



## M<sup>C</sup>LAREN TRAFFIC ENGINEERING

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Transport Planning, Traffic Impact Assessments, Road Safety Audits, Expert Witness

18 August 2020

Reference: 190510.08FA

Mintus  
Suite 506, Level 5,  
55 Phillip St,  
Parramatta NSW 2150  
Attention: James Vergos

### **SUPPLEMENTARY TRAFFIC AND PARKING ADVICE FOR MIXED USE DEVELOPMENT AT 90-98 GLENMORE RIDGE DRIVE, GLENMORE PARK**

Dear James,

Reference is made to your request to provide supplementary traffic and parking advice following the sitting of the Sydney Western Planning Panel to determine the application for the proposed Mixed Use Development at 90-98 Glenmore Ridge Drive, Glenmore Park.

As requested, this letter provides supplementary information with regards to the design and use of both the proposed loading dock and carwash facilities to aid the Planning Panel members in determining this application.

#### **1 Loading Dock Design**

The proposed loading dock has been designed to provide for articulated trucks of up to 15.5m in length, which is consistent with the requirements as advised by Woolworths in their letter, which has been reproduced in **Annexure A**. The design allows a 15.5m long articulated truck to enter and leave the dock without encroaching on the opposing travel lanes in Darug Avenue. The Woolworths supermarket is the largest commercial tenancy on the site and has advised that for most servicing activities a 12m long vehicle will be used, but that a 15.5m long vehicle will be used occasionally.

Council has requested that the loading dock cater for vehicles of up to 19m in length which cannot be accommodated without significant modifications to the proposed loading dock design. The following sub-sections provide a detailed explanation of why the expansion of the loading dock is unnecessary.

##### **1.1 Size and Characteristics of Retail Centre**

The proposed mixed-use development includes a large quantity of commercial and retail tenancies, the largest of which is 1,500m<sup>2</sup>. A summary of the typical sizing of the commercial tenancies is provided in **Table 1**.

**TABLE 1: SIZE OF COMMERCIAL TENANCIES**

Size of Tenancy (GFA)	Number of Tenancies
>1500m <sup>2</sup>	1
1000m <sup>2</sup> – 1500m <sup>2</sup>	0
500m <sup>2</sup> – 1000m <sup>2</sup>	2
200m <sup>2</sup> – 500m <sup>2</sup>	5
100m <sup>2</sup> – 200m <sup>2</sup>	13
0m <sup>2</sup> – 100m <sup>2</sup>	18

The Penrith Development Control Plan 2014 Section C10 Transport Access and Parking provides requirements for the minimum size design vehicle for commercial and industrial developments in Table C10.3, which is reproduced as **Figure 1**.

<b>Table C10.3: Minimum design vehicle requirements for commercial and industrial developments - minimum design vehicle requirements</b>	
Site Area	Design Vehicle
Up to 1,500m <sup>2</sup>	Medium Rigid Vehicle (MRV)
1,500m <sup>2</sup> to 4,000m <sup>2</sup>	Heavy Rigid Vehicle (HRV)
Greater than 4,000m <sup>2</sup>	Articulated Vehicle

Additional guidelines for the design of car parking areas can be found within the Policies, Guidelines and Procedures for Traffic Generating Development published by the RMS.

**FIGURE 1: TABLE C10.3 OF PENRITH DEVELOPMENT CONTROL PLAN**

Whilst it is acknowledged that the proposed development includes a total of some 7,488m<sup>2</sup> of commercial Gross Floor Area (GFA), each tenancy will receive deliveries separately. Considering the size of the individual proposed tenancies against the Council's requirements, only one of the proposed tenancies requires Heavy Rigid Vehicle facilities, with Medium Rigid Vehicle facilities deemed to be sufficient for all others.

The proposed design includes facilities for an Articulated Vehicle (albeit of a reduced 15.5m length) which is intended to service the 1,500m<sup>2</sup> GFA small-format supermarket, which is not to be confused with a typical full-format supermarket store which typically requires approximately 3,800m<sup>2</sup> GFA. Considering the small sizes of all other tenancies on the site, the proposed loading and servicing facilities will be more than sufficient.

## 1.2 Management of Loading Dock and Retail Tenants

All retail tenants will be notified of the restriction on delivery vehicle sizes as part of their leasing contract and will be required to undertake all loading and servicing operations under the loading dock management plan for the site which restricts the maximum sizing of vehicles to 15.5m or less. The Loading Dock Management Plan is reproduced in **Annexure B** for reference.

