



planning consultants

6 November 2024
Our Ref: 21864A.7TW_ADD

The General Manager
Central Coast Council
2 Hely Street
Wyong NSW 2259

Attention: Nathan Burr [Nathan.Burr@centralcoast.nsw.gov.au]

Dear Nathan,

**Re: Response to Deferral of DA/2036/2023 (PPSHCC-255)
Alterations and Additions – Educational Establishment
St Mary's Catholic Primary School, Toukley – 458 Main Road, Noraville**

1.0 Introduction

This letter has been prepared to respond to the record of deferral for DA/2036/2023 (PPSHCC-255), for alterations and additions to St Mary's Catholic Primary School, Toukley, located at 458 Main Road, Noraville. The record of deferral (**Attachment 1**) requests additional information relating to the functions of the site and car parking provision as set out below:

- (i) *Details of all uses on site, including hours of operation and number of people/students/staff;*
- (ii) *Details of existing drop-off/pick-up arrangements, including buses;*
- (iii) *Details and clear definition of the car park to accommodate drop-off/pick-up, bus, visitor, and staff parking, as well as pedestrian routes;*
- (iv) *Changes to the car park layout required to support the development;*
- (v) *A Traffic and Access Operational Management Plan that addresses all the functional requirements of all uses and how drop-off/pick-up and car parking will be managed across the site;*
- (vi) *An update of the Flood Emergency Response Plan to reflect the Traffic and Access Operational Management Plan and correct references to flood events; and*
- (vii) *Details of the type and height of fencing around the High Hazard Floodway*

This letter is structured to respond to each of the matters raised and is supported by the following attachments:

- **Attachment 1:** Deferral Letter (Hunter & Central Coast Regional Planning Panel), dated 27 September 2024;
- **Attachment 2:** Traffic and Access Operational Management Plan, prepared by Traffix, dated 6 November 2024;
- **Attachment 3:** Flood Emergency Response Plan, prepared by JN Engineering, dated 6 June 2024; and
- **Attachment 4:** Updated Plan of Management.

2.0 Operational Matter

Details of all uses on site, including hours of operation and number of people/students/staff

Response: Currently operating on the site is an existing primary school (St Mary's Catholic Primary School, Toukley) and a place of public worship (Our Lady of Perpetual Succour Catholic Church).

The school is located within the northern and western portions of the site. The classrooms that are used by the school are located towards the west of the site, with a large oval located to the east of the school campus. At the completion of the development, the school will become 'three-stream', which enables each year group to provide for three (3) classes.

The school will be occupied by staff between 7am and 6pm, Monday to Friday. Between 7am and 8:55am, the staff arrive at the site and prepare for the school day. Students typically begin to arrive at the school from 8:15am-8:30am, with the official bell time for starting the school day being at 9am. The school day runs from 9am to 3:15pm. Between 3:15pm and 6pm, some of the school buildings are utilised by staff for Professional Development, curriculum preparation time and occasional staff meetings. The Parish Hall and school grounds are also utilised for Out of School Hours (OOSH) activities. The Plan of Management (**Attachment 4**) has been updated to reflect the aforementioned hours of operation.

Also located within the school campus is an 'Aspect' class, which provides specialised education for children on the autism spectrum. The maximum capacity of this class is 20 students, with 15 students currently enrolled.

The maximum student capacity of St Mary's Catholic Primary School, Toukley will be 630 students and 54 staff employed on a variety of full-time and part-time levels. Currently, an average of 40 staff are on site on any given day, with the proposal forecast to increase this to 44 staff per day (which includes Aspect Staff).

Located in the south eastern corner of the site is Our Lady of Perpetual Succour Catholic Church, which includes the main Church building with a capacity of approximately 500 seats and separate spaces for use by employees / pastors of the Church.

Mass commences at 9am Mondays to Thursdays and 9:30am on Fridays and lasts for a duration of 30-45 minutes. Typically, in the order of 30 people attend weekday morning Mass.

Occasional funerals are held on weekdays with the earliest start time typically being 10am so as to not conflict with morning mass and finishing by 2:30pm. Typical attendance is between 75 to 100 persons. It is noted that the timing of funerals do not coincide with pick up and drop off times of the primary school.

A Parish Hall is located on site which is a shared use between the school and the Church. During the week the Parish Hall is utilised by the school for various uses, occasional assemblies and OOSH activities. On the weekends, when the school is not operational, the Parish Hall is utilised by the Church.

