

10/07/2020

Bob Chambers
BBC Planners

By email only: bob.chambers@bbcplanners.com.au

Dear Bob

**Pre-Lodgement Meeting, Possible Planning Proposal for 'Willinga Park',
Lot 21 DP 1217069 and Lot 33 DP 1259627, Bawley Point**

I refer to the draft planning proposal (rezoning) report for 'Willinga Park' at Bawley Point, and pre-lodgement meeting between Council staff, yourself and Kirsty Vogel via Teams at 2 pm on 25 June 2020. The purpose of this letter is to outline matters discussed at the pre-lodgement meeting, and to provide preliminary feedback on matters that will need to be addressed if you intend to formally submit a planning proposal (PP) application for the site. It is stressed that this is preliminary feedback and other matters may be identified.

Attendees

BBC Planners: Bob Chambers, Kirsty Vogel

Council: Peter Johnston, Trevor Cronk, Shannan Perry-Hall, Robert Domm, Kelie Clarke, Ali Sevenler, Ben Coddington, Gordon Clark, Eric Hollinger

Matters discussed

- Gordon Clark (Strategic Planning Manager) opened the meeting and invited Bob Chambers to outline the proposal.
- Bob Chambers (BBC Planners):
 - Described Willinga Park and existing consent for equestrian-related events. Owner seeks to hold other events, however cannot because 'function centres' are prohibited in the RU2 zone.
 - Propose to make function centres permissible via Schedule 1 (Additional Permitted Uses) of the LEP.
 - No physical works are proposed and events would be held within the existing facilities.
 - Would like to make some events 'exempt' (via Schedule 2 of the LEP) however this is secondary.
- Gordon Clark:
 - History of why 'function centres' are prohibited in the RU2 zone.
 - Outlined three key tests for Council to consider planning proposal (PP) applications (refer to Council's PP guidelines).

- The draft PP provided by BBC Planners argues that the proposal is minor
 - Additional information & commentary is required on strategy, including in relation to the Shoalhaven Destination Management Plan
 - Initial comments on draft PP prepared by BBC Planners
- Shannan Perry-Hall (Tourism Manager): The Willinga Park Equestrian Centre is recognised in the Shoalhaven Destination Management Plan as opportunities to develop year-round visitation and tourism which would benefit the local and regional economy.
- Eric Hollinger (Coordinator Special Projects): Statements in the draft PP about impacts of the proposal need to be supported by evidence. Gordon commented that it should not be assumed that the reader is aware of studies that were completed as part of the DA.
- Peter Johnston (Senior Development Planner):
 - Need to consider impacts on surrounding residents, particularly noise and traffic
 - Triggers on # persons and/or # traffic
 - Current consent for events (DA18/1237) could be modified (if function centres are added to Schedule 1)
- Theo Prakash (Transport Engineer):
 - Number and frequency of proposed events & vehicle movements.
 - Types of vehicles proposed to be utilising Forster Drive.
 - Intersection impacts: queue lengths, traffic saturation values, level of service for the intersections along the path of travel to the Princes Highway, impacts of high traffic generation events, such as weddings.
 - Currently informal overflow parking areas may need to be formalised, especially due to multiple events or during a high frequency period.
 - Potential impacts on roads/stormwater assets.
- Kelie Clarke (Environmental Services Manager):
 - Need more detail on amenity & environmental impacts, e.g. capacity of existing effluent management system and acoustic assessment.
 - Potential impacts on habitat corridor.
 - Flooding issues – what parts of the site will be used. May need a flood evacuation plan.
 - Need an integrated water cycle assessment to ensure water quality is protected.
 - Additional/temporary infrastructure may be required and should be considered.
- Ali Sevenler (Senior Floodplain Engineer):
 - Need more detail on the events
 - Parts of the site are affected by flooding and Acid Sulphate Soils
 - Where will the events be held? Less concern if restricted to higher areas.
 - What is the existing capacity of the effluent management system & is it sufficient to cope with the additional load?
 - Willinga Lake identified as sensitive water body in DCP Chapter G2
 - Will additional car parking be required?
- Ben Coddington (Environmental Assessment Officer): no need for ecological assessment if no vegetation removal is proposed.
- Gordon Clark closed the meeting.

Matters to be addressed in a PP application

Matters to be addressed in a PP application and the steps in the process are outlined in [Council's Planning Proposal guidelines](#). As discussed at the meeting, a PP would need to

demonstrate that it meets at least one of the criteria set out in section 2.1 of the adopted guidelines.

It is evident from the feedback provided at the pre-lodgement meeting and subsequent internal staff discussions, that the proposed use of Schedule 1 to make function centres permissible on the site is generally supported, subject to addressing potential impacts on traffic, amenity (noise dust, lighting etc) and the environment. These issues would be considered and addressed in detail at the development application stage when more detail is available on the proposed events (including modification of the existing events consent (DA18/1237)). However, there are concerns around making events exempt (via Schedule 2) and the issues that could otherwise be addressed at DA stage, would be required to progress the PP.

Based on the information provided on the intended use of the site, as a minimum, the following matters need to be addressed in your PP application:

- A detailed assessment of the strategic justification, including reference to the Illawarra Shoalhaven Regional Plan and the Shoalhaven Destination Management Plan.
- Details of the proposed events, e.g. type and size, where they will be held/what facilities and infrastructure within the site will be utilised, and any other additional permanent and/or temporary infrastructure that may be required.
- A detailed description of the relationship between the PP and the existing approvals including the current consent for events (DA18/1237).
- A more thorough assessment of potential impacts on amenity: noise, dust, lighting etc. This could draw on any relevant assessments previously done for the site, and consider what additional work may need to be done for the purpose of a PP and/or at development application stage.
- An assessment of the onsite effluent management system capacity to deal with the additional proposed events. If an increase in the capacity of the system is required, the PP should be accompanied by a wastewater management report to ensure that downstream water quality and ecosystems are not impacted.
- An Integrated Water Cycle Assessment (to address stormwater and water quality) if any physical work is proposed (refer to DCP Chapter G2).
- Applicable Ministerial Directions under Section 9.1 of the Environmental Planning and Assessment Act that will need to be addressed include at least the following (others may also apply):
 - 1.5 Rural Lands
 - 2.1 Environment Protection Zones – note comments above from Council's Environmental Assessment Officer
 - 2.2 Coastal Management
 - 4.1 Acid Sulfate Soils – note comments above from Council's Senior Floodplain Engineer
 - 4.3 Flood Prone Land – note comments above from Council's Senior Floodplain Engineer
 - 4.4 Planning for Bushfire Protection – consultation with the NSW RFS would be required prior to public exhibition
 - 5.10 Implementation of Regional Plans
- As noted above, if some form of exemption to events is proposed, the level

The above information is based on a preliminary assessment of the information provided to Council and does not preclude additional matters from being identified.

Should you submit a PP application, the documentation will be made available for viewing on Council's website prior to the matter being considered by Council. Guidance on Council's community engagement process is included Council's Planning Proposal Guidelines.

As discussed, a copy of this letter should be attached to your PP report, along with a PP request lodgement form that will need to be signed by the owner. The PP lodgement fee is \$5,408.00 (incl GST) (2020/21 FY). Note: contrary to Council's PP Guidelines which state the PPs should be submitted in digital *and* hard copy forms, due to the COVID-19 situation, digital form (pdf) will suffice. Should Council resolve to support and progress a PP over the site, additional fees will apply as outlined in Council's PP Guidelines.

If you have any questions regarding the above information or you would like further feedback before submitting a PP request, please contact Eric Hollinger on 0409 256 192 or email eric.hollinger@shoalhaven.nsw.gov.au. Please quote Council's reference 50572E (D20/311262) in any correspondence regarding this matter.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Eric Hollinger', with a long, sweeping horizontal line extending to the right.

Eric Hollinger
Coordinator - Special Projects Team