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Our ref: PP\_2013\_SHOAL\_002\_00 (13/19105)  
Your ref: 47831E (D13/291283)

Mr Russell Pigg  
General Manager  
Shoalhaven City Council  
PO Box 42  
NOWRA NSW 2541

Dear Mr Pigg,

**Planning proposal to amend Shoalhaven Local Environmental Plan 2013**

I am writing in response to your Council's letter dated 18 November 2013 requesting a Gateway determination under section 56 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") in respect of the planning proposal to rezone eleven (11) existing caravan park sites and associated land within the Shoalhaven Local Government Area to SP3 Tourist zone.

As delegate of the Minister for Planning and Infrastructure, I have now determined the planning proposal should proceed subject to the conditions in the attached Gateway determination.

I have also agreed the planning proposal's inconsistencies with S117 Directions 2.1 Environment Protection Zones, 3.1 Residential Zones, 4.1 Acid Sulfate Soils and 4.3 Flood Prone Land are of minor significance. No further approval is required in relation to these Directions.

Council is encouraged to consider applying an appropriate minimum lot size to the subject land to prevent future subdivision that could undermine the use of the land for tourism. If Council considers a minimum lot size appropriate, the relevant maps should be included with the planning proposal for the purposes of public exhibition.

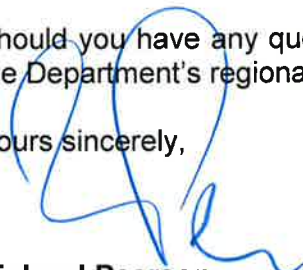
The Minister delegated his plan making powers to councils in October 2012. It is noted that Council has requested to be issued with delegation for this planning proposal. I have considered the nature of Council's planning proposal and have decided to issue an authorisation for Council to exercise delegation to make this plan.

The amending Local Environmental Plan (LEP) is to be finalised within 9 months of the week following the date of the Gateway determination. Council should aim to commence the exhibition of the planning proposal as soon as possible. Council's request to draft and finalise the LEP should be made directly to Parliamentary Counsel's Office 6 weeks prior to the projected publication date. A copy of the request should be forwarded to the Department for administrative purposes.

The State Government is committed to reducing the time taken to complete LEPs by tailoring the steps in the process to the complexity of the proposal, and by providing clear and publicly available justification for each plan at an early stage. In order to meet these commitments, the Minister may take action under section 54(2)(d) of the EP&A Act if the time frames outlined in this determination are not met.

Should you have any queries in regard to this matter, I have arranged for Mr George Curtis of the Department's regional office to assist you. Mr Curtis can be contacted on (02) 4224 9450.

Yours sincerely,



**Richard Pearson**  
**Deputy Director General**  
**Growth Planning & Delivery**

19/12/13

Encl:

Gateway Determination

Written Authorisation to Exercise Delegation

Attachment 5 – Delegated Plan Making Reporting Template

## Gateway Determination

**Planning proposal (Department Ref: PP\_2013\_SHOAL\_002\_00):** to rezone certain lands within the Shoalhaven Local Government Area to SP3 Tourist zone.

I, the Deputy Director General, Growth Planning and Delivery at the Department of Planning and Infrastructure as delegate of the Minister for Planning and Infrastructure, have determined under section 56(2) of the EP&A Act that an amendment to the Shoalhaven Local Environmental Plan (LEP) 2013 to rezone eleven (11) existing caravan park sites and associated land within the Shoalhaven Local Government Area to SP3 Tourist zone should proceed subject to the following conditions:

