

PRE APPLICATION MEETING (PAM)

Site of proposal: Lot 3 of Lot 7 DP39303, 22 Boundary Road, Schofields

Proposal: Proposed residential flat building with basement carpark.

Precinct: Riverstone

Note: a copy of these minutes must be submitted with any subsequent development application (DA).

Date: 26 April 2016

Representing the applicant: Noy Santiago (Architect), Jeffrey Anwar (Architect), Anthony Mancone (Civil Engineer- C& M)

Council officers present: Alan Middlemiss (Gateway Team Leader), Adiba Kashfi (Gateway Town Planner), Jocelyn Ellero (Engineer Design), Peta Golla (Sustainable Resources Multi-Dwelling Officer).

1. The following environmental planning instruments (EPIs) and development control plans (DCPs) are relevant to the site of this proposal:

	Applicable	N/A
Blacktown Local Environmental Plan 2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy (Sydney Region Growth Centres) 2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
State Environmental Planning Policy (Western Sydney Employment Area) 2009	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy (Western Sydney Parklands) 2009	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy No. 65 – Design Quality of Residential Apartment Development (SEPP 65)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy (Affordable Rental Housing) 2009	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy (Infrastructure) 2007	<input type="checkbox"/>	<input checked="" type="checkbox"/>

State Environmental Planning Policy (State and Regional Development) 2011	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Environmental Planning Policy No 33 – Hazardous and Offensive Development	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Blacktown Development Control Plan 2015 (BDCP 2015)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Blacktown City Council Growth Centre Precincts Development Control Plan 2014 (GCDCP 2014)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. The following controls and development standards are of particular relevance to this proposal:

The site is R3-Low Density Residential zoned under State Environmental Planning Policy – Sydney Region Growth Centres 2006 (LZN_009).

Is the development permissible? Yes No

Is the property listed as a heritage item/located in proximity of a heritage item? Yes No
Note: nearest heritage item? (HER_009)

Are Section 94 Contributions applicable? Yes No
Note: the applicable S94 contribution plan is CP20- Riverstone & Alex Avenue precinct

Floor space ratio: 1.75 (FSR_009)

Maximum height: 16m (HOB_009)

Residential density target: 25d/ha (RDN_009)

Note: You are advised to carefully check all relevant development controls to ensure all relevant matters and documentation are included in any application.

Is there a possibility of a Special Infrastructure Contribution (SIC) levy applying to the site/development? Yes No

Any departures from development controls and standards must be accompanied by a comprehensive written justification for consideration by Council at the time of the assessment.

For developments in the North West Growth Areas, you must address Clause 6.1 of the relevant Precinct Appendix to State Environmental Planning Policy (Sydney Region Growth Centres) 2006. Council cannot grant consent to a DA unless it is satisfied that any public utility infrastructure that is essential for the proposed development is available or that adequate arrangements have been made to make that infrastructure available when required (this relates to the supply of water, electricity and the disposal and management of sewage). If this information is not submitted at the time of lodgement, determination of your DA will be delayed.

3. Will any NSW Legislation cause the proposal to be integrated development (Under Environmental Planning & Assessment Act 1979)?

	Applicable	N/A
Fisheries Management Act 1994 <i>(*Note: the development will become integrated development if any permit under the Fisheries Management Act 1994 is required)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Heritage Act 1977 <i>(*Note: the development will become integrated development if any works are proposed to an item on the State Heritage Register)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Mine Subsidence Compensation Act 1961 <i>(*Note: the development will become integrated development if approval is sought to alter or erect improvements within a mine subsidence district or to subdivide land therein)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Mining Act 1992 <i>(*Note: the development will become integrated development if the proposal relates to the granting of a mining lease)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
National Parks and Wildlife Act 1974 <i>(*Note: the development will become integrated development if a grant of Aboriginal heritage impact permit is required)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Petroleum (Onshore) Act 1991 <i>(*Note: the development will become integrated development if a grant of production lease is required)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Protection of the Environment Operations Act 1997 <i>(*Note: the development will become integrated development if an environmental protection licence under POEO Act 1997 is required)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Roads Act 1993 <i>(*Note: the development will become integrated development if it is proposed to erect a structure or carry out a work in, on or over a public road; or dig up or disturb the surface of a public road; or remove or interfere with a structure, work