

Record of Kick-Off Briefing

Hunter & Central Coast Regional Planning Panel

PANEL REFERENCE, DA NUMBER & ADDRESS	PPSHCC-122 – Port Stephens – DA 16-2022-97-1
APPLICANT OWNER	CKDS Architecture Pty Limited Trustees of the Roman Catholic Church for the Diocese of Maitland-Newcastle
APPLICATION TYPE	DA
REGIONALLY SIGNIFICANT CRITERIA	Clause 5, Schedule 6 of the Planning Systems SEPP: CIV > \$5M - Private infrastructure and community facilities
KEY SEPP/LEP	Resilience and Hazards SEPP 2021, Industry and Employment SEPP, Resilience and Hazards SEPP, Transport and Infrastructure SEPP, Exempt and Complying Development Codes SEPP, Biodiversity and Conservation SEPP, Port Stephens Local Environmental Plan 2013
CIV	\$ 12,354,371.00 (excluding GST)
BRIEFING DATE	31 March 2022

ATTENDEES

APPLICANT	Ben Rapley – architect - CKDS Architecture David Crofts – town planner - Strategy Hunter Phil Samras – project manager - Diocese of Maitland-Newcastle John Tobin – client representative - Catholic School Office
PANEL CHAIR	Alison McCabe
PANEL MEMBERS	Juliet Grant and Giacomo Arnott
COUNCIL OFFICER	Dylan Mitchell
CASE MANAGER	Carolyn Hunt
PLANNING PANELS SECRETARIAT	Lisa Foley

- Introduction
- Council summary
 - R2 zoning, with proposed development permissible in the zone
 - Request for Additional Information to be sent, relating to:

- Acoustics – location of courtyards on the northern and western boundaries adjacent to residential neighbours and location of acoustic fencing
- Privacy from courtyards on north-west and western boundaries – cross sections/finish levels required and adequacy of fencing
- Cut/fill (earthworks plan) to be provided, including height of retaining walls
- Subdivision plan – lot areas and right-of-carriageway for inter-allotment drainage required
- Confirmation of total student numbers to be provided, noting additional classroom (approved for 399 students – currently 260 attending the school)
- Clarification of compliance with relevant SEPPs (Transport and Infrastructure) (former Education and Childcare SEPP and applicable savings and transitional clauses)
- Operational details for OOSH and Childcare Centre – including number of staff
- Response to submissions required
- Car parking and use of overflow parking – Operational Management Plan required, outlining site parking and including dedicated pedestrian links
- Council is yet to undertake its full application assessment, so this record is not a final list of the issues they will need to consider in order to draft their recommendation.
- The application is yet to be considered by the Hunter & Central Coast Regional Planning Panel and therefore future comment will not be limited to the detail contained within.
- Applicant introduction of proposal
 - Outlined need identified in the local community for OOSH and improvement required to functioning of the site
 - Existing site development on site includes St Michaels Catholic Church, car parking and school
 - Proposal includes a 2 storey Childcare Centre and OOSH building (operating separately from the school) and a change of school frontage to Wahgunyah St, with a new administration building and formalised entry
 - Slope of 11m through the site, from north to south
 - Site is subject to flooding on the southern portion, which requires the raising of the administration building floor level to 28.2AHD
 - Removal of mature 15 trees – flora and fauna studies undertaken and arborist reviews, noting the proposed tree removal is under the BOS clearing thresholds and that there are no hollow bearing trees or koalas identified on site
 - Connection link to proposed amphitheatre and outdoor learning area and accessible internal paths
 - Acoustic fencing and compensatory planting proposed – 1.8m to the eastern boundary and the outdoor play area for early education centre
 - Existing 61 spaces in St Michaels car park – considered adequate parking for shared arrangement
 - No additional students proposed

KEY ISSUES IDENTIFIED FOR CONSIDERATION

- Built form relationships - cross sections across the boundaries where useable areas are proposed to be located near sensitive areas are required, including additional sections of the cut/fill
- Traffic and parking – detailed Operational Management Plan required to outline car parking, drop off/pick up, impact on surrounding street system, pedestrian safety, based on a detailed traffic analysis for all site uses

- Landscaping Plan – details along the boundaries to be provided, including acoustic fencing detail
- Subdivision plan to identify separations requirements under BCA and reciprocal rights of carriageway as lots are to operate independently
- Exemption in Contributions – request to be determined by Council prior to completion of assessment report
- Service courtyard/s to be adequately sized to cater for air-conditioning units
- Solar access – impact on eastern neighbours to be identified after 3pm
- Applicant to confirm if solar panels are proposed as part of this development and preference to consider and design it in.
- Play area - analysis of existing and proposed area amendments
- Assessment report is to consider previous consent conditions, particularly in relation to car parking
- Panel will organise to inspect the site

REFERRALS REQUIRED

- Internal and external referrals - all but one of responses received

KEY ISSUES IN RELATION TO PUBLIC EXHIBITION

- Exhibition dates: 10/3/2022 to 24/3/2022
- 7 submissions received with issues relating to noise and privacy

DA LODGED: 23 February 2022

RFI SUBMISSION DATE - Council is to advise the Planning Panels Secretariat within 7 days of the RFI being issued.

TENTATIVE PANEL BRIEFING DATE: 15/06/2022

TENTATIVE PANEL DETERMINATION DATE: 19/10/2022