

## **REFERRAL RESPONSES**

### **INTERNAL RESPONSES**

#### **Senior Building Surveyor:**

There are minor Building Code of Australia (BCA) issues, none of which are likely to affect the design

#### **Senior Environmental Health Officer:**

I have reviewed this application and provide the following suggested conditions:

#### ***Food Premises***

1. The construction and operation of the food premises shall comply with the Food Act 2003, Food Safety Standards and Council's Food Premises Policy. The proposed layout supplied to Council provides insufficient information for a complete assessment against the requirements of the abovementioned legislation. The following conditions must be met to ensure the premises complies with health legislation: *(Note: There may be additional requirements in Council's Food Premises Policy or the Food Safety Standards that are relevant to the premises)*
2. Floors must be of a material that is impervious, non-slip and non abrasive and capable of being easily cleaned. Coving must be provided at all wall/floor intersections. Painted concrete floors will not be permitted. The floor must be graded and drained to a central floor waste that incorporates a basket trap in accordance with Shoalhaven Water requirements
3. Walls must be tiled to a height of 2 metres and where not tiled must be finished off to provide a smooth impervious finish that is capable of being easily cleaned. Open or painted brickwork is **not** permitted in any food preparation area
4. Ceilings are to be rigid, smooth faced and made of non-absorbent material finished in a washable, light coloured surface. Panel ceiling systems are not permitted above food areas
5. All fittings are to be 150mm above floor level or located on plinths, wheels or castors. Where plinths are used they must be of solid construction
6. Equipment washing facilities must be provided that are sufficient for the intended use of the premises. A double bowl sink of a size large enough to accommodate the largest piece of equipment is a minimum requirement
7. Hand wash basins must be provided in each area that food is handled and provided with warm water mixed from a continuous hot and cold water supply

through a common spout. A continuous supply of soap and single use hand towels must be provided adjacent to all hand washing basins

8. Hand wash basins must be located in a convenient position to enable easy unrestricted access by staff. The installation of hand basins behind doors, under benches or in other areas where access is not convenient is not permitted
9. Mechanical ventilation must be provided above cooking equipment and is to be designed and installed in accordance with AS1668.2-2012 *The use of ventilation and airconditioning in buildings - Mechanical ventilation in buildings*
10. Provide a cleaner's sink with hot and cold water, in the food processing area to dispose of contaminated liquids and washing of cleansing equipment
11. All waste water from the kitchen shall be directed through a commercial grease arrestor that is installed in accordance with Shoalhaven Water requirements
12. A separate area that is not used for the handling or storage of food must be provided for the storage of personal items such as clothing and personal belongings
13. All walls around the kitchen must be of solid construction. Cavity timber walls will not be permitted. Examples of acceptable materials can be found in Council's Food Premises Policy or the Australian Standard AS4674-2004 *Design Construction and Fit-out of Food Premises*
14. The premises must be registered with Council's Development & Environmental Services Division for regular inspection by Council's Environmental Health Officer

### **Noise**

15. The construction and use of the premises shall not give rise to transmission of unacceptable vibration or noise to any place of different occupancy in accordance with the NSW Environment Protection Authority's Environmental Noise Control Manual and Industrial Noise Policy 2000 and The Protection of the Environment Operations Act 1997 (NSW)

### **Development Engineer:**

The revised submitted plans appear to fine and meet the required dimensions for the car parking and manoeuvring of cars. The only other issue that might be a problem will be manoeuvring thru the car park with a large vehicle i.e. bus / truck. A turning path check will be required to see what will be the largest vehicle able to access thru the car park and or limiting to such or modifying the design to suit the largest vehicle