1. Council is to update the planning proposal to include Terrestrial Biodiversity, Watercourses, Acid Sulfate Soils, Flood Planning Area and Scenic Protection Maps, which are at an appropriate scale and clearly identify the subject lands and are consistent with the Department's 'Standard technical requirements for LEP maps'. This is to be done prior to making the plan.
2. Community consultation is required under sections 56(2)(c) and 57 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") as follows:
  - (a) the planning proposal is classified as low impact as described in *A Guide to Preparing LEPs (Department of Planning & Infrastructure 2013)* and must be made publicly available for a minimum of **14 days**; and
  - (b) the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of *A Guide to Preparing LEPs (Department of Planning & Infrastructure 2013)*.
3. Consultation is required with the following public authorities under section 56(2)(d) of the EP&A Act and/or to comply with the requirements of relevant S117 Directions:
  - Office of Environment and Heritage
  - NSW Trade and Investment (Crown Lands)Each public authority is to be provided with a copy of the planning proposal and any relevant supporting material, and given at least 21 days to comment on the proposal.
4. A public hearing is not required to be held into the matter by any person or body under section 56(2)(e) of the EP&A Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
5. The timeframe for completing the LEP is to be **9 months** from the week following the date of the Gateway determination.

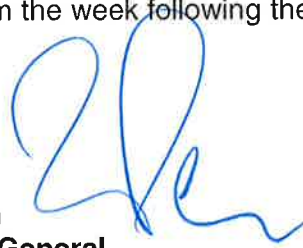
Dated

19

day of

December

2013.



Richard Pearson  
Deputy Director General  
Growth Planning & Delivery  
Department of Planning and Infrastructure

Delegate of the Minister for Planning and  
Infrastructure



## WRITTEN AUTHORISATION TO EXERCISE DELEGATION

Shoalhaven City Council is authorised to exercise the functions of the Minister for Planning and Infrastructure under section 59 of the *Environmental Planning and Assessment Act 1979* that are delegated to it by instrument of delegation dated 14 October 2012, in relation to the following planning proposal:

| Number               | Name                                                                                                                                                     |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| PP_2013_SHOAL_002_00 | Planning proposal to rezone eleven (11) existing caravan park sites and associated land within the Shoalhaven Local Government Area to SP3 Tourist zone. |

In exercising the Minister's functions under section 59, the Council must comply with the Department's "*A guide to preparing local environmental plans*" and "*A guide to preparing planning proposals*".

Dated 19 December 2013

**Richard Pearson**  
Deputy Director General  
Growth Planning & Delivery

## Attachment 5 – Delegated plan making reporting template

### Reporting template for delegated LEP amendments

#### Notes:

- Planning proposal number will be provided by the department following receipt of the planning proposal
- The department will fill in the details of Tables 1 and 3
- RPA is to fill in details for Table 2
- If the planning proposal is exhibited more than once, the RPA should add additional rows to **Table 2** to include this information
- The RPA must notify the relevant contact officer in the regional office in writing of the dates as they occur to ensure the department's publicly accessible LEP Tracking System is kept up to date
- A copy of this completed report must be provided to the department with the RPA's request to have the LEP notified

**Table 1 – To be completed by the department**

| Stage                               | Date/Details         |
|-------------------------------------|----------------------|
| Planning Proposal Number            | PP_2013_SHOAL_002_00 |
| Date Sent to Department under s56   | 18/11/2013           |
| Date considered at LEP Review Panel | 12/12/2013           |
| Gateway determination date          | 19/12/2013           |

**Table 2 – To be completed by the RPA**

| Stage                                           | Date/Details | Notified Reg Off |
|-------------------------------------------------|--------------|------------------|
| Dates draft LEP exhibited                       |              |                  |
| Date of public hearing (if held)                |              |                  |
| Date sent to PCO seeking Opinion                |              |                  |
| Date Opinion received                           |              |                  |
| Date Council Resolved to Adopt LEP              |              |                  |
| Date LEP made by GM (or other) under delegation |              |                  |
| Date sent to DP&I requesting notification       |              |                  |

**Table 3 – To be completed by the department**

| Stage                         | Date/Details |
|-------------------------------|--------------|
| Notification Date and details |              |

#### Additional relevant information: