

**THE HILLS SHIRE COUNCIL**

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ABN No. 25 034 494 656

# DEVELOPMENT ASSESSMENT

## PRE-LODGEEMENT MEETING NOTES

### 8 July 2016 – 225/2016/PRE

APPLICANT: Minto Planning Services  
CONTACT: [Andrew@mintoplanning.com.au](mailto:Andrew@mintoplanning.com.au)  
PROPERTY: Glenhaven Gardens Retirement Village,  
1A Mills Road, GLENHAVEN  
Lot 102 DP 1205322  
ZONING: RU6 Transition  
SITE AREA: 7.189 Ha  
SUBJECT: Additions to a Seniors Living Facility

OFFICERS IN ATTENDANCE: James McBride (Development Assessment Coordinator)  
Henry Burnett (Senior Town Planner)  
Alison Gates (Landscape Assessment Officer)  
Aziz Madadghar (Development Engineer)

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#### **PROPOSAL:**

- Additions to a seniors living facility for an additional twelve self-contained dwellings.
- A previous pre-lodgement meeting was held on 15 August 2014 and advice was given that a site compatibility certificate would need to be obtained.
- The applicant has received a site compatibility certificate from the NSW Department of Planning.
- Subsequently, No. 140 Glenhaven Road was consolidated with the existing seniors living facility.

#### **ENGINEERING:**

- Extension of the kerb and gutter and pedestrian path will be required and draft plans are to be submitted at the Development Application stage.
- OSD is to be provided and overflow directed to a legal point of discharge (calcs and sizing to be provided in accordance with Hawkesbury catchment).
- The Australian Standards and accessibility is to be addressed and sufficient level detail provided on the plans to demonstrate compliance.

## LANDSCAPING

- An arborist report will be required to address impacts on existing trees. Preservation of streets trees should be maximised as part of the public works plans.
- The internal retaining walls should be softened by landscaping and adequate soil depth and bed width is to be provided to ensure the longevity of planting.

## PLANNING

- The site is bushfire prone land and the proposal is a special fire protection purpose under S100B (and Schedule 1) of the Rural Fires Act 1997. Accordingly, the proposal would be classified as Integrated Development under the Environmental Planning and Assessment Act, 1979.
  - As previously indicated the proposal relies on an Asset Protection Zone being established on the adjoining property which is not a desirable outcome as it places a burden on the adjoining property. In-principle agreement would need to be obtained prior to the lodgement of any application and concurrence received from the NSW RFS.
  - Clearing and vegetation to create an asset protection zone would need to be reviewed. A flora and fauna report would be required for any clearing proposed.
  - During the pre-lodgement it was discussed that the adjoining property could be classified as managed land. The NSW RFS should be consulted about this approach. However, further to this it has not been established that an easement or restriction is not required on the adjoining property to ensure that the site is managed land in to perpetuity. Again, if this is required it may be an unreasonable burden on the adjoining property.
  - A pre-lodgement with the NSW RFS may be necessary in this instance to discuss their position in more detail prior to the application being lodged.
  - The Statement of Environmental Effects is to address in detail all relevant provisions of SEPP (Housing for Seniors and People with a Disability).
  - *With respect to the provision of telecommunication infrastructure, the applicant is required to investigate whether the subject site falls within the National Broadband Network's fibred area/ make an online application via the NBN website: [www.nbnco.com.au](http://www.nbnco.com.au)*
  - *With respect to unit and street numbering, the applicant is required to ensure that the plans submitted are in accordance with: [http://www.gnb.nsw.gov.au/addressing/addressing\\_and\\_legislation](http://www.gnb.nsw.gov.au/addressing/addressing_and_legislation) and Council's Fact Sheet 'Addressing Requirements for Residential Developments' which can be found on Council's website.*
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**PLEASE NOTE THAT THE APPLICATION WILL NOT BE ACCEPTED UNLESS ALL THE REQUIRED INFORMATION IS SUBMITTED.**

**FURTHER MEETING REQUIRED:**

**No – consultation is however required with Council staff prior to lodgement to confirm approach being taken.**

*Finally, it should be acknowledged that the above advice is preliminary only and is based on the information provided to date and limited research into the sites history and constraints. Any application submitted would be subject to a more thorough assessment that could potentially add to or amend the above advice. This advice does not bind Council to a decision should an application be received.*