## **CONDITIONS THAT MUST BE COMPLIED WITH BEFORE A CONSTRUCTION CERTIFICATE CAN BE ISSUED**

### ***Design Standards***

1. Engineering design plans and specifications for the work referred to in this consent are to be submitted for approval. Details of internal civil works must be submitted to an accredited certifier (Private Certifier or Council) for approval. **Details of all proposed works in the road reserve must be submitted to Council for approval**
  - a) All civil works are to be in accordance with DCP100 Council's Engineering Design Specifications and Development Construction Specifications current at the time of construction unless otherwise specified in this consent
  - b) The road pavement for roads within road reserves, community or common property, access ways and rights of way (existing or proposed) is to be designed by a qualified practising engineer in accordance with Council's Engineering Design Specifications section D2 (Flexible Pavement Design)
  - c) The stormwater drainage design is to be carried out by suitably qualified and experienced practitioners with all work to be in accordance with Council's Engineering Design Specifications section D5 (Stormwater Drainage Design) and DCP 100. The minor and major systems shall be designed for a 1:5 year and 1:100 year rainfall recurrence interval respectively, as follows:
    - i) Major Systems shall be designed by a qualified practising engineer.
    - ii) Minor Systems shall be designed by Registered Surveyor or Engineer
  - d) A soil and water management shall be designed by suitably qualified and experienced practitioner with all work to be in accordance with the Landcom manual - "Soils and Construction, Managing Urban Stormwater, Vol 1, 4th Edition, March 2004"

**Note:** *Civil engineering work approvals and plans are only current for a period of 2 years.*

### ***Stormwater Drainage Design***

2. Major and minor drainage systems shall be designed by a qualified practising engineer in accordance with Council's Engineering Design Specifications section D5 (Stormwater Drainage Design) and DCP 100. The minor and major systems shall be designed for a 20% AEP and 1% AEP rainfall events respectively

### ***Carpark Design***

3. The car park shall be designed in accordance with Council's Development Control Plan No 18 - Car Parking Code
4. The internal driveway and car park shall be designed to match into the existing pavement type and for the largest vehicular loading
5. The internal driveway and car park shall be bordered by concrete kerbing, except where surface run-off is concentrated, in which case concrete integral kerb and gutter shall be constructed. The work shall comply with Council's Plan No. SC 263710 and SC 263709

### ***Erosion and Sediment Control***

6. A Soil and Water Management Plan (SWMP) and accompanying specifications for the construction phase of the works, prepared by a suitably qualified and experienced person and based on the Landcom manual - "Soils and Construction, Managing Urban Stormwater, Vol 1, 4th Edition, March 2004", shall be lodged with Council for approval. The SWMP shall include, but is not limited to:
  - a) Location and type of proposed erosion and sediment control measures
  - b) Location of vegetated buffer strips, unstable slopes, boggy areas, and restricted "no access" areas
  - c) Proposed site rehabilitation measures, including seeding of all bare un-grassed areas, turf where erosion or scouring is likely to occur, and frequency of watering
  - d) Disposal site for silt removed from sediment traps
  - e) Standard construction drawings for proposed soil and water management measures

### ***Existing Services***

7. The developer or his agent must check that the proposed works are not affected by or do not affect any Council, electricity, telecommunications, gas or other services. All services, existing and proposed, above or below ground are to be shown accurately on the engineering plans including longitudinal sections with clearances to proposed infrastructure clearly labelled. Any required alterations to services will be at the developer's expense

### ***Construction Management Plan (Traffic & Parking)***

8. Details of the proposed method of dealing with construction traffic are to be submitted to Council for approval by the Subdivision Manager or delegate. The details shall include but are not limited to the following
  - a) Stabilised site construction access location
  - b) Proposed haulage routes for delivery of materials to the site and spoil disposal from the site
  - c) Estimated timing of construction works in the form of a Gant chart or similar
  - d) Parking arrangements for construction employees and contractors
  - e) Proposed maintenance of the haulage routes and the name of the person responsible for such maintenance. The approved haulage route may require upgrading and or maintenance prior to commencement of any work and maintenance during the construction period for public safety. If not approved prior to the issue of consent then necessary works

## **CONDITIONS THAT MUST BE COMPLIED WITH BEFORE WORK CAN COMMENCE**

### ***Construction Certificate***

9. A Construction Certificate must be obtained from Council or accredited certifier before civil works of any kind can commence in accordance with the Environmental Planning Assessment Act. Notice must be given to Council at least 2 working days **prior to commencement of civil infrastructure work**

### ***Notification***

10. The person having benefit of this consent must appoint a Principal Certifying Authority (PCA) for the works. For subdivision works, only Council can be appointed as the PCA
11. Prior to the commencement of works (at least 2 days) Council must be advised in writing of the name and 24hour contact number of the designated person/company nominated by the developer to be responsible for construction of all engineering works including erosion and sediment control measures and their maintenance. The person/company nominated must be a suitably qualified, experienced and practicing engineer or surveyor. The supervisor will be required to verify the works have been completed in accordance with the design and specification before the subdivision certificate is issued. **Council's Subdivision Inspector is not the supervisor**

### ***Works within the Road Reserve***

12. Prior to undertaking any works within an existing road reserve, the contractor must obtain the consent of Council under Section 138 of the Roads Act, 1993.

