

- a) a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- b) a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- c) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- d) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

16. The operator of this permit must comply with the following

requirements from SPI Electricity Pty Ltd:

- a) Enter into an agreement with SPI Electricity Pty Ltd for the extension, upgrading or rearrangement of the electricity supply to lots on the plan of subdivision. A payment to cover the cost of such work will be required.
- b) Provide electricity easements internal and external to the subdivision in favour of SPI Electricity Pty Ltd to service the lots on the plan of subdivision and/or abutting lands as required by SPI Electricity Pty Ltd. The provision of reserves for electricity substations may also be required.

17. The operator of this permit must meet the following requirements of Gippsland Water:

- a) Pay to Gippsland Water contributions for Headwork charges and Outfall/Disposal charges for the change in development of the land. These charges are based on Gippsland Water's current rates and reflect the additional loading placed on the water and sewerage reticulation systems by this development.
- b) The existing 20mm water service must be capped at the water main. The existing meter 02AF007129 must be returned to Gippsland Water for a final read.
- c) Install a metered master water service to be located within the common property to the satisfaction of Gippsland Water. As Constructed details showing the location of the installed service are required to be submitted to Gippsland Water.
- d) Install separate slave meters to be located within the common property to all Lots to the satisfaction of Gippsland Water.
- e) As constructed details showing the location of the installed internal combined sewer drain required to be submitted to Casey Services via facsimile on 9835 5515 and a copy to Gippsland Water on facsimile 5174 5174.
- f) Provide water and wastewater services to Gippsland Water's minimum supply standards, unless otherwise agreed with by Gippsland Water.
- g) Provide Gippsland Water with a copy of the Owners Corporation Schedule.
- h) The certified plan of subdivision must create easements, under Section 12(2) of the Subdivision Act, over all existing water and sewerage works within the subdivision.
- i) Any plan of subdivision of the subject land lodged for certification shall be referred to Gippsland Water under Section 8(1) of the Subdivision Act 1988.

18. This permit will expire if:
- a) the plan of subdivision is not certified within 2 years of the date of this permit; or
 - b) the registration of the subdivision is not completed within 5 years of certification.

The Responsible Authority may extend the time if a request is made in writing before the permit expires or within three months afterwards.

Note: The commencement of the subdivision is regarded by Section 68(3A) of the Planning and Environment Act 1987 as the certification of the plan, and completion is regarded as the registration of the plan.

19. The permit will expire if one of the following circumstances applies:
- a) The development is not started within two years of the date of this permit; or
 - b) The development is not completed within four years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within three months afterwards.

Note 1: This permit does not authorise the commencement of any building construction works. Before any such development may commence, the applicant must apply for and obtain appropriate building approval.

Note 2: Unless exempted by the Responsible Authority, an Asset Protection Permit must be obtained prior to the commencement of any proposed building works (as defined by Latrobe City Council's Local Law No. 3). The Responsible Authority must be notified in writing at least 7 days prior to the building works commencing or materials/equipment are delivered to the site.

Note 3: A Latrobe City Vehicle Crossing Permit must be obtained prior to the commencement of any works that include the construction, installation, alteration, or removal of a vehicle crossing. The relevant fees, charges and conditions of the Vehicle Crossing Permit will apply even if the vehicle crossing works have been approved as part of a Planning Permit.

Note 4: Vehicle crossings must be provided with minimum clearances to other infrastructure in accordance with Latrobe City Council's Vehicle Crossing Policy, including

clearances to property boundaries, and adjacent side entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required must be in accordance with the requirements of the relevant Authority and must be at the applicant's expense.

Note 5: A Latrobe City Stormwater Connection Permit must be obtained prior to the connection of any new stormwater drainage into Latrobe City Councils stormwater drainage system. All new stormwater drainage connections must be inspected by the Responsible Authority before any backfilling of the connection is undertaken.

Note 6: The location of the legal point of discharge into Latrobe City Councils stormwater drainage system can be obtained for any property by completing a Legal Point of Discharge form, found at www.latrobe.vic.gov.au/services/roads/workspemits

Note 7: Approval does not cover alterations to existing Telstra Plant or Network.
Locations of existing network can be obtained from Dial Before You Dig – Ph: 1100.

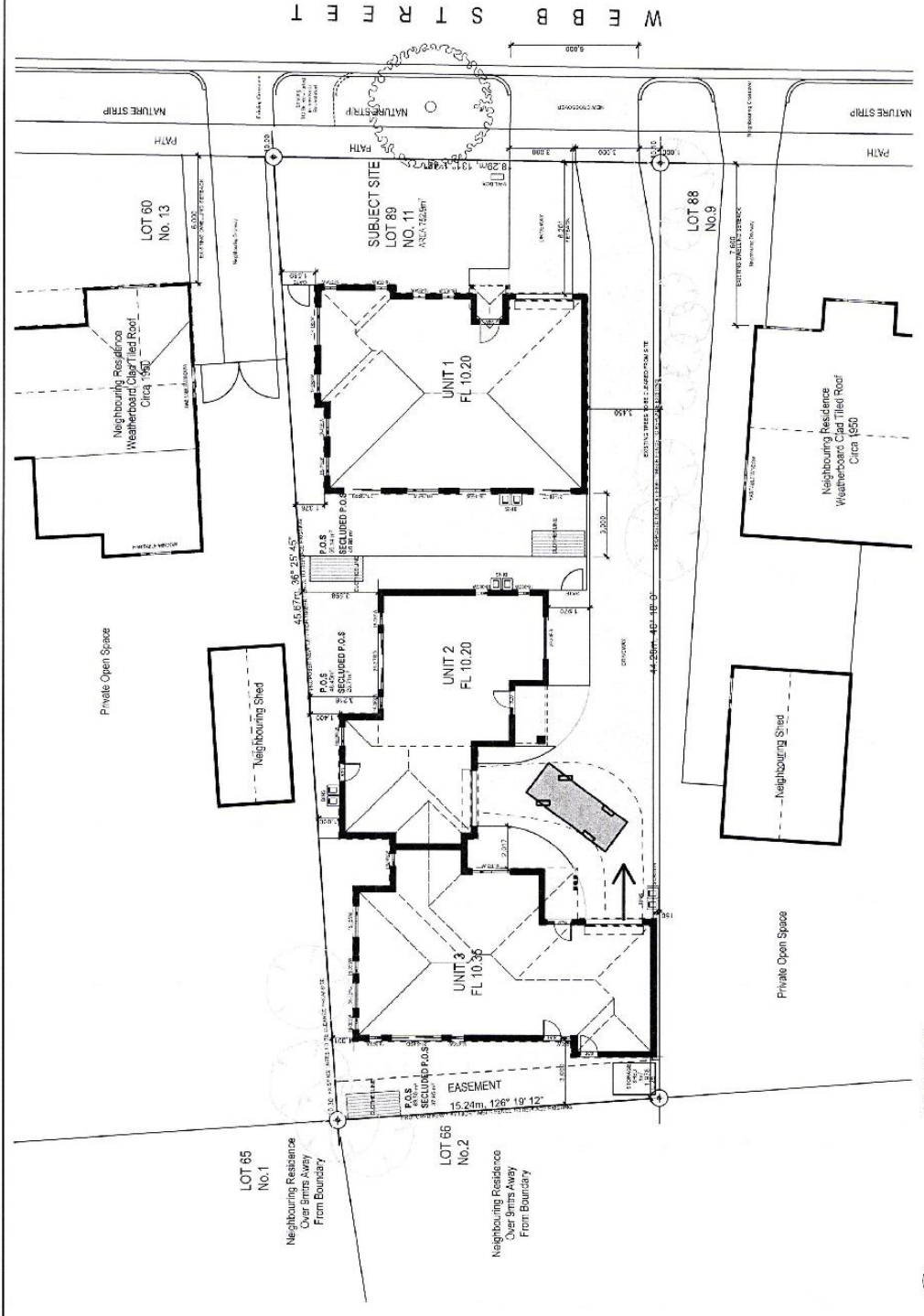
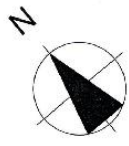
Note 8: For co-ordinated Telstra plant reticulation in this development, please refer to www.telstrasmartcommunity.com to Register your Development and Apply for Reticulation.

16.3

PLANNING PERMIT APPLICATION 2012/275, THREE DWELLINGS ON A LOT AND A THREE LOT SUBDIVISION, 11 WEBB STREET, TRARALGON

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SITE PLAN
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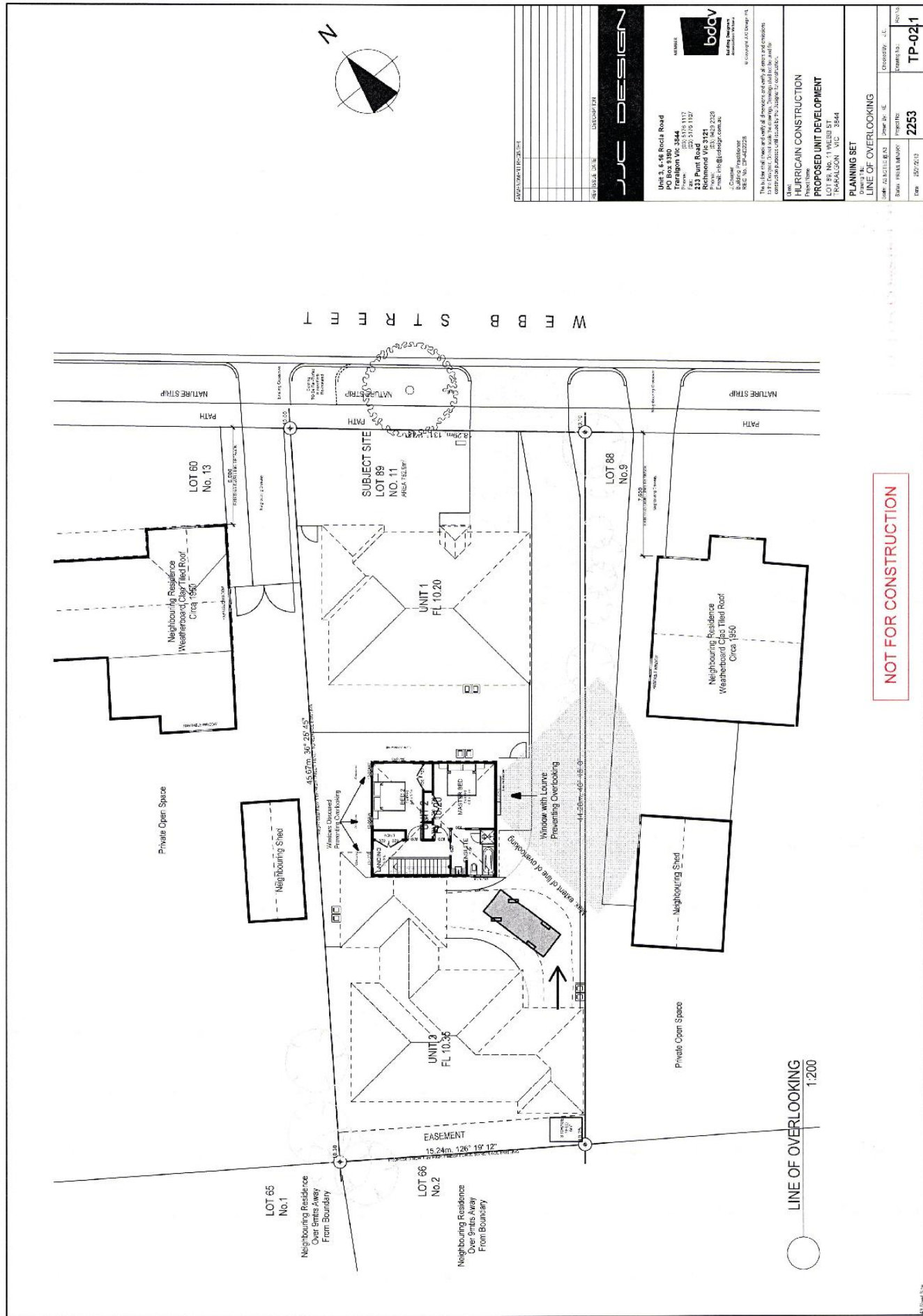
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 DATE: 20/02/2013
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Client:	HURRICAIN CONSTRUCTION
Project:	PROPOSED UNIT DEVELOPMENT
Address:	11 WEBB STREET, TRARALGON, VIC 3844
Planning Set:	PLANNING SET
Site Plan:	SITE PLAN
Scale:	AS SHOWN ON DRAWING
Date:	20/02/2013
Drawn by:	JJC
Checked by:	JJC
Project No.:	2253
Sheet No.:	TP-02
Scale:	A

