

RECORD OF PRELIMINARY BRIEFING

HUNTER AND CENTRAL COAST REGIONAL PLANNING PANEL

BRIEFING DETAILS

BRIEFING DATE / TIME	Wednesday, 7 February 2024
LOCATION	MS Teams Teleconference

BRIEFING MATTERS

PPSHCC-263 - Maitland - DA/2023/1047 – 75 Chelmsford Drive, Metford 2323 - Alterations & Additions to an Educational Establishment

PANEL MEMBERS

IN ATTENDANCE	Alison McCabe (Chair), Roberta Ryan, Ashley Kavanagh
APOLOGIES	Tony McNamara, Sally Halliday
DECLARATIONS OF INTEREST	Nil

OTHER ATTENDEES

APPLICANT REPRESENTATIVES	Clive Furnass, Kathleen Moran, Terry Tibbs, Matthew Greene, Alan Standen, Lorelle Fitzpatrick
COUNCIL ASSESSMENT STAFF:	Jessica Stockham, Amelie Wensrich
DEPARTMENT STAFF	Leanne Harris and Holly McCann

COUNCIL BRIEFING:

- Overview of the consent history of the site including student numbers, operating hours and car parking, with this DA proposing an additional 168 students.
- Applicant attended a pre-lodgement meeting in September 2023 and issues identified largely appear to have been addressed in the DA documentation.
- Overview of the surrounding uses and site context.
- Proposing removal of one tree to facilitate car parking at the front of the site.
- Overview of the proposed demolition and new works.
- Council is concerned about the construction management impacts given the location of the works and relationship to access, drop off and pick up arrangements and need clarification regarding the likely duration of works. A detailed construction management plan will be required.
- Relevant statutory consideration, SEPPs, LEP and DCP requirements discussed.
- DA has been referred to Ausgrid and TfNSW.
- No submissions were received during the public notification process.
- Internal referrals underway with some additional information to be requested. Urban design referral outstanding.
- The proposed height of the building needs to be considered against the LEP objectives.

Planning Panels Secretariat

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- Further detail on operating hours is required and confirmation of student numbers as there are inconsistencies in the documentation lodged with the application.
- Council will be issuing an RFI in due course.

APPLICANT PRESENTATION:

- Overview of the site and project description.
- Existing building arrangements and site context.
- Design and architectural intent of the proposed buildings explained.
- Overview of the floor plans and elevations.
- Specialist reports and documentation submitted to support the DA.
- Confirmation that the new classrooms and additional students are part of the primary school cohort.

PANEL COMMENTS:

- The Panel will want a clear understanding of the operational management of the school including car parking, student numbers, pick up and drop off and bus arrangements so that impacts can be properly assessed. This includes impacts on Chelmsford Drive. An Operational Management Plan will be needed to support the DA.
- Similarly temporary construction management impacts need to be documented and addressed in the assessment.
- The site analysis, supporting plans and documentation should reflect all the buildings and approvals on the site to gauge the full extent of impacts.
- Student numbers need to be consistent and factual across all documentation.
- The Panel expect that the school should provide facilities for all its functions largely within its own site and want to understand any reliance on adjoining land (eg informal use of the adjoining Council oval for car parking), on street parking and the like and how drop off and pick up arrangements are proposed to work. This may require further discussion with Council and Council Traffic Committee regularly.

The Panel understand that Council will issue an RFI and will seek further briefings if required.