3.0 Traffic Matters

Details of existing drop-off/pick-up arrangements, including buses

Details and clear definition of the car park to accommodate drop-off/pick-up, bus, visitor, and staff parking, as well as pedestrian routes;

Changes to the car park layout required to support the development

Comment: A Traffic and Access Operational Management Plan (TAOMP) has been prepared by Traffix, dated 6 November 2024 (**Attachment 2**) which details how drop-off and pick-up (DOPU) arrangements will be managed. This includes measures, including minor upgrades to the existing car park, to facilitate a clearer and improved DOPU arrangements.

Figure 1 is an extract of the proposed Signage and Line Marking Plan that will provide for improved pedestrian circulation, as well as management of vehicles that enter and exit the site.

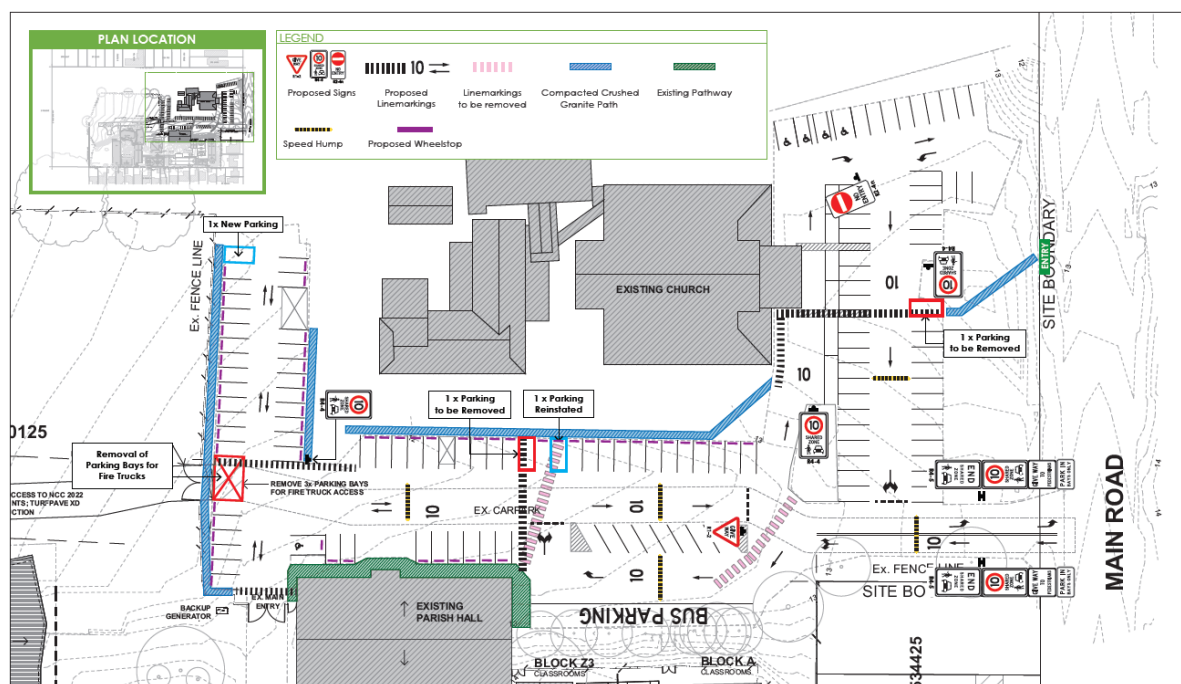


Figure 1 Line marking and Signage Plan. Source: Traffix

Figure 2 is an extract of the proposed car parking allocation for DOPU, staff and morning Mass (130 spaces total).