To provide some contingency, signage will be placed in a prominent location visible to truck drivers arriving at the site stating "Maximum Vehicle Length 15.5m" to ensure that any inappropriately sized vehicles that arrive at the site by mistake do not enter the loading dock.

## 2 Operation of Proposed Carwash

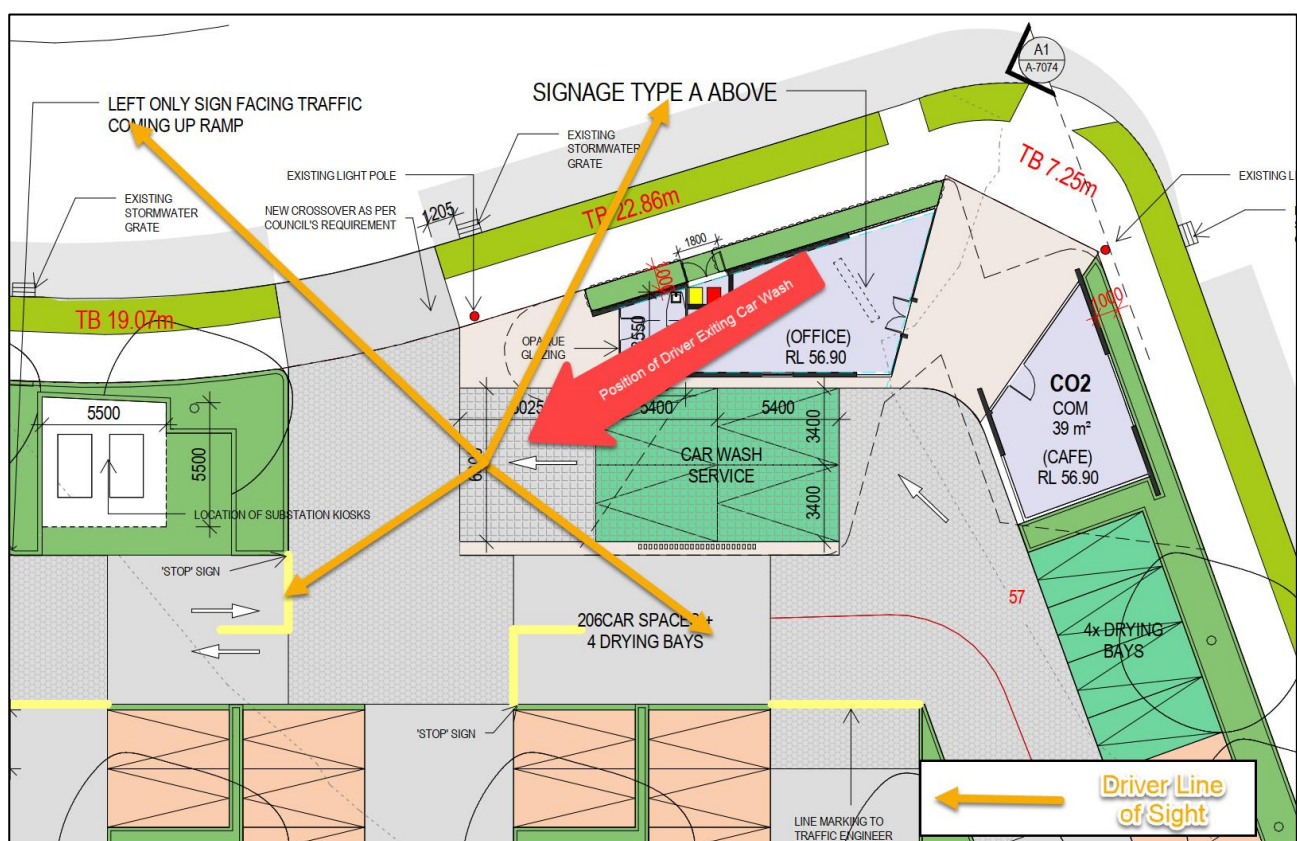
Car wash facilities are a typical and complimentary land use for shopping centres and provide the facility for visitors to have their car washed whilst they shop. The proposed operation of the car wash is outlined below:

1. Visitors to the centre park their car in the car park in any space available and provide the keys to car wash staff with an estimated time of their return;
2. When there is capacity in one of the four car washing bays, the car is retrieved from the car park by a car wash staff member;
3. The car is washed and then returned to a drying bay or, if full, a car space close to the car wash facility to dry;
4. After completing their other activities at the centre, the visitor collects their keys from car wash staff and returns to their vehicle.