**NOTE:**

**Development Applications presented to the Duty Planner at Customer Service for lodgement will not be accepted after 4PM**

**Applicants lodging large Development Applications should provide a PDF copy of all documents on disc.**

**PRELODGE**



James McBride

**DEVELOPMENT ASSESSMENT COORDINATOR**

2 August 2016

## DOCUMENTATION REQUIRED FOR DEVELOPMENT APPLICATION LODGEMENT

REQUIRED (Yes ✓ /No -)	DOCUMENTATION	NO. OF COPIES
✓	<b>Development Application Form</b> The Development Application form is required will all necessary components completed including Lot, DP, Address, Development Description, Applicant and Owners Details, Cost of Works (or CIV) and Political Donations Statement.	1 copy
✓	<b>Quantity Surveyors Report</b> Required for all proposals with a construction value or capital investment value of \$3 million or greater.	1 copy
✓	<b>Cost Summary Report / Detailed Cost Report</b> Required for all proposals affected by The Hills Shire Council Shire Wide Section 94A Contribution Plan with a cost of works in excess of \$100,000.00.  <i>The template forms are contained within the Section 94A Contribution Plan with a Cost Summary Report required for a cost of works less than \$500,000.00 and a Detailed Cost Report required for a cost of works of \$500,000.00 or greater.</i>	1 copy
✓	<b>Owner's Consent</b> (If a Company, then written consent must be under Company Seal indicating the capacity of the signatory. Strata Consent may be required if works relate to common property within a Strata scheme)	1 copy
✓	<b>Development Application Fee</b>	N/A
-	<b>Advertised Development – Requires Additional Fees</b>	N/A
✓	<b>Integrated Development – Requires Additional Fees</b>  Integrated Development Consent relates to development where consent is required from Council and from one or more other approval bodies referred to in s91 of the EPAA.	N/A
✓	<b>Electronic Copy of all Documents/Plans in PDF</b>	2 discs
✓	<b>Required Plans (1:100 or 1:200)</b> <ul style="list-style-type: none"> <li>• Survey Plan</li> <li>• Site Plan</li> <li>• Site Analysis Plan</li> <li>• Floor Plans</li> <li>• Elevation Drawings</li> <li>• Section Drawings (including Longitudinal Sections of the Driveway / Parking Areas)</li> <li>• Roof Plans</li> <li>• Landscape Plans and Landscape Sections including Fencing Details</li> <li>• Shadow Diagrams (as per DCP requirements)</li> <li>• Concept Stormwater Drainage Plans with Associated Hydraulic Calculations</li> <li>• Subdivision Plans (if subdivision is included)</li> <li>• Indication of Basix Certificate Commitments</li> </ul>	1 copy of all plans

✓	<b>SEE Requirements / Considerations</b> <ul style="list-style-type: none"> <li>• Section 79C of the EP&amp;A Act, 1979</li> <li>• SEPP (Housing for Seniors...)</li> <li>• THLEP 2012</li> <li>• 88b Instrument and Deposited Plan</li> </ul>	1 Copy
✓	<b>Waste Management Plan</b> <ul style="list-style-type: none"> <li>• Addressing demolition, construction and on-going waste generation and removal</li> </ul>	1 Copy
✓	<b>Speciality Consultant Reports</b> <ul style="list-style-type: none"> <li>• Bushfire Threat Assessment Report</li> <li>• Arborist Report</li> </ul>	1 copy
✓	<b>Coloured Perspectives / Photomontage</b>	1 Copy
✓	<b>Schedule of Colours and Finishes</b> <ul style="list-style-type: none"> <li>• External brick work or cement render (including colour and manufacturer);</li> <li>• Garage door treatment (colour and design detail);</li> <li>• Driveway surface (colour and treatment);</li> <li>• Window frames (colour);</li> <li>• Roof (construction material and colour); and</li> <li>• Gutter, down pipes and the like (colour)</li> </ul>	1 Copy

**NOTE: APPLICATIONS WILL NOT BE ACCEPTED UNLESS ALL THE REQUIRED INFORMATION REQUESTED ABOVE IS SUBMITTED.**