Building Regulation Part 4	Requirement	Compliance	Notes
408/9	STREET SETBACK	FRONT 6.2m - AS PER PREVIOUS RESIDENCE	416 DAYLIGHT TO EXIST HAB. WINDOWS UNAFFECTED - SEE SHADOW PLAN
410	BUILDING HEIGHT	7.019m (9.0m MAX)	417 EXISTING NORTH FACING WINDOWS UNAFFECTED - SEE SHADOW PLAN
411	SITE COVERAGE	BUILT AREA = 384.39m ² (60% MAX)	418 OVERSHADOWING UNAFFECTED - SEE SHADOW PLAN
412	PERMEABLE AREA	26.43% (GREATER THAN 20% (MIN REQUIRED))	419 OVERLOOKING 1.8M FENCE TO PERMETRE OF BOUNDARY & 2 STOREY WINDOWS OBSOURED
413	CARPARKING	3 - GARAGE SPACES & 1 ONSITE VISITOR SPACES	420 DAYLIGHT TO NEW WINDOWS ALL NORTH FACING WINDOWS ARE UNAFFECTED
414	SIDE & REAR SETBACKS	GREATER THAN MIN. REQ. (2m - 2 Storey & 1m)	421 GREATER THAN 40 m ² MIN REQUIRED
415	WALLS ALONG BOUNDARIES	6.48m WITH 3.0 MAX HEIGHT (18.57m ALLOWABLE)	WITH 25m ² OF SECLUDED OPEN SPACE



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 Richard VIC 3121
 Project: 12/275/275
 Building Practitioner
 REG. No. 127462228

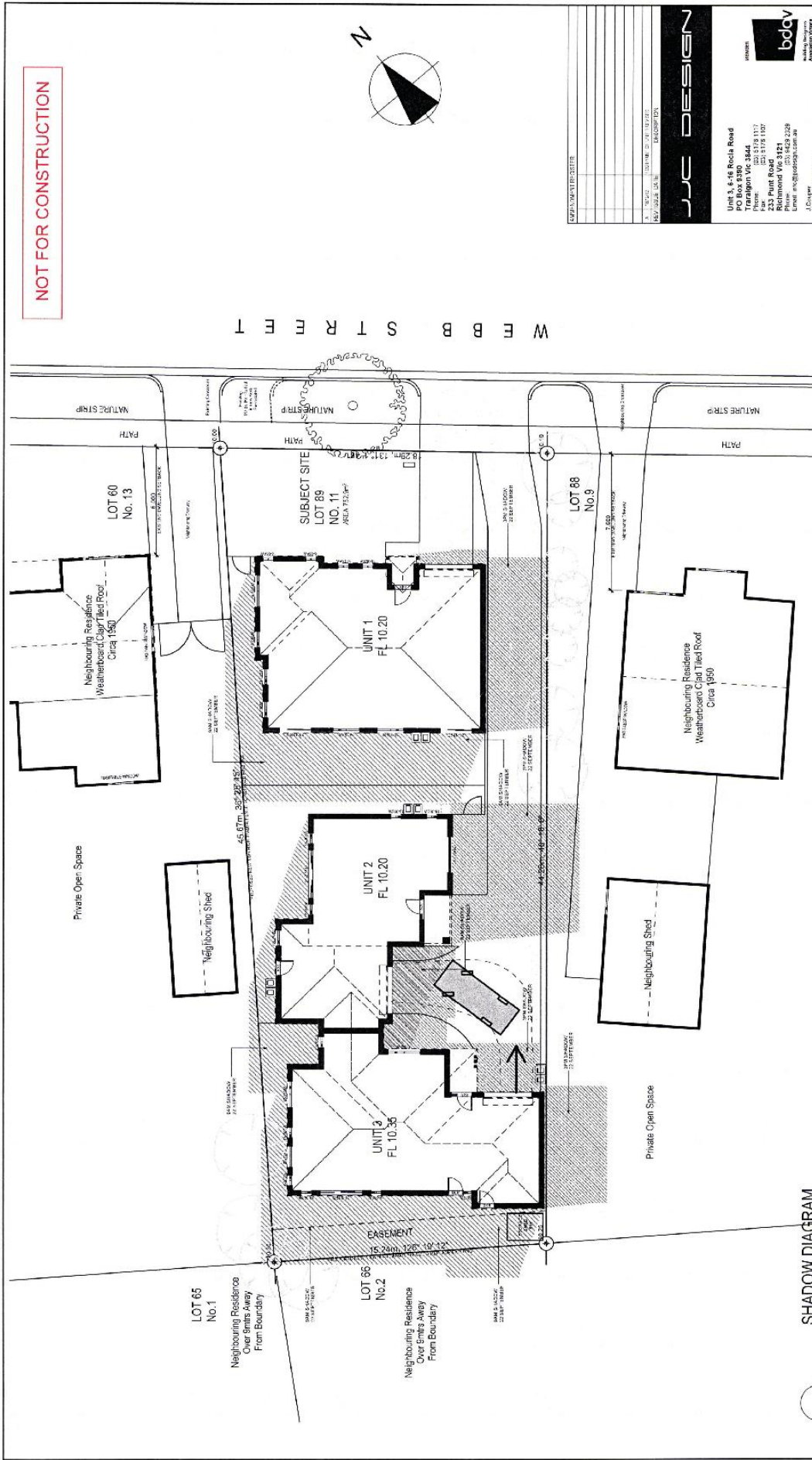
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 Development Services
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HURRICAIN CONSTRUCTION
PROPOSED UNIT DEVELOPMENT
 LOT 89, 11 WEBB STREET
 TRARALGON VIC 3844

PLANNING SET
 LINE OF OVERLOOKING

Scale: 1:200 (SEE PLAN)	Date: 12/12/12	Drawn by: JL	Checked by: JL
State: VICTORIA	Project No: 2253	Drawn by: JL	Checked by: JL
Date: 12/12/12	Drawn by: JL	Checked by: JL	Project No: TP-021

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SHADOW DIAGRAM
1:200

Building Regulation Part 4	Requirement	Compliance
4089	STREET SETBACK	FRONT 6.2m - AS PER PREVIOUS RESIDENCE
410	BUILDING HEIGHT	7.019m (9.0m MAX)
411	SITE COVERAGE	BUILT AREA = 384.39m² (60% MAX)
412	PERMEABLE AREA	28.43% (GREATER THAN 20% MIN REQUIRED)
413	CARPARKING	3 - GARAGE SPACES & 1 ONSITE VISITOR SPACES
414	SIDE & REAR SETBACKS	GREATER THAN MIN. REQ. (2m - 2 Storey & 1m)
415	WALLS ALONG BOUNDARIES	0.48m WITH 3.0 MAX HEIGHT (18.97m ALLOWABLE)
416	DAYLIGHT TO EXIST HAB. WINDOWS	UNAFFECTED - SEE SHADOW PLAN
417	EXISTING NORTH FACING WINDOWS	UNAFFECTED - SEE SHADOW PLAN
418	OVERSHADOWING	UNAFFECTED - SEE SHADOW PLAN
419	OVERLOOKING	1.8M FENCE TO PERIMETRE OF BOUNDARY & 2 STOREY WINDOWS OBSCURED
420	DAYLIGHT TO NEW WINDOWS	ALL NORTH FACING WINDOWS ARE UNAFFECTED
421	PRIVATE OPEN SPACE	GREATER THAN 40 m² MIN REQUIRED WITH 20m² OF ENCLOSED OPEN SPACE

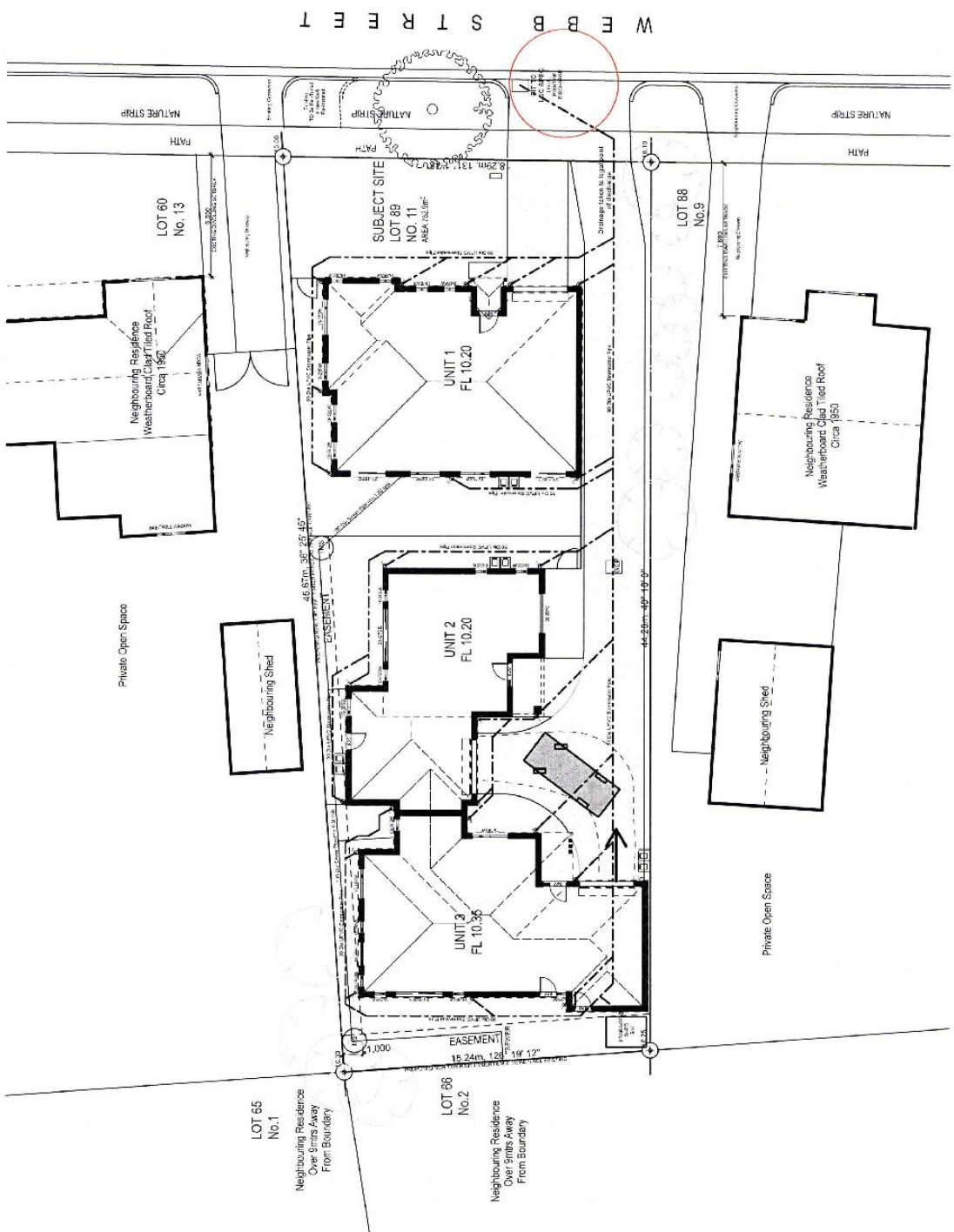
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bdcv
Building Design Council of Victoria
Member

DATE: 15/05/2012
TIME: 10:00 AM
PROJECT: 16.3 PLANNING PERMIT APPLICATION 2012/275, THREE DWELLINGS ON A LOT AND A THREE LOT SUBDIVISION, 11 WEBB STREET, TRARALGON - Plans

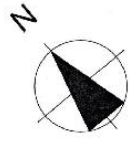
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INDICATIVE STORMWATER & SEWER PLAN

STORMWATER & SEWER
1:200



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bobav
Subdivisions
Associations
Valuers

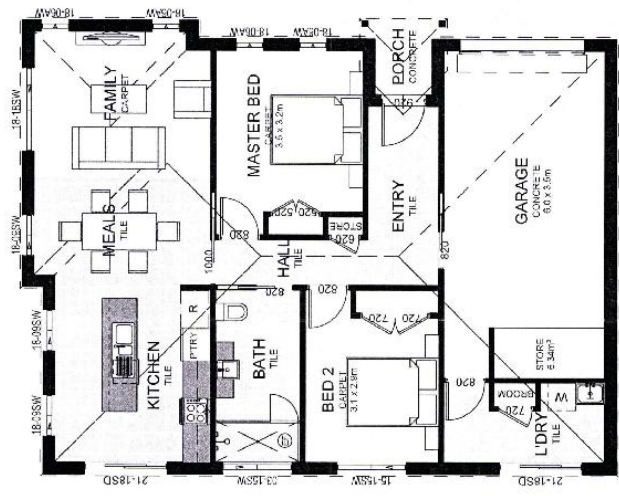
HURRICAIN CONSTRUCTION
Proposed Development
PROPOSED UNIT DEVELOPMENT
11 WEBB STREET
TRARALGON VIC 3844

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PLANNING SET
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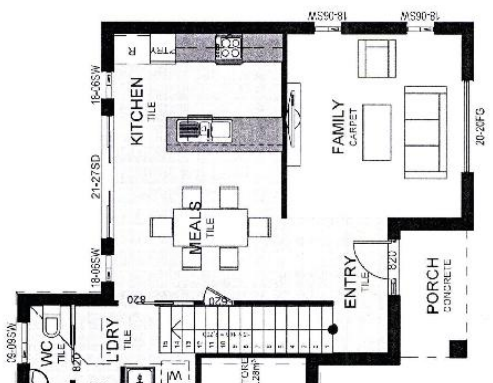
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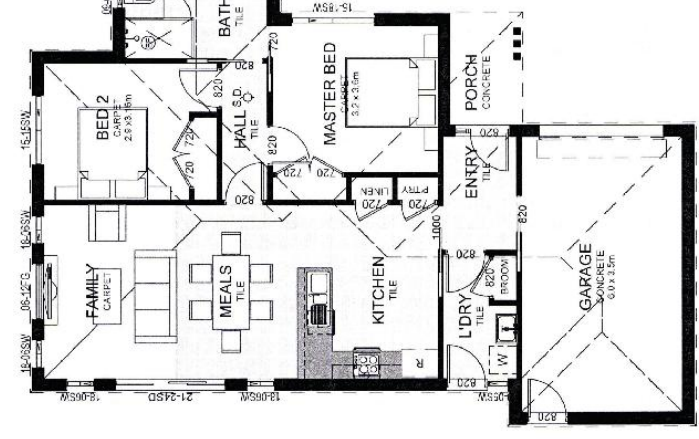
UNIT 1 FLOOR PLAN
1:100

BUILDING AREA - UNIT 1	
LIVING	91.34 m ² 9.82sq
GARAGE	27.45 m ² 2.95sq
PORCH	2.22 m ² 0.24sq
TOTAL	121.01m ² 13.01sq



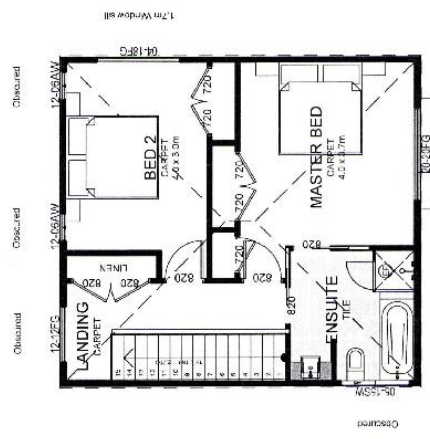
UNIT 2 FIRST FLOOR PLAN
1:100

BUILDING AREA - UNIT 2	
GROUND FLOOR LIVING	58.41 m ² 6.38sq
FIRST FLOOR	59.17 m ² 6.36sq
GARAGE	28.19 m ² 3.03sq
PORCH	3.95 m ² 0.49sq
TOTAL	151.37m ² 16.50sq



UNIT 3 & 2 FLOOR PLAN
1:100

BUILDING AREA - UNIT 3	
LIVING	84.54 m ² 9.10sq
GARAGE	24.94 m ² 2.68sq
PORCH	3.67 m ² 0.26sq
TOTAL	112.01m ² 12.04sq



UNIT 2 SECOND FLOOR PLAN
1:100






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www.jjcdesign.com.au

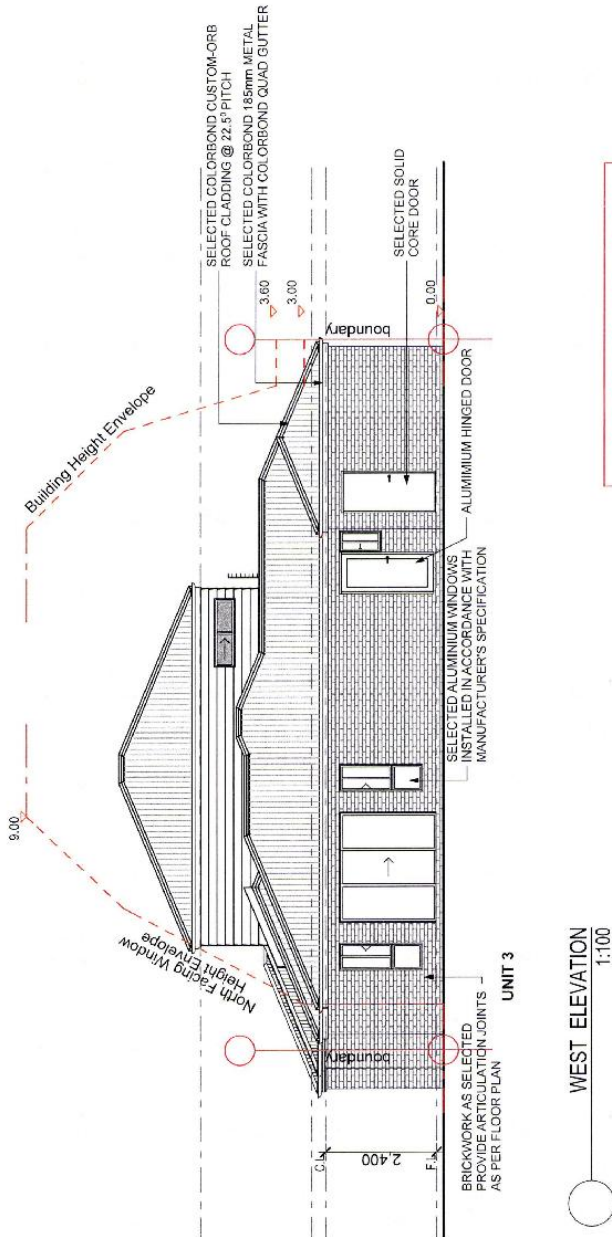
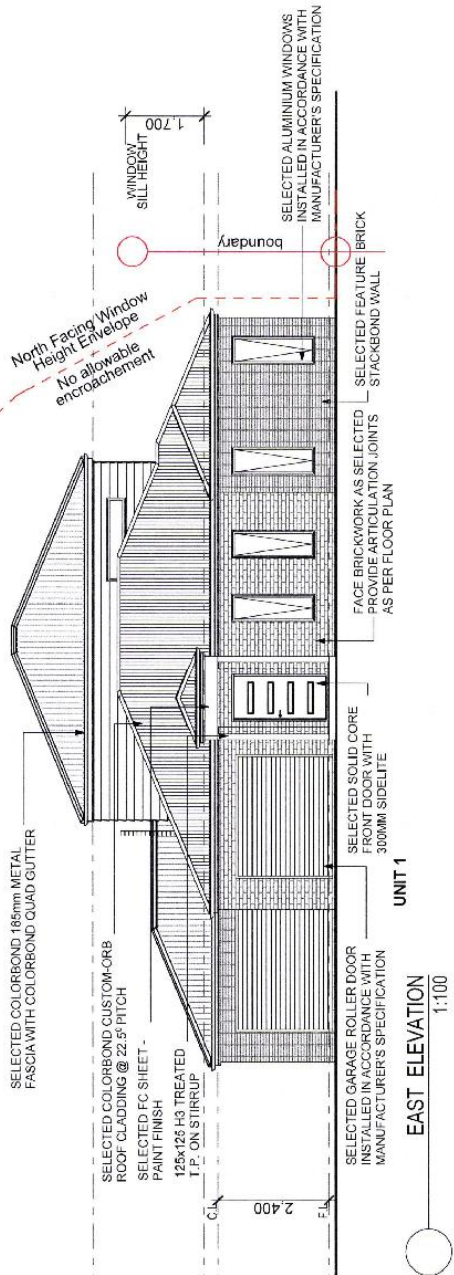
bdv
Building Design Victoria
1000 Springvale Road
Melbourne VIC 3048
Phone: (03) 9422 2222
Fax: (03) 9422 2222
Email: info@bdv.com.au

PLANNING SET
Drawing Title: FLOOR PLAN
Scale: AS/NZS 1891:2011
Client: JJC
Drawing No: TP-03
Revision: A

PROPOSED UNIT DEVELOPMENT
2253
The Plans and floor levels are subject to approval by the relevant authorities. The Applicant is responsible for obtaining all necessary approvals and permits for the development.