By operating in this manner, the car wash staff will be able to manage the scheduling and queuing of cars through the car wash facility to ensure that there are no impacts to the function of the car park.

### 2.1 Safety of Proposed Car Wash Facility

All vehicle movements into and out of the car wash facility will be made by staff, who will be familiar with the layout of the car park. In addition, the design of the car wash will allow for clear sightlines to traffic approaching in all directions, as indicated in **Figure 2**.



**FIGURE 2: SIGHTLINES AVAILABLE TO DRIVERS EXITING CAR WASH**

All vehicles entering the car wash will be driven by staff and, based on the proposed mode of operation as outlined in **Section 2**, no queues will occur.

In view of the foregoing, the proposed car wash will be safe for both car wash staff and general users of the site car park.

Please contact the undersigned on 8355 2440 should you require further information or assistance.

Yours faithfully,

**McLaren Traffic Engineering**



**Tom Steal**

**Senior Traffic Engineer**

BE Civil AMAITPM MIEAust

RMS Accredited Level 2 Road Safety Auditor



**ANNEXURE A: LETTER FROM WOOLWORTHS GROUP  
(1 SHEET)**

**PRIVATE AND CONFIDENTIAL**

3 August 2020

James Vergos  
Development Manager  
Mintus Property Group  
PO Box 161, Oatlands NSW 2117

Sent via email: james@mintus.com.au

Dear James and to whom it may concern,

For the purposes of loading at the proposed Woolworths Metro and Glenmore Village, Glenmore Park, we are ok to accept a truck size limit of 15.5m to service the store.

Should you have any questions, please do not hesitate to contact me.

Regards

**WOOLWORTHS GROUP LIMITED**

Angus Stapleton  
PROPERTY MANAGER



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Signature

3 August 2020

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Date



**ANNEXURE B: LOADING DOCK MANAGEMENT PLAN  
(6 SHEETS)**

## **Glenmore Village**

**90-98 Glenmore Ridge Drive, Glenmore Park.**

### **Loading Dock Management Plan**

**June 2020**

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#### **Introduction**

The purpose of this Loading Dock Management Plan is to provide guidance and outline the procedures and conditions to be considered within the loading dock hardstand area associated with the Site with the overall objective to ensure safe and efficient movement of vehicles and personnel.

This plan details the following:

- Roles and Responsibilities of tenants
- The operational and safety measures that should be undertaken within the loading areas
- Ensure all vehicles can operate together

The effective use of a LDMP would contribute to the minimisation of delays, accidents, and prevention of accidents.

#### **Site Details**

The site, which sits on its own island has a frontage of approximately 127.51m to Glenmore Ridge Drive to the north with a splay of 7.25m between Glenmore Ridge Drive and Glenholme Drive, a frontage of 172.96m to Glenholme Drive to the west with a splay of 14.24m between Glenholme Drive and Deerubbin Drive, a frontage of 172.71m to Deerubbin Drive to the south with a splay of 6.94m between Deerubbin Drive and Darug Drive and a frontage of 120.45m to Darug Drive to the west with a total site area of 2.11ha.

