

Our Ref: PP-2024-2727 (IRF25/1508)

Mr Tim Crosdale  
General Manager  
Port Stephens Council  
PO Box 42  
PAYMOND TERRACE NSW 2324

Via email: [council@portstephens.nsw.gov.au](mailto:council@portstephens.nsw.gov.au)  
[patrick.worthington@portstephens.nsw.gov.au](mailto:patrick.worthington@portstephens.nsw.gov.au)

Dear Mr Crosdale

**Planning Proposal PP-2024-2727 to amend Port Stephens Local Environmental Plan 2013**

I am writing in response to the planning proposal you have forwarded to the Minister under section 3.34(1) of the *Environmental Planning and Assessment Act 1979* (the Act) which seeks to permit a function centre as an additional permitted use at 893 Paterson Road, Woodville.

As delegate of the Minister for Planning and Public Spaces, I have determined that the planning proposal should proceed subject to the conditions in the enclosed gateway determination.

I have also agreed, as delegate of the Secretary, the inconsistency of the planning proposal with applicable directions of the Minister under section 9.1 of the Act Direction 4.1 Flooding and 4.5 Acid Sulfate Soils are justified in accordance with the terms of the Direction.

Council may still need to obtain the agreement of the Secretary to comply with the requirements of the relevant applicable directions of the Minister under section 9.1 of the Act, Direction 4.2 Coastal Management, Direction 4.3 Planning for Bushfire Protection, Direction 4.4 Remediation of Contaminated Land and Direction 9.2 Rural Lands. Council should ensure this occurs prior to the Local Environmental Plan (LEP) being made.

Considering the nature of the planning proposal I have determined that Council may exercise local plan-making authority functions in relation to the planning proposal.

The proposed local environmental plan (LEP) is to be finalised within nine (9) months. Council should aim to commence the exhibition of the planning proposal as soon as possible. Should Council seek to make a proposed LEP, the request to draft the LEP should be made directly to Parliamentary Counsel's Office well in advance of the date the LEP is projected to be made. A copy of the request should be forwarded to the Department of Planning, Housing and Infrastructure.

The NSW Government has committed to reduce the time taken to complete LEPs. To meet these commitments, the Minister may appoint an alternate planning proposal authority if Council does not meet the timeframes outlined in the gateway determination.

The Department's categorisation of planning proposals in the Local Environmental Plan Making Guideline (Department of Planning, Housing and Infrastructure, August 2023) is supported by category specific timeframes for satisfaction of conditions and authority and Government agency referrals, consultation, and responses. Compliance with milestones will be monitored by the Department to ensure planning proposals are progressing as required.

Should you have any enquiries about this matter, I have arranged for Mr Clay Logan to assist you. Mr Logan can be contacted on 6650 7158.

Yours sincerely



10/7/25

**Craig Diss**  
**Director, Hunter and Northern Region**  
**Local Planning & Council Support**

Encl: Gateway determination