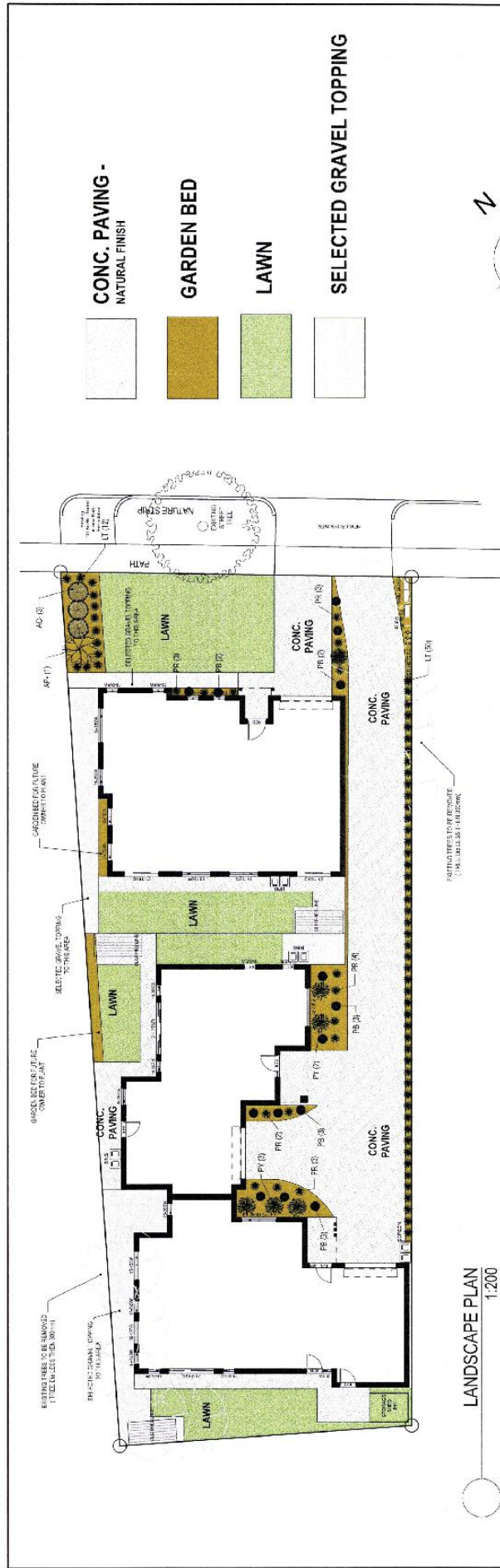
MATERIAL SCHEDULE

	COLORBOND ROOF & GARAGE DOORS JASPER
	COLORBOND GUTTERS & FASCIA PAPERBARK
	ALUMINIUM WINDOWS DOWELL-WOODLAND GREY SATIN
	FACE BRICKWORK BORAL-MOCHA
	STACKBOND BRICKWORK BORAL-ESPRESSO



NOT FOR CONSTRUCTION

<p>JJC DESIGN</p> <p>Unit 3, 4-16 Beale Road PO Box 9390 Traralgon VIC 3844 Ph: 03 51 78 1137 Fax: 03 51 78 1127 133 Hunt Road Russhurst VIC 3121 Ph: 03 94 62 2328 Email: info@jjcdesign.com.au Web: www.jjcdesign.com.au VIC Lic: CP-102228</p>		<p>bdcv Business Development Construction Victoria</p>
<p>Client: HURRICAIN CONSTRUCTION Proposed Unit Development 11 Webb Street, Traralgon VIC 3844</p>		<p>Scale as indicated: 1:100 Date: 12/12/12 Drawn by: E Checked by: E Issue: 2253 Date: 25/02/13</p>
<p>Planning Set Elevations SHT 1</p>		<p>Project No: TP-04 Sheet No: A</p>



Key	Botanical Name	Common Name	Size H x W (m)	Pot Size	Qty.
AP	Acer palmatum, Sango kaku	RED STEM JAPANESE MAPLE	3.0 x 1	400mm	1
PR	Phormium (RED ANNA)	FLAX	1.2 x 1	200mm	15
PY	Phormium (YELLOW WAVE)	FLAX	0.75 x 0.75	200mm	5
PB	Phormium (BABY BRONZE)	FLAX	0.5 x 0.5	200mm	13
AC	Acacia Cognata 'limelight'	DWARF ACACIA	1 x 1	150mm	3
LT	Lomandra Longifolia	'Tankia'	0.75 x 0.75	140mm	62

- LANDSCAPING NOTES:**
- Plants are to be placed in the centre of the holes.
 - Plants must be set at a level such that the crown of the plants establish a normal and natural relationship with surrounding levels.
 - Plants to be removed from containers by tipping container upside down and letting plant fall into hand.
 - After removing from container, the handling of the root system must be done with a minimum of root disturbance particularly Australian native species.
 - Plants must be healthy and plant root systems must be moist at the time of planting. Plants must be watered in, with approximately 10 litres of water at time of planting.
 - All plants exceeding 200mm pot size, shall be staked against prevailing winds.
 - Ties shall be of a flexible nature to allow sufficient movement to encourage root formation.
 - All plants shall receive a slow release fertilizer at a quantity relative to the pot size.
 - All garden beds shall be covered with 12" Pine Bark at a depth of 75mm.

- Soil level on garden bed side of restraining edge shall be graded 50mm below top of edge to allow for garden mulch placement. Soil levels on lawn side to be kept 20mm below restraining edge to allow for correct turf sod placement. Prior to laying of turf, all areas are to be raked by hand, and then tuted to provide a perfect flat bed, free of any depressions or high points. 11. All lawn areas shall be Instant Turf, washed free Turf to be Festuca Arundinacea, and shall be laid in stretcher bond pattern, and dressed with a fertilizer application of Pivot 900, at 40 grams per square metre. Maintenance: At the completion of the Landscape Development. The landscape consultant shall provide a full and comprehensive Maintenance Program for a 13 week period. It shall be the contractors responsibility to ensure that plants and turf are established during this period. Replacement of substandard Landscape, Structural or Horticultural, will be the Contractors responsibility. 12. All landscape areas are to receive a 100mm fill of screened and p.h. tested topsoil sourced from a local supply. This soil must be free of any organic debris. Topsoil will be compatible with soils of the area.

JJC DESIGN

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Fax: (03) 5178 1127
Mobile: (03) 5178 1127
Email: info@jjcdesign.com.au
Web: www.jjcdesign.com.au
REG No: TP-402298

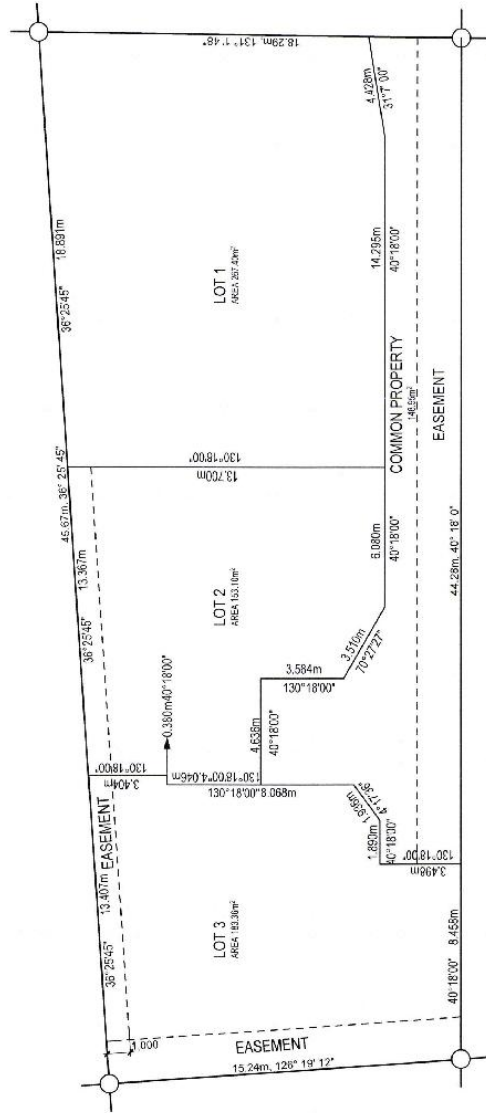
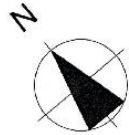
bdcb
Building Design
Architects
40 George St. Traralgon, VIC 3844