The following details must be submitted to Council to obtain the s.138 consent:

- a) Any pavement design required by this consent
- b) Traffic Control Plan (TCP) to provide protection for those within and adjacent to the work site, including the vehicular and pedestrian public. The TCP must comply with the current RTA's manual Traffic Control at Work Sites. Warning and protective devices shall comply with the provisions of AS 1742.3 – 2002 Traffic Control Devices for Works on Roads. The plan must be prepared, signed and certified by a person holding the appropriate RTA accreditation, a copy of which is to be submitted with the plan
- c) Insurance details
- d) Name and contact information of the person/company appointed to supervise the construction
- e) Should the contractor want a single 138 approval to cover works additional to road, drainage and site regrading (e.g. water supply, sewerage, landscaping, etc), details of such works should be forwarded to the designer of the Traffic Control Plan. Copies of the layout plans and work method statements of these additional works are to be submitted to the Subdivision Manager in conjunction with the 138 application for road and drainage works
- f) Where the Traffic Control/Management Plan requires a reduction of the speed limit, a 'Direction to Restrict' shall be obtained from the RTA - Traffic Operations Unit for RTA roads or Council for other roads and submitted with the section 138 application

**Note:**

*All works undertaken within or adjacent to a public road shall be provided with traffic control in accordance with the Traffic Control Plan as a minimum. As a result of changing conditions, additional traffic control measures may be required to comply with the WH&S Act and WorkCover requirements. Such control is to be in place and maintained to these requirements during the construction of the works. **NB: Traffic includes both vehicular and pedestrian***

**Erosion and Sediment Control**

- 13. The approved erosion and sediment measures shall be implemented by the contractor and inspected and approved by the accredited certifier prior to the commencement of any other site works

**Earthworks**

- 14. Documentation from the supplier that certifies that imported fill material is not contaminated based on analyses of the material is to be provided to Council. Sampling and analysis of the imported fill material shall be conducted in accordance with the EPA Sampling Design Guidelines

15. Details of fill storage, disposal and materials haulage routes to and from the site shall be submitted to Council for approval. All surplus excavated material shall be taken to an approved landfill site

## **PART D – CONDITIONS RELATING TO THE APPROVED WORK AND SITE MANAGEMENT**

### ***Construction Hours***

16. To limit the impact of the development on adjoining owners, all construction work shall be restricted to the hours of 7.00am to 6.00pm Monday to Friday and 8.00am to 3.00pm Saturdays. No construction work shall take place on Sundays or Public Holidays

### ***Retention of Trees***

17. Any existing trees that have been identified as being retained, shall be managed as follows:
- a) Have protective fencing installed and approved by Council's Subdivision Manager or delegate
  - b) No excavation is to occur inside the drip line of the trees unless essential, in which case all excavation is to be by hand to protect and retain tree roots
  - c) The tree surrounds/guards are to be maintained for the duration of the construction period

### ***Vegetation to be Mulched / Transported***

18. All vegetation, trees etc that are to be removed and existing stumps & logs shall be either mulched (material to pass through a 100mm sieve) on site or transported to a green waste receiving station or other approved location. Vegetation or other material shall not be burnt or stored permanently on site

Onsite mulched material may be re-used throughout the site to aid in erosion control and for water conservation around landscaping. Details are to be included with the landscaping or construction plans for approval

### ***Erosion and Sediment Control***

19. The erosion and sediment measures shall be maintained for the life of the construction period and until runoff catchments are stabilised

### **Landscape Architect:**

#### **Landscape Hardworks**

- Sections are required through balconies, podiums, stepped areas where garden beds are featured below