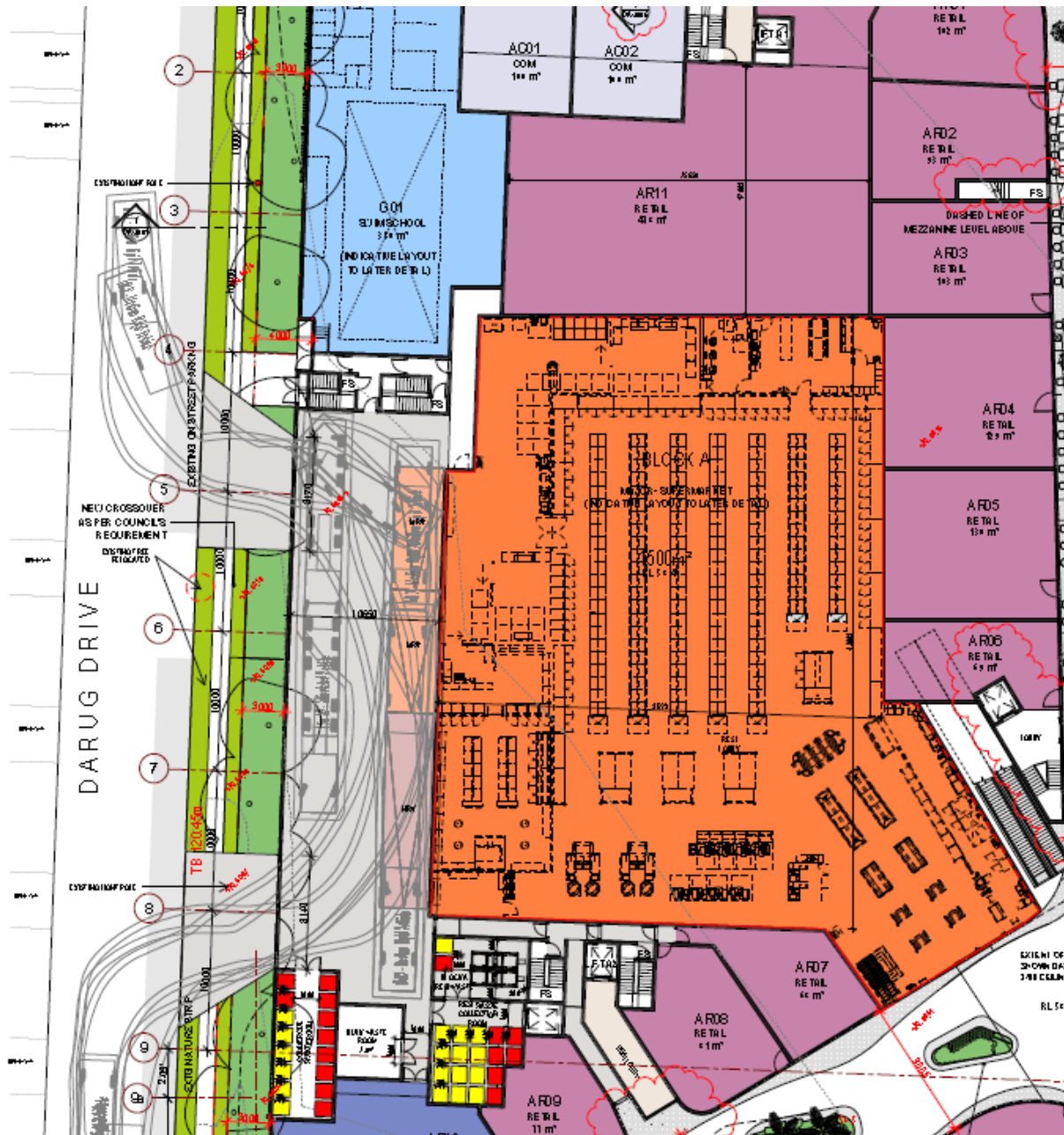
#### **Location and Delivery Vehicle Access**

Glenmore Village loading dock is located at the western end of the site and is accessed from Darug Drive. Delivery vehicles enter and leave the site in a forward direction with turning space adjacent to the loading dock.



### Design of the Dock

The loading dock has been designed to accommodate vehicles up to 15.5m, which the supermarket tenant has advised is they will be using to service their tenancy. Other tenants will be utilising the loading dock with smaller vehicles for deliveries.



### **Delivery Procedure**

The proposed delivery procedure to the loading dock area is as follows;

- All delivery vehicles enter the site from Darug Drive, to which the delivery driver has a remote to open the roller shutter door.
- Prior to unloading any vehicle, the driver must ensure that the roller shutter doors are completely closed to eliminate any noise to surrounding properties.
- The delivery vehicles reverse into the loading dock and unloading commences.
- The delivery vehicle departs the site via Darug Drive in a forward direction.

### **Management**

Management of each respective tenancy onsite shall;

- Ensure all staff and sub-contractors are provided with sufficient training to undertake the required tasks. This includes responsibility for measures to ensure that all staff and visitors are familiar with site specific rules through appropriate site induction procedures, including being inducted into this LDMP.
- Conduct all business in a safe, professional, and legal manner.
- Be familiar with and address their respective duty of care requirements in accordance with the applicable state Work Health and Safety legislation.
- Ensure WHS Incident logbooks are maintained and undertake necessary action(s) in relation to any reported issues.
- Drivers must be afforded sufficient time to conduct trips in a legal, compliant, and safe manner.
- Vehicles shall not, in any manner, be knowingly overloaded.
- Management must not, by their actions or requirements, force or coerce subcontractors or drivers to break the law.
- All delivery vehicles will comply with RMS regulations and are fitted with rear facing video monitoring systems to provide full views of reversing and docking procedures. This eliminates the requirement for reverse alarms.
- All trailer refrigeration equipment complies with state noise regulations and can be switched off by the driver when entering the site to reduce noise emissions.