HURRICAIN CONSTRUCTION
PROPOSED UNIT DEVELOPMENT
LOT 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

PLANNING SET
LANDSCAPE PLAN

Scale: AS14700.43 - 1:200
Project: 2253
Date: 25/08/12

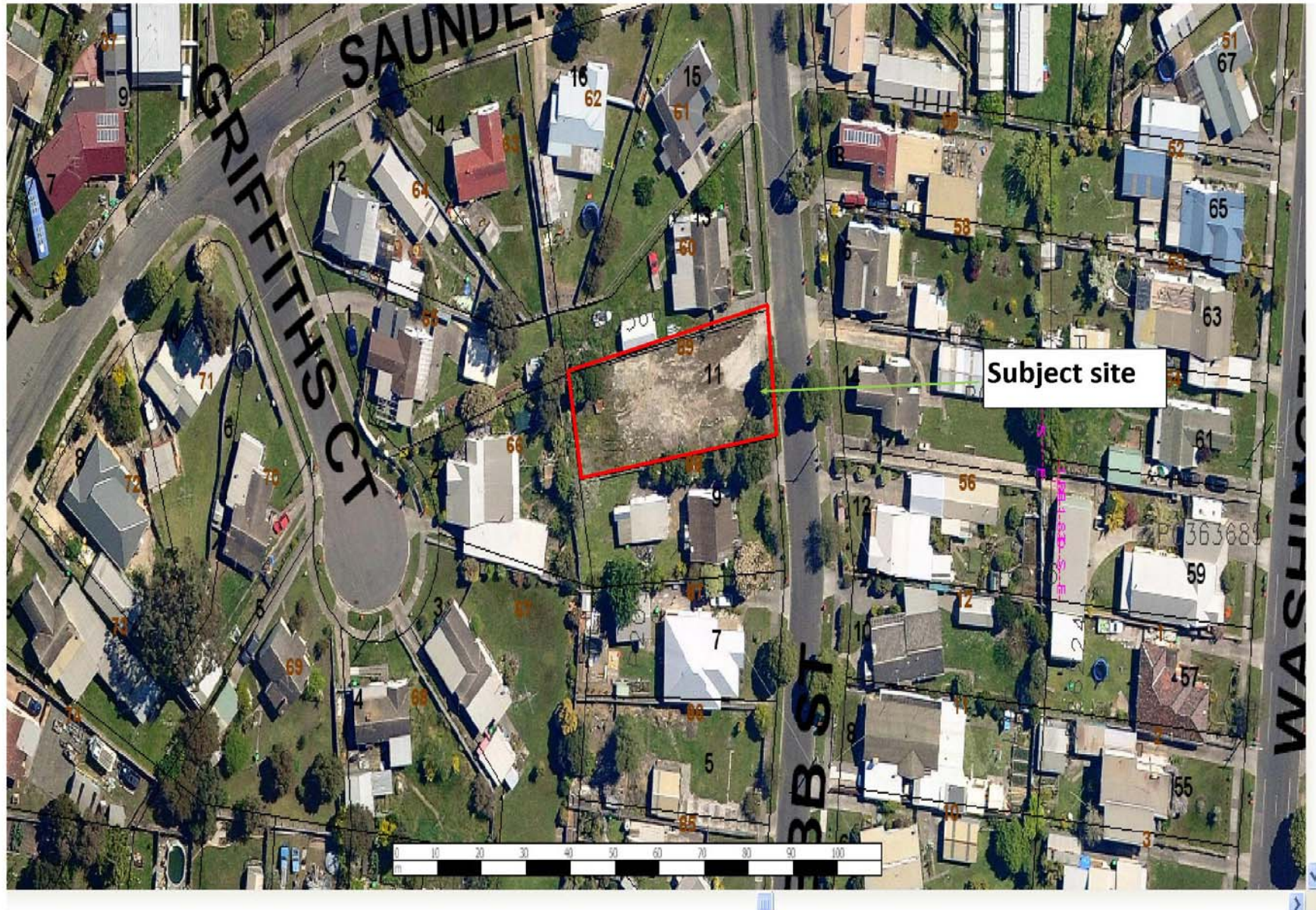
TP-06 A



SUBDIVISION PLAN
1:200

<p>JJC DESIGN</p> <p>Unit 3, 4 & 6 Beeds Road PO Box 5350 Traralgon Vic 3844 Tel: 03 5178 1117 Fax: 03 5178 1107 233 Penn Road Traralgon Vic 3844 Phone: 03 5429 2136 Email: mj@jjcdesign.com.au</p>		<p>bdcb</p> <p>Building Design Certificate of Practitioner REG No. 204-202228</p>
<p>HURRICAN CONSTRUCTION</p> <p>PROPOSED UNIT DEVELOPMENT SUBDIVISION PLAN TRARALGON VIC - 3844</p>		<p>Drawn By: VE Checked By: JJC</p>
<p>PLANNING SET</p> <p>Subdivision Plan</p>		<p>Drawn No: 2253 Sheet No: TP-07 No. of Sheets: B</p>

NOT FOR CONSTRUCTION





History of Application

26 October 2012	Planning Permit application received by Council.
23 November 2012	Further information requested from applicant. The purpose of this request was to obtain an accurate Neighbourhood and Site Description as outlined in Clause 55.01-1, to deal with the requirements of ResCode and issues regarding the design response.
21 December 2012	Further information received
15 January 2013	As only part of the further information requested was provided another further information request was sent to the applicant
31 January 2013	Further information was received.
12 February 2013	Application requested to be notified and application referred under Section 55 of the Act to Referral Authorities as required.
28 February 2013	First of 6 objections received. All objections were exactly the same.
7 March 2013	Response from the applicant to the objections received on the application.
20 March 2013	The mediation meeting scheduled for the 22 of March was cancelled as the head petitioner for the objections detailed that all objections would be withdrawn.
2 May 2013	Only four of the objections were subsequently withdrawn as a result a mediation meeting was rescheduled for 7 May 2013.
7 May 2013	None of the outstanding objectors attended the rescheduled mediation meeting

●
LATROBE PLANNING SCHEME

State Planning Policy Framework

Clause 11.02 'Urban Growth'
Clause 11.05 'Regional Development'
Clause 15.01 'Urban Environment'
Clause 16.01 'Residential Development'
Clause 18.01 'Integrated Transport'
Clause 18.02 'Movement Networks'
Clause 19.03 'Development Infrastructure'

Local Planning Policy Framework

Clause 21.01 'Municipal Profile'
Clause 21.02 'Municipal Vision'
Clause 21.03 'Natural Environment Sustainability'
Clause 21.04 'Built Environment Sustainability'
Clause 21.05 'Main Towns'
Clause 21.07 'Economic Sustainability'
Clause 21.08 'Liveability'

Zoning – Residential 1 Zone

The subject land is located within a Residential 1 Zone.

Overlay

There are no overlays that affect this property.

Particular Provisions

Clause 52.06 Car Parking
Clause 55 'Two or More Dwellings on a Lot'

General Provisions

Clause 65 'Decision Guidelines'

Incorporated Documents

There are no incorporated documents that relate to the consideration of this application.

Re 11 Webb St, Traralgon
Application permit is JG Couper

To Whom It May Concern

We would like to put our concerns and objective against the development of the three units being built and the subdivision at Webb Street Traralgon.

Webb Street Traralgon is already a busy road due to the recreation centre being so close, we object regarding the development because we have concerns regarding more vehicle's using this road and also have strong concerns regarding parking issues. At the moment there is a problem with parking and people parking on the side of the road which at times makes it difficult to drive through when there is cars parked along the side of the road, which makes it a safety issue.

Homes have been purchased in Webb Street because of the style of the homes and the location environment, we don't want to live next to units as we have always been long term residents and we fear that with units being built will cause the street not to be safe as there will be numerous people coming and going and fear the noise and location it will bring.

We believe that the land is not suitable in size to be subdivided and for units to be built and can't see how council can approve for a subdivision to go ahead? If this does go ahead more people would want to build units on their land in this street as they are smaller homes on bigger blocks however the blocks are not big enough to be subdivided.

We wish and plan to have Webb Street as heritage listing eventually as all the houses are old style which is the attraction to Webb Street and to Traralgon. Webb Street has a history which we would like to keep and not become a modern street. We would like to encourage people to keep the old style homes not to destroy them and build new units. We should be encouraging to keep the history of Traralgon homes.

We also have concerns that our homes will not hold its price value as no one want to purchase a home next to units.

We don't wish for this development to go ahead and hopefully understand where we are coming from and if this goes ahead the problems which may arise.

We hope you take our considerations into account when making this decision and can hopefully understand why we wish for this development to not go ahead.

Thank you for your time

Yours sincerely

Salve Scalia

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Re 11 Webb Street, Traralgon
Application permit to JG Cooper

To Whom It May Concern

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Thank you for your time

Yours sincerely



M. Geary

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
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1 MAR 2013	
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Re 11 Webb Street Traralgon
Application permit is JG Cooper

To Whom It May Concern

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Thank you for your time

Yours sincerely



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6 March 2013

JJC DESIGN

Latrobe City Council
Att: Jody Riordan - Planning Department
PO Box 264
Morwell Vic 3840



Re: Application No: 2012/275
Proposal: 3 Lot Subdivision & Three Unit Development
Property: 11 Webb Street, Traralgon

Dear Jody,

I respond to your letter dated 1st & 5th March 2013 regarding the objections for the above planning Application. I note that the 7 objections received are all identical (photo copied). So will respond to main the points raised.

1. *The objectors note that Webb Street is a busy road, and have concerns about Traffic movement, and parking.* – I note that Webb Street is not a Street in a Road zone, and would be classified as an Access road under the AUSTROADS standard, and would be designed for normal Neighbourhood access traffic (carrying less than 1000 vehicles per day). The extra traffic volume generated by this development would be minimal. The development has been designed to provide parking on site to cater for the size of the development. Each dwelling provides a single garaged parking space which is required for two bedroom dwellings. Because of the size of the development no additional parking is required. The rear two dwellings have the access way designed so that vehicles can exit the site in a forward direction. I note that this not a requirement for planning compliance, but has been provided for safe and efficient vehicle movements.

Therefore in regards to clause 55.03-9 Access objectives, and clause 52.06 Car Parking, the development meets the standards and objectives, and is compliant.

2. *The objectors note that land is not suitable to be subdivided.* We believe our application goes to prove that the site is suitable for Multi-residential development. Our development complies with all the standards of clause 55 of the planning scheme.

In regards further development in the area. Council would have to assess all new applications independently. Even if this application is successful, it would not guarantee future Multi-residential development within Web Street.

3. *The objectors note that they wish Webb Street to be Heritage listed.* – There are currently no Properties within Webb Street that are covered by a Heritage overlay. As such, no Heritage permit requirement exists for the site. I note that even if a Heritage overlay existed over the site, it would not exclude the site from being developed.

JJC Design Pty Ltd
Unit 3, 6 – 16 Rocla Road, P.O. Box 9390,
Traralgon, Vic 3844

P: 03 5176 1117
F: 03 5176 1107
E: info@jjcdesign.com.au

Melbourne Office P: 03 9429 2329
233 Pent Road
Richmond Vic 3121

4. *The objectors note they believe their properties will be devalued.* – This type of objection is not a planning consideration, and cannot be address under the planning scheme.

We hope we have answered the objector's queries. However to conclude we believe the development is appropriate, and is consistent with both State & Local Planning Policies. Which encourage, infill residential development throughout the existing urban area, especially in locations close to activity centers, areas of open space and areas with good public transport accessibility. All of which exist close to the site.

The Local planning policy encourages a wider variety of housing types. In particular smaller & more compact housing, and to provide best practice in modern housing design, and development, particularly for medium density housing.

We trust we have answered the issues raised, and hope this would avoid the need for further Planning mediation. However if a meeting is required, we would be happy to attend.

Please do not hesitate in calling if you have any further queries.