**Attachment F – Referral - RA12/1002 - 2012STH028 – Ulladulla Civic Centre – Princes Highway Ulladulla**

- Paving – suggest
  - Adbri Euro or equal
  - Provide 25 mm of grout with 10 mm glue (as specified by Adbri - or equivalent)
  - Ensure min. slip resistance is R10
  - Apply Klen Tuscan seal (or equivalent) to man's specifications

**Softworks Plan**

- Possible wear of Kikuyu under Araucarias which sit between car parking under main building:
  - Consider permeable aggregate sure as 'Sureset' or equivalent to tree pit at base of existing Araucarias

**Landscape Details 1408 – LC03**

- Paving on concrete - Detail 01:
  - Ensure paving is installed to paving manufacturer's recommendations
- Paved steps - Detail 02:
  - Ensure stair nosing and tactile indicators conform to AS 1428 & Access & Disability
  - Suggest stainless steel TGSIs in accordance with Ulladulla Walkway.
- Tactile indicators & Stair nosing – suggest client consider the following:
  - Detail 03: Stair Nosing Strip
  - D.T.A.C. Edging Pleat – Hard anodised aluminium 'Natural' –stair nosing trim
- Tactile Ground Indicators
  - Drilling & installation method varies according to substrate
  - Install in accordance to manufacturer's specification

**Landscape Details 1408 – LC04**

- Honed Concrete Seat
  - Section & detail 07
  - Nominate concrete class and consider slip resistance to concrete seat top surface
  - Is concrete to be poured in situ?
  - Consider oxide in concrete seating to reduce glare
- Turf – detail 011
  - Specify 'net free' turf runners for all proposed turf areas
- Timber seat to existing planter – detail 12



- Include skate board lugs fixed with anti-theft fixings to front timber board at 500 mm – 700 mm spacings
- Consider type of timber treatment to minimise long term maintenance

**Waste Minimisation Officer:**

The construction and demolition plan seems OK and I have no immediate problems with that part of the document. There are a number of issues with the ongoing use. They have simply taken the existing bins and added 30%. That is not the best solution. Originally the site had a number of 240 litre bins. The bins were locked away in an area which could not be accessed by the cleaner and it seems the bins were rarely if ever used. After much discussion with Donna Sullivan, and then Donnas' discussion with the cleaner and the management committee of the centre it was decided to place the two skip bins at the back of the building. This was not the ideal service. It was introduced to solve a problem but it was never the best solution. I doubt the size of the bins needs to be increased. If the applicant has asked the right people, the right questions I'm sure they have been told that the bins are currently misused, because they are not always locked, and they are never filled to capacity when they are emptied. The applicant will also have been told that a considerable amount of space in the bin is taken up with cardboard.

I would suggest that the applicant contact the two major waste providers in the Shoalhaven (SITA and CLEANAWAY) and discuss bin options and then provide a revised waste plan after their discussion. There are a number of different bin sizes, accessibility issues regarding the internal or external storage of the bins and the size and type of truck to be used. From my knowledge of the site and the issues previously identified a 660 system with a back lift may be easier to manage and would require some changes to the area described in the plan as garbage enclosure. I am happy to talk to the company about why I am suggesting this change and the options they could look at to make the waste management on site more efficient and increase recovery.

**Tourism Manager:**

Tourism fully supports the proposal for alterations and additions to the existing Ulladulla Civic Centre, Library and Visitors Centre, including part demolition, car parking and associated infrastructure.

## External Responses

### **Southern Rivers Catchment Management Authority (CMA):**

Southern Rivers Catchment Management Authority (CMA) is a consent authority under the Native Vegetation Act 2003 (NV Act). The NV Act primarily applies to rural and rural residential land.

The proposal for alterations and additions to the existing Ulladulla Civic Centre, Library and Visitors Centre, including part demolition, car parking, the removal of 12 trees and associated infrastructure is unlikely to require native vegetation clearing consent as the land is identified as Residential Special Uses 5(a) under the current LEP and proposed to be a business zone in the draft proposed LEP. Based on aerial photography, my knowledge of the area, and the description of the proposal in the SoEE the site appears to be an existing landscaped and managed area and therefore the CMA has no comments.

Please contact me on telephone 02 4429 4452 for further information regarding this enquiry if required.

Yours sincerely,



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