### **General**

Employees, contractors, and visitors must take reasonable responsibility for their own health and safety when present in loading areas. All WH&S policies, procedures and instructions must be adhered to.

### **Drivers**

All drivers are to operate in a manner consistent with the requirements of applicable Work Health and Safety (WHS) legislation and other business specific policies. All commercial vehicle drivers are to be familiar with the Driver Code of Conduct before attending the Site. An example of the requirements of drivers, which can be incorporated into a code of conduct is provided below:

- All vehicle operators accessing the site must: Take reasonable care for his or her own personal health and safety.

- Not adversely, by way of actions or otherwise, impact on the health and safety of other persons.
- Notify their employer if they are not fit for duty prior to commencing their shift.
- Always obey all applicable road rules and laws.
- Obey the applicable driving hours in accordance with legislation and take all reasonable steps to manage their fatigue and not drive with high levels of drowsiness.
- Obey all on-site signposted speed limits and comply with directions of traffic control supervisors in relation to movements in and around temporary or fixed work areas.
- Ensure all loads are safely restrained, as necessary.
- Operate their vehicles in a safe and professional manner, with consideration for all other road users.
- Hold a current Australian State or Territory issued driver's licence.
- Notify their employer or operator immediately should the status or conditions of their driver's license change in any way.
- Comply with other applicable workplace policies, including a zero tolerance of driving while under the influence of alcohol and/or illicit drugs.
- Not use mobile phones when driving a vehicle or operating equipment. If the use of a mobile device is required, the driver shall pull over in a safe and legal location prior to the use of any mobile device.
- Advise management of any situations in which you know, or think may, present a threat to workplace health and safety.
- Drive according to prevailing conditions (such as during inclement weather) and reduce speed, if necessary.
- Have necessary identification documentation at hand and ready to present to security staff on entry and departure from the site, as necessary, to avoid unnecessary delays to other vehicles.

### **Work Healthy and Safety (WH&S)**

The following safety requirements must be adhered to by all staff who operate or move within the loading dock:

- Any incoming and outgoing vehicles must have appropriate clearances from the Dock Traffic Controller.
- Mobile equipment, machinery and vehicles must not exceed a 10km/h speed limit.
- Before being authorised to work within the loading dock, all personnel must undergo a site induction.
- All workers must wear high visibility vests.

### **Signage and Line marking**

Signage and Line marking to ensure the safe movement of vehicles and mobile plant equipment, all areas to be used by these vehicles are to be clearly delineated and line marked. Appropriate signage is to be placed in areas used for loading (example below).



### **Parking and Pedestrian Management**

Pedestrian access to the hardstand areas used by medium vehicles shall be restricted, as far as practicable, for safety purposes. The truck access road for the loading dock should be nominated as a pedestrian exclusion area. Pedestrian exclusion areas should be clearly signposted with appropriate signage (example below).



Employee or visitor parking is not permitted within the loading dock area. All employees and visitors must use the designated car park.

### **General Waste Removal**

The removal of general waste occurs before midday each day and will impact on the pathway to the general waste store. It is advised that all general waste operations happen after this time to minimise congestion and any possible hazard. There are clearly marked pathways within the loading dock for general waste access.

### **Smoking Zones**

There are no permitted smoking zones within the loading dock. These restrictions are governed by the Smoke Free Environment Act 2000, Smoke-free Environment Amendment Regulation 2009, the Smoke-free Environment Regulation 2007 (Regulations):

- No smoking inside buildings or any substantially enclosed areas
- Smoking is prohibited in all buildings and all areas that are 'substantially enclosed' such as the Amphitheatre and the Pavilions. Substantially enclosed is approx. 25% of the area being covered.
- No smoking 4 metres from outdoor commercial catering outlets
- Smoking is prohibited within 4 metres of any place at a food fair where food is sold or supplied for commercial consumption.
- • No smoking 10 metres from children's play equipment

**Mintus Properties Pty Ltd**