Sincerely


James Couper
Managing Director

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**ORDINARY COUNCIL MEETING AGENDA
01 JULY 2013 (CM413)**

16.4 ASSEMBLY OF COUNCILLORS

General Manager

Governance

For Decision

PURPOSE

The purpose of this report is to present to Council, the Assembly of Councillors forms submitted since the Ordinary Council Meeting held 6 May 2013.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

OFFICER COMMENTS

The following Assembly of Councillors took place between 21 February 2013 to 11 June 2013:

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
21 February 2013	Traralgon CBD Safety Meeting Traralgon Chamber of Commerce Business Safety Presentations, Night time bus service, CCTV cameras, 2013 - 2014 Committee Action Plan	Cr Sandy Kam, Cr Michael Rossiter Heather Farley Andrew Legge	NIL
21 March 2013	Traralgon CBD Safety Meeting Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, CCTV cameras, 2013 - 2014 Committee Action Plan	Cr Michael Rossiter Steven Tong David Lane	NIL
28 March 2013	Meeting to discuss Monash University / University of Ballarat proposal Discussion regarding the proposal for University of Ballarat to take over Monash University Gippsland (notes attached)	Cr Kam, Cr Gibbons, Cr O'Callaghan, Cr Sindt, Cr Middlemiss, Cr White Paul Buckley	NIL
4 April 2013	Meeting to discuss Monash University / University of Ballarat proposal Discussion regarding the proposal for University of Ballarat to take over Monash University Gippsland	Cr Kam, Cr Gibbons, Cr O'Callaghan, Cr Sindt, Cr Middlemiss, Cr White Paul Buckley Professor Ed Byrne Ian Nethercote Jane McLoughlin	NIL

ORDINARY COUNCIL MEETING AGENDA 01 JULY 2013 (CM413)

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
17 April 2013	<p>Latrobe City Cultural Diversity Advisory Committee Special Meeting</p> <p>The special meeting was being held to discuss public transport issues raised as an action by Committee members at the February 2013 Cultural Diversity Advisory Committee meeting.</p>	Cr Gibbons Steve Tong Heather Farley Teresa Pugliese	NIL
18 April 2013	<p>Traralgon CBD Safety Committee Meeting</p> <p>Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, Newsletter, Traralgon Police Alternative Building for Temporary Relocation, CCTV cameras, 2013 - 2014 Committee Action Plan</p>	Cr Michael Rossiter Steven Tong, Heather Farley, Andrew Legge, Mary Sharrock	NIL
24 April 2013	<p>Councillor Consultation regarding Municipal Public Health and Wellbeing Plan (MPHWP)</p> <p>Consultation to inform the development of the MPHWP; presentation of data on health and Wellbeing and discussion regarding Councillor views/ issues to inform the development of the plan</p>	Cr Kellie O'Callaghan, Cr Peter Gibbons, Cr Christine Sindt, Cr Darrel White, Cr Sandy Kam Regina Kalb, (Manage Healthy Communities) Amelie Ivkovic (Coordinator Healthy Communities)	NIL
29 April 2013	<p>Early Years Reference Committee</p> <p>Children's Services Plan. Best Start Partnership/Early Years reference Committee interface</p>	Cr Kellie O'Callaghan Jodie Pitkin (Manager Child and Family Services) Kate McCulley (Early Education Teacher) Carole Ayres (for provision of administration support, not a member of the committee)	NIL
29 April 2013	<p>Issues and Discussions Session</p> <p>4.1 Tonight's Presentations: Latrobe City Public Open Space Strategy, Planning Update, The Road Management Plan 4.2 Previous Presentations 7.1 New Issues 7.2 Outstanding Issues 13.1 Procurement Policy for Review 14.1 Information Management</p>	Cr Gibson, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr White Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones, Zemeel Saba, Jacinta Saxton, David Elder	<p>Cr Harriman declared a Conflict of Interest in Item 4.1 – Tonight's Presentations: Planning Update – TGAR & Traralgon North Development Plan</p> <p>Cr O'Callaghan declared a Conflict of Interest in Item 4.1 – Tonight's Presentations: Planning</p>

ORDINARY COUNCIL MEETING AGENDA 01 JULY 2013 (CM413)

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
	Policy		Update - NovaPower
8 May 2013	Monash University future direction discussion with Russell Broadbent, Member for McMillan Monash University future direction	CrHarriman, Cr White, Cr Peter Gibbons, Cr Gibson and Cr Sindt Allison Jones	NIL
13 May 2013	Issues and Discussions Session 4.2 Previous Presentations 7.1 New Issues 7.2 Outstanding Issues 9.2 For Discussion – Agenda for Local MP Briefing- May 2013 13.1 Councillor Code of Conduct 13.2 Recording of Council Meetings 13.3 Review of Council Policy – Civic and Ceremonial Functions Policy 13.4 Review of Procurement Policy	Cr Gibbons, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O’Callaghan, Cr Rossiter, Cr Sindt, Cr White Paul Buckley, Michael Edgar, Carol Jeffs, Zemeel Saba, Jacinta Saxton, Grantley Switzer	NIL
15 May 2013	Latrobe City Cultural Diversity Advisory Committee Meeting Updated Priority Areas (for the Committee) document discussed Latrobe City Settlement Committee, minutes of 25 february 2013 and 22 April 2013 meeting tabled. Nomination for Social/Ethnic Group representative, Latrobe Regional Mosque - Tanveer Hasan Members to speak of their culture and key customs and traditions - Dr Graham Dettrick Upcoming Citizenship Days (2013) Committee Members attendance at meetings Cultural Diversity Advisory Committee Name Badges, protocol and register Latrobe City Harmony Day Lunch, report back Guest Speaker – 14 August 2013 Committee meeting Municipal Association of Victoria Statement of Commitment to Cultural Diversity, 2012	Cr Peter Gibbons Teresa Pugliese	NIL
16 May 2013	Traralgon CBD Safety Committee Meeting Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, Traralgon Police Alternative Building for	Cr Michael Rossiter Steven Tong David Lane	NIL

**ORDINARY COUNCIL MEETING AGENDA
01 JULY 2013 (CM413)**

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
	Temporary Relocation, CCTV cameras, 2013 - 2014 Committee Action Plan		
21 May 2013	<p>Meeting with Minister Denis Naphine, Premier, Minister for Regional Cities</p> <p>Regional City Status Heavy Industry Park Project (Former Lurgi site) Gippsland Logistics Precinct Port of Hastings Rail Transport Moe Rail Precinct Revitalisation Project Gippsland Regional Aquatic Facility Monash University McClure Court Traralgon - VCAT</p>	<p>Cr Kam, Cr White, Cr Harriman, Cr Gibbons, Cr O'Callaghan</p> <p>Paul Buckley</p>	NIL
21 May 2013	<p>Churchill and District Hub Advisory Committee</p> <p>Four Year Strategic plan development for the Churchill Hub</p>	<p>Cr White Jodie Pitkin (Manager Child and Family Services) Carole Ayres (administration support)</p>	NIL
21 May 2013	<p>Disability Reference Committee</p> <ul style="list-style-type: none"> -Gathering previous information regarding non-compliant accessible parking bays. -Hard copies of maps indicating accessible parking bays to be included in March minutes. -From current locations discuss if the location of accessible parking bays are still appropriate -Copy of website presentation to be sent with the March minutes -Attach the Disability Services Officer report to March minutes -Invitation to Russell Northe to attend the meeting with Andrea Cootes -Review the Disability Reference Committee Terms of Reference -Disability Services Officer report -Gippsland Linking Local Action Network (GLLAN) -Around the table catch up 	<p>Cr Kellie O'Callaghan Karleen Plunkett, Joedy Meers, Steve Tong (Guest), Gerared Engel (Guest), Neil Churton (Guest) Mary Sharrock (Minute Taker).</p>	NIL

ORDINARY COUNCIL MEETING AGENDA 01 JULY 2013 (CM413)

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
27 May 2013	<p>Issues and Discussions Session</p> <p>4.1 Tonight's Presentation: Planning Update</p> <p>4.3 Future Presentations</p> <p>6.1 Forward Planner</p> <p>7.1 Outstanding Issues</p> <p>7.2 New Issues</p> <p>11.1 Agreement for Statewide Autistic Services Inc to Carry out Clean Up Works on Council Parks and Property</p> <p>13.1 Public Holidays Act 1993 – 2013 Melbourne Cup Public Holiday</p> <p>13.2 Procurement Policy Review</p> <p>13.3 Traralgon North Development Plan and Development Contribution Plan</p> <p>14.1 Draft Council Plan Concept Design Discussions</p>	<p>Cr Gibbons, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr Sindt, Cr White</p> <p>Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones, Zemeel Saba, Jacinta Saxton, Grantley Switzer</p>	<p>Cr Harriman advised the Councillors that he had an interest in Item 13.3 Traralgon North Development Plan and Development Contribution Plan.</p>
28 May 2013	<p>Link Committee Meeting</p> <p>Planning potential stories for July edition of Link</p> <p>Confirming themed stories</p> <p>Suggesting contacts for themed stories</p>	<p>Cr Middlemiss Cr Kam Jacinta Saxton (Manager Community Relations) Shuk Yin Liew, (Coordinator Communications) Vicky Daddo (Communications Officer)</p>	NIL
5 June 2013	<p>Latrobe Tourism Advisory Board</p> <p>Social Media for Latrobe City Council. Destination Gippsland Draft Tourism Master Plan 2013-2018.</p>	<p>Cr White, Cr Sindt</p> <p>Geoff Hill, Linda Brock, David Elder, Kellie Collinson</p>	NIL
5 June 2013	<p>Braiakaulung Advisory Committee</p> <p>See attached agenda</p>	<p>Cr Darrell White, Cr Kellie O'Callaghan Deb Brown, Steve Tong, Chelsea Stewart, Ronald Edwards, Joanne Brunt, Rebecca Brown</p>	NIL
11 June 2013	<p>Issues & Discussions Session</p> <p>5.2 Previous Presentations</p> <p>5.4 Future Presentations – Outside Issues & Discussion Sessions</p> <p>8.1 Outstanding Issues</p> <p>8.2 New Issues</p> <p>12.1 2013-14 Community Grants Program – Schedule</p> <p>12.2 Traralgon to Morwell Shared Pathway Feasibility Study –</p>	<p>Cr Gibbons, Cr Gibson, Cr Harriman, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr Sindt, Cr White</p> <p>Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones,</p>	<p>Cr O'Callaghan declared an indirect interest under Section 78A of the Local Government Act 1989 in Item 8.2 New Issues: Councillor Harriman indicated discussion relation to Nova Power site.</p> <p>Cr White advised the</p>

**ORDINARY COUNCIL MEETING AGENDA
01 JULY 2013 (CM413)**

Date:	Assembly Details / Matters Discussed:	In Attendance:	Conflicts of Interest Declared:
	Update Report 12.3 Information Pertaining to 2012/13 Fees and Charges Submissions 13.1 Extension of Timelines for Development of the Latrobe City Municipal Public Health and Wellbeing Plan (2013-17) 15.1 Draft Council Plan 2013-2017 In Design	Jacinta Saxton, Grantley Switzer	Councillors that he has an interest in Item 12.3 Information Pertaining to 2012/13 Fees and Charges Submissions due to a relative providing a submission.

Attachments

1. Assembly of Councillor Attachment - NC - 1 July 2013

RECOMMENDATION

-
- **That Council note this report.**

16.4

Assembly of Councillors

- 1 Assembly of Councillor Attachment - NC - 1 July 2013 403**



Assembly of Councillors Record

Assembly details: Traralgon CBD Safety Meeting

Date: Thursday, 21 February 2013

Time: 9.00 am - 10.00 am

Assembly Location: Traralgon Police Station, Kay Street Traralgon.

In Attendance:

Councillors: Sandy Kam, Michael Rossiter

Officer/s: Heather Farley, Andrew Legge

Matter/s Discussed: Traralgon Chamber of Commerce Business Safety Presentations, Night time bus service, CCTV cameras, 2013 - 2014 Committee Action Plan

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Andrew Legge



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"*Assembly of Councillors* (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing at least 5 Councillors and 1 Council staff member are present and the matter/s considered are intended or likely to be subject of a future decision by the Council OR an officer decision under delegated authority.

Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.

Please note: an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



Assembly of Councillors Record

Assembly details: Traralgon CBD Safety Meeting

Date: Thursday, 21 March 2013

Time: 9.00 am - 10.00 am

Assembly Location: Traralgon Police Station, Kay Street Traralgon.

In Attendance:

Councillors: Michael Rossiter

Officer/s: Steven Tong, David Lane

Matter/s Discussed: Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, CCTV cameras, 2013 - 2014 Committee Action Plan

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: David Lane



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"*Assembly of Councillors* (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
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- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing at least 5 Councillors and 1 Council staff member are present and the matter/s considered are intended or likely to be subject of a future decision by the Council OR an officer decision under delegated authority.

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- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Assembly of Councillors Record

Assembly details: Meeting to discuss Monash University / University of Ballarat proposal

Date: 28 March 2013

Time: 8.00 am - 10.30 am

Assembly Location: Nambur Wariga, Latrobe City Council

In Attendance:

Councillors: Cr Sandy Kam, Cr Peter Gibbons, Cr Kellie O'Callaghan, Cr Christine Sindt, Cr Graeme Middlemiss, Cr Darrell White

Officer/s: Paul Buckley, Chief Executive Officer

Matter/s Discussed: Discussion regarding the proposal for University of Ballarat to take over Monash University Gippsland (notes attached)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Paul Buckley



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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2. Section 76AA definition:

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Section 80A(3)

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Assembly of Councillors Record

Assembly details: Meeting to discuss Monash University / University of Ballarat proposal

Date: 04/04/2013

Time: 11.30 am - 1.30 pm

Assembly Location: Nambur Wariga, Latrobe City Council

In Attendance:

Councillors: Cr Sandy Kam, Cr Peter Gibbons, Cr Kellie O'Callaghan, Cr Christine Sindt, Cr Graeme Middlemiss, Cr Darrell White

Officer/s: Paul Buckley, Chief Executive Officer

Professor Ed Byrne, VC, Monash University, Ian Nethercote, Chair Gippsland Campus Advisory Committee & Jane McLoughlin, Chief of Staff and Director, Office of the Vice-Chancellor and President, Monash University.

Matter/s Discussed: Discussion regarding the proposal for University of Ballarat to take over Monash University Gippsland

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Paul Buckley



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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- the Council; or
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3. Section 80A and 80B requirements (re: Conflict of Interest):

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Section 80A(3)

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Section 80B

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Latrobe City Cultural Diversity Advisory Committee Special Meeting

Date: 17 April 2013

Time: 4.00 pm

Assembly Location: Maryvale Crescent Senior Citizens Centre, Morwell

In Attendance:

Councillors: Cr Peter Gibbons

Officer/s: Steve Tong – Community Development Manager,
Heather Farley – Coordinator, Community Strengthening
Teresa Pugliese – Community Development Officer, Latrobe City

Matter/s Discussed: The special meeting was being held to discuss public transport issues raised as an action by Committee members at the February 2013 Cultural Diversity Advisory Committee meeting.

Harvey Dinelli, Transport Coordination Manager, Gippsland Region, Department of Transport, Planning and Local Infrastructure.

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Teresa Pugliese



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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2. Section 76AA definition:

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Brief Explanation:

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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

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Section 80A(3)

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Assembly of Councillors Record

Assembly details: Traralgon CBD Safety Committee Meeting

Date: Thursday, 18 April 2013

Time: 9.00 am - 10.20 am

Assembly Location: Traralgon Police Station, Kay Street Traralgon.

In Attendance:

Councillors: Michael Rossiter

Officer/s: Steven Tong, Heather Farley, Andrew Legge, Mary Sharrock

Matter/s Discussed: Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, Newsletter, Traralgon Police Alternative Building for Temporary Relocation, CCTV cameras, 2013 - 2014 Committee Action Plan

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: David Lane



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

Assembly details: Councillor Consultation regarding Municipal Public Health and Wellbeing Plan (MPHWP)

Date: Wed 24 April 2013

Time: 6.30 – 9.00 pm

Assembly Location: Nambar Wariga Meeting Room, Latrobe City Council Offices, Morwell

In Attendance:

Councillors: Kellie O'Callaghan, Peter Gibbons, Christine Sindt, Darrel White, Sandy Kam

Officer/s: Regina Kalb, (Manage Healthy Communities) Amelie Ivkovic (Coordinator Healthy Communities)

Matter/s Discussed: Consultation to inform the development of the MPHWP; presentation of data on health and Wellbeing and discussion regarding Councillor views/ issues to inform the development of the plan

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Regina Kalb (Manager Healthy Communities)



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

Assembly details: Early Years Reference Committee

Date: 29 April 2013

Time: 1:00pm – 3:00pm

Assembly Location: Latrobe City Council headquarters, Commercial Road, Morwell

In Attendance:

Councillors: Cr Kellie O'Callaghan

Officer/s: Jodie Pitkin, Manager Child and Family Services, Kate McCulley, Early Education Teacher and Carole Ayres (for provision of administration support, not a member of the committee)

Matter/s Discussed: Children's Services Plan. Best Start Partnership/Early Years reference Committee interface

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Jodie Pitkin



Assembly of Councillors Record Explanation / Guide Notes

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1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



Assembly of Councillors Record

Assembly details: Issues and Discussions Session

Date: Monday, 29 April 2013

Time: 6:00 PM

Assembly Location: Nambur Wariga Meeting Room, Latrobe City Council Offices, Commercial Road, Morwell

In Attendance:

Councillors: Cr Gibson, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr White

Officer/s: Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones, Zemeel Saba, Jacinta Saxton, David Elder

Matter/s Discussed:

4.1 Tonight's Presentations: Latrobe City Public Open Space Strategy, Planning Update, The Road Management Plan

4.2 Previous Presentations

7.1 New Issues

7.2 Outstanding Issues

13.1 Procurement Policy for Review

14.1 Information Management Policy

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Cr Harriman declared a Conflict of Interest in Item 4.1 – Tonight's Presentations: Planning Update – TGAR & Traralgon North Development Plan

Cr O'Callaghan declared a Conflict of Interest in Item 4.1 – Tonight's Presentations: Planning Update - NovaPower

Officer/s: NIL

Times that Officers / Councillors left/returned to the room:

Cr Harriman left the Chamber due to a conflict of interest at 6.31 pm and returned at 7.40pm.

Cr O'Callaghan left the Chamber due to a conflict of interest at 7.32pm and returned at 7.34pm.

Completed by: Meagan Bennetts



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
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Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

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Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

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Assembly of Councillors Record

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Assembly details: Monash University future direction discussion with Russell Broadbent, Member for McMillan

Date: Wednesday, 8 May 2013

Time: 4.00 pm

Assembly Location: Meeting room 6, Latrobe City Council Corporate Headquarters

In Attendance:

Councillors: Councillor Dale Harriman, Councillor Darrell White, Councillor Peter Gibbons, Councillor Sharon Gibson and Councillor Christine Sindt

Officer/s: Allison Jones

Matter/s Discussed: Monash University future direction

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: Councillor Christine Sindt arrived at 4.10 pm

Completed by: Allison Jones



Assembly of Councillors Record Explanation / Guide Notes

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Assembly of Councillors Record

Assembly details: Issues and Discussions Session

Date: Monday, 13 May 2013

Time: 6:00 PM

Assembly Location: Nambur Wariga Meeting Room, Latrobe City Council Offices, Commercial Road, Morwell

In Attendance:

Councillors: Cr Gibbons, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr Sindt, Cr White

Officer/s: Paul Buckley, Michael Edgar, Carol Jeffs, Zemeel Saba, Jacinta Saxton, Grantley Switzer

Matter/s Discussed:

4.2 Previous Presentations

7.1 New Issues

7.2 Outstanding Issues

9.2 For Discussion – Agenda for Local MP Briefing- May 2013

13.1 Councillor Code of Conduct

13.2 Recording of Council Meetings

13.3 Review of Council Policy – Civic and Ceremonial Functions Policy

13.4 Review of Procurement Policy

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Meagan Bennetts



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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3. Section 80A and 80B requirements (re: Conflict of Interest):

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Section 80B

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Assembly of Councillors Record

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Assembly details: Latrobe City Cultural Diversity Advisory Committee Meeting

Date: 15 May 2013

Time: 5.00 pm

Assembly Location: Nambur Wariga Room, Latrobe City Corporate Headquarters, 141 Commercial Road Morwell, Morwell

In Attendance:

Councillors: Cr Peter Gibbons

Officer/s: Teresa Pugliese – Acting Coordinator Community Strengthening, Latrobe City

Matter/s Discussed:

Updated Priority Areas (for the Committee) document discussed

Latrobe City Settlement Committee, minutes of 25 february 2013 and 22 April 2013 meeting tabled.

Nomination for Social/Ethnic Group representative, Latrobe Regional Mosque - Tanveer Hasan

Members to speak of their culture and key customs and traditions - Dr Graham Dettrick
Upcoming Citizenship Days (2013)

Committee Members attendance at meetings

Cultural Diversity Advisory Committee Name Badges, protocol and register

Latrobe City Harmony Day Lunch, report back

Guest Speaker – 14 August 2013 Committee meeting

Municipal Association of Victoria Statement of Commitment to Cultural Diversity, 2012

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Teresa Pugliese



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

Assembly details: Traralgon CBD Safety Committee Meeting

Date: Thursday, 16 May 2013

Time: 9.00 am - 9.35 am

Assembly Location: Traralgon Police Station, Kay Street Traralgon.

In Attendance:

Councillors: Michael Rossiter

Officer/s: Steven Tong, David Lane

Matter/s Discussed: Traralgon Chamber of Commerce Business Safety Presentations, Late Night bus service, Traralgon Police Alternative Building for Temporary Relocation, CCTV cameras, 2013 - 2014 Committee Action Plan

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: David Lane



Assembly of Councillors Record Explanation / Guide Notes

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1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

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Assembly details: Meeting with Minister Denis Napthine, Premier, Minister for Regional Cities.