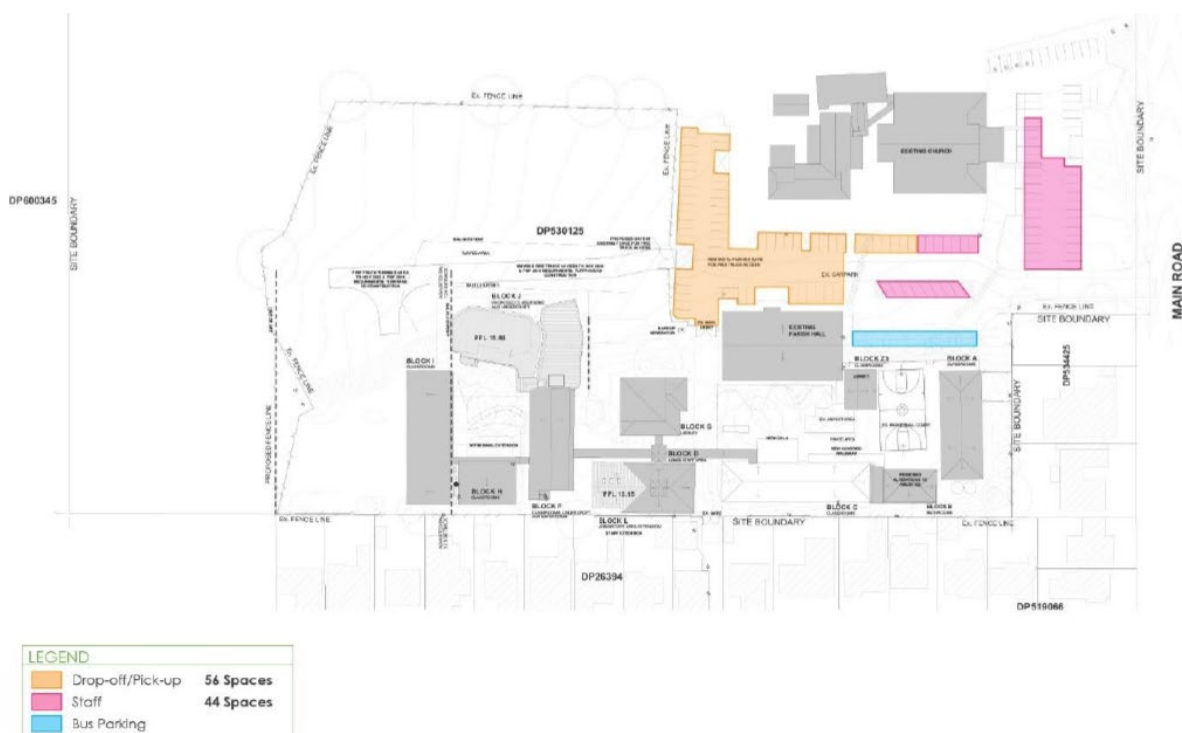


Figure 2 Car Parking Allocation Plan. Source: Traffix

The proposed arrangements provide for 56 DOPU spaces in the northern portion of the car park near the school entry (north of the Parish Hall). An existing pathway is also provided, which links to a secondary pedestrian access to the south of the Parish Hall and adjacent to the bus bay. To facilitate a separated pedestrian path of travel from vehicles, compacted crushed granite paths are proposed adjacent to the car parking spaces, which connect to modified pedestrian crossings throughout the car park.

The existing bus bay will be retained on the western side of the car park. The bus bay is capable of accommodating two (2) buses. The location of the DOPU spaces are to the north of the bus bay. Therefore, parents and children walking to the main school gate from the DOPU spaces are separated from buses that enter and exit the site.

Staff parking for 44 vehicles is proposed within the central portion of the car park, with the remaining 30 spaces to be available for use by the Church in the southern portion.

On weekdays, when occasional funerals are held, the DOPU parking spaces can be made available, which enables 86 spaces to service the typical funeral attendance of 75-100 people.

A Traffic and Access Operational Management Plan that addresses all the functional requirements of all uses and how drop-off/pick-up and car parking will be managed across the site

Comment: A TAOMP has been prepared by Traffix that has addressed the requirements of the uses on site and documents how drop-off and pick-up will be managed across the site.

4.0 Flooding Matters

An update of the Flood Emergency Response Plan to reflect the Traffic and Access Operational Management Plan and correct references to flood events

Comment: The Traffic and Access Operational Management Plan does not give rise to any changes to the Flood Emergency Response Plan (FERP) (**Attachment 3**). Therefore, the latest version of the FERP, dated 6 June 2024, remains relevant to the proposed development.

Details of the type and height of fencing around the High Hazard Floodway

Comment: The fencing located around the site is mostly palisade fencing to a height of 2.1m. This includes fencing that abuts the bus bay and the main school entry, as well as the fencing that fronts Main Road and along the south eastern side of the site. The fencing around the school oval is a 2.0m high palisade fence.

Photograph's of the fencing that is located around the school site are provided at **Figure 3** to **Figure 6** below.



Figure 3 Fencing around the school oval, adjoining the car park



Figure 4 Fencing around the school oval – eastern boundary



Figure 5 Fencing adjacent to the sports court and car park



Figure 6 Fencing along the site frontage

5.0 Conclusion and Recommendations

On behalf of the Applicant, we submit additional information for the proposed development to response to the matters raised in the panel's deferral statement.

Should you have any questions in relation to any of the above, please do not hesitate to contact the undersigned.

Yours faithfully,
DFP PLANNING PTY LTD



THOMAS WEST
SENIOR PROJECT PLANNER



KENDAL MACKAY
MANAGING DIRECTOR

- Encl. 1. Record of Deferral
 2. Traffic and Access Operational Management Plan
 3. Flood Emergency Response Plan
 4. Updated Plan of Management