Date: 21/05/13

Time: 12.30 pm - 2.00 pm

Assembly Location: Nambur Wariga, Latrobe City Council HQ

In Attendance:

Councillors: Cr Sandy Kam, Cr Darrell White, Cr Dale Harriman, Cr Peter Gibbons, Cr Kellie O'Callaghan

Officer/s: Paul Buckley

Matter/s Discussed:

Regional City Status
Heavy Industry Park Project (Former Lurgi site)
Gippsland Logistics Precinct
Port of Hastings
Rail Transport
Moe Rail Precinct Revitalisation Project
Gippsland Regional Aquatic Facility
Monash University
McClure Court Traralgon - VCAT

Are the matters considered confidential under the Local Government Act:NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Stacey Greenwood



Assembly of Councillors Record Explanation / Guide Notes

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Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
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Assembly of Councillors Record

Assembly details: Churchill and District Hub Advisory Committee

Date: 21 May 2013

Time: 5:00pm – 6:00pm

Assembly Location: Churchill Hub, Phillip Parade, Churchill

In Attendance:

Councillors: Cr White

Officer/s: Jodie Pitkin, Manager Child and Family Services and Carole Ayres (administration support)

Matter/s Discussed: Four Year Strategic plan development for the Churchill Hub

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Jodie Pitkin, Manager Child and Family Services



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

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- to be reported to an Ordinary meeting of the Council; and
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2. Section 76AA definition:

"*Assembly of Councillors* (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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Brief Explanation:

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- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

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- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Assembly of Councillors Record

Assembly details: Disability Reference Committee

Date: 21 May 2013

Time: 1.00 pm to 3.00 pm

Assembly Location: Workshop Room, Latrobe Regional Gallery, Commercial Road, Morwell

In Attendance:

Councillors: Cr Kellie O'Callaghan

Officer/s: Karleen Plunkett, Joedy Meers, Steve Tong (Guest), Gerared Engel (Guest), Neil Churton (Guest) and Mary Sharrock (Minute Taker).

Matter/s Discussed:

- Gathering previous information regarding non-compliant accessible parking bays.
- Hard copies of maps indicating accessible parking bays to be included in March minutes.
- From current locations discuss if the location of accessible parking bays are still appropriate
- Copy of website presentation to be sent with the March minutes
- Attach the Disability Services Officer report to March minutes
- Invitation to Russell Northe to attend the meeting with Andrea Cootes
- Review the Disability Reference Committee Terms of Reference
- Disability Services Officer report
- Gippsland Linking Local Action Network (GLLAN)
- Around the table catch up

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Mary Sharrock



Assembly of Councillors Record Explanation / Guide Notes

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1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Section 80A(3)

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Assembly of Councillors Record

Assembly details: Issues and Discussions Session

Date: Monday, 27 May 2013

Time: 6:00 PM

Assembly Location: Nambur Wariga Meeting Room, Latrobe City Council Offices, Commercial Road, Morwell

In Attendance:

Councillors: Cr Gibbons, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr Sindt, Cr White

Officer/s: Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones, Zemeel Saba, Jacinta Saxton, Grantley Switzer

Matter/s Discussed:

4.1 Tonight's Presentation: Planning Update

4.3 Future Presentations

6.1 Forward Planner

7.1 Outstanding Issues

7.2 New Issues

11.1 Agreement for Statewide Autistic Services Inc to Carry out Clean Up Works on Council Parks and Property

13.1 Public Holidays Act 1993 – 2013 Melbourne Cup Public Holiday

13.2 Procurement Policy Review

13.3 Traralgon North Development Plan and Development Contribution Plan

14.1 Draft Council Plan Concept Design Discussions

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Cr Harriman advised the Councillors that he had an interest in Item 13.3 Traralgon North Development Plan and Development Contribution Plan.

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Meagan Bennetts



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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Assembly of Councillors Record

Assembly details: Link Committee Meeting

Date: 28 May 2013

Time: 12.30pm

Assembly Location:

Meeting Room 4, corporate headquarters, Commercial Road Morwell

In Attendance:

Councillors: Cr Middlemiss and Cr Kam

Officer/s: Jacinta Saxton, manager community relations; Shuk Yin Liew, coordinator communications; Vicky Daddo, communications officer

Matter/s Discussed:

Planning potential stories for July edition of Link
Confirming themed stories
Suggesting contacts for themed stories

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Vicky Daddo, Communications Officer



Assembly of Councillors Record Explanation / Guide Notes

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1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Latrobe Tourism Advisory Board

Date: 5 June 2013

Time: 5.32pm

Assembly Location: Nambur Wariga meeting room, Latrobe City Council Head Quarters, Morwell

In Attendance:

Councillors: Cr Darrell White, C Christine Sindt

Officer/s: Geoff Hill, Linda Brock, David Elder, Kellie Collinson

Matter/s Discussed: Social Media for Latrobe City Council. Destination Gippsland Draft Tourism Master Plan 2013-2018.

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: Cr Sindt left the room at 5.56pm and returned at 5.57pm

Completed by: Linda Brock



Assembly of Councillors Record Explanation / Guide Notes

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Braiakaulung Advisory Committee

Agenda

5 June 2013

Meeting	Braiakaulung Advisory Committee	
Date	Wednesday, 5 June 2013	
Time	Start 10.30 am	Finish 12.00 midday
Venue	Meeting Room, Latrobe Regional Gallery	
Chairperson		

Apologies: Sharon Thompson, Anne-Maree Kaser, Angela Leviston, Stephen Walsh, Samantha Fenton, Brenda Aitkin, Mark Dodd, Mariana Cooper

Guest Speakers

No	Item Description / Action	Owner
1	Troy McDonald- Department of Human Services Strategy and Planning Unit	Troy McDonald

Agenda Items

No	Item Description / Action	Owner
1	Welcome and Introduction	Chair
2	Minutes from previous meetings 6 February 2013 and 3 April 2013	Chair
3	Business Arising	
3.1	Gippsland Heritage Walk- Portraying of Indigenous History on two of the stations	Deb Brown
3.2	National Reconciliation Week - 27 May to 3 June	All
3.3	Development and Exhibition of a History Timeline At the previous meeting, it was agreed that "Latrobe City Council give consideration to the development and exhibition of a timeline for either National Reconciliation Week or NAIDOC Week of the history of Latrobe City's and the local indigenous community's involvement.	Steve Tong
4	Members Reports	All



Braiakaulung Advisory Committee

Agenda

5 June 2013

5	General Business	
5.1	Aboriginal Liaison Officer Introduction	Chelsea Stewart
5.2	NAIDOC Week 2013 – 3 July to 10 July The theme for NAIDOC Week 2013 is “We value the vision: Yirrkala Bark Petitions 1963”.	All
5.3	Meet the Mob Doin’ the Job Day	Shannon Nicholson
5.4	Guest Speakers for future meetings	All
6	Next Meeting The next meeting is scheduled for Wednesday, 7 August 2013, from 10.30 am to 12.00 noon at the Meeting Room at the Latrobe Regional Gallery. Remaining meeting dates for 2013 are: 2 October and 4 December 2013.	
7	Close	



Assembly of Councillors Record

Assembly details: Braiakaulung Advisory Committee

Date: 5th June 2013

Time: 10.30 am

Assembly Location: Latrobe Regional Gallery

In Attendance:

Councillors: Cr Darrell White, Cr Kellie O'Callghan

Officer/s: Deb Brown, Steve Tong, Chelsea Stewart, Ronald Edwards, Joanne Brunt, Rebecca Brown

Matter/s Discussed: See attached agenda

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: NIL

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Chelsea Stewart



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Assembly of Councillors Record

Assembly details: Issues and Discussions Session

Date: Tuesday, 11 June 2013

Time: 6:00 PM

Assembly Location: Nambur Wariga Meeting Room, Latrobe City Council Offices, Commercial Road, Morwell

In Attendance:

Councillors: Cr Gibbons, Cr Gibson, Cr Harriman, Cr Middlemiss, Cr O'Callaghan, Cr Rossiter, Cr Sindt, Cr White

Officer/s: Paul Buckley, Michael Edgar, Carol Jeffs, Allison Jones, Jacinta Saxton, Grantley Switzer

Matter/s Discussed:

- 5.2 Previous Presentations
- 5.4 Future Presentations – Outside Issues & Discussion Sessions
- 8.1 Outstanding Issues
- 8.2 New Issues
- 12.1 2013-14 Community Grants Program – Schedule
- 12.2 Traralgon to Morwell Shared Pathway Feasibility Study – Update Report
- 12.3 Information Pertaining to 2012/13 Fees and Charges Submissions
- 13.1 Extension of Timelines for Development of the Latrobe City Municipal Public Health and Wellbeing Plan (2013-17)
- 15.1 Draft Council Plan 2013-2017 In Design

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Cr O'Callaghan declared an indirect interest under Section 78A of the Local Government Act 1989 in Item 8.2 New Issues: Councillor Harriman indicated discussion relation to Nova Power site.

Cr White advised the Councillors that he has an interest in Item 12.3 Information Pertaining to 2012/13 Fees and Charges Submissions due to a relative providing a submission.

Officer/s: NIL

Times that Officers / Councillors left/returned to the room: Cr O'Callaghan left the meeting at 6.21pm and returned at 6.24pm

Completed by: Meagan Bennetts



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing **at least 5 Councillors and 1 Council staff member are present** and the matter/s considered are intended or likely to be subject of a future decision by the Council **OR** an officer decision under delegated authority.

Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.

Please note: an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: Conflict of Interest):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.

ORGANISATIONAL EXCELLENCE

17. ORGANISATIONAL EXCELLENCE

Nil reports

MEETING CLOSED TO THE PUBLIC

18. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the Local Government Act 1989 enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

RECOMMENDATION

That the Ordinary Meeting of Council closes this meeting to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the Local Government Act (LGA) 1989 for the reasons indicated:

18.1 ADOPTION OF MINUTES

Agenda item Adoption of Minutes is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.2 CONFIDENTIAL ITEMS

Agenda item Confidential Items is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.3 COUNCILLORS QUARTERLY EXPENSES REPORT – JANUARY 2013 - MARCH 2013

This matter is considered to be confidential under Section 89(2) (h) of the Local Government Act 1989, as it deals with a matter which the Council or special committee considers would prejudice the Council or any person.

18.4 SPORTING SPONSORSHIP APPLICATION

This matter is considered to be confidential under Section 89(2) (h) of the Local Government Act 1989, as it deals with a matter which the Council or special committee considers would prejudice the Council or any person.

18.5 ASSEMBLY OF COUNCILLORS

This matter is considered to be confidential under Section 89(2) (h) of the Local Government Act 1989, as it deals with a matter which the Council or special committee considers would prejudice the Council or any person.

18.6 REVIEW OF GOVERNANCE PROCESSES ASSOCIATED WITH THE MACP/MRPRP

This matter is considered to be confidential under Section 89(2) (h) of the Local Government Act 1989, as it deals with a matter which the Council or special committee considers would prejudice the Council or any person.

18.7 LCC-70 PROVISION OF URBAN TREE PRUNING

This matter is considered to be confidential under Section 89(2) (d) of the Local Government Act 1989, as it deals with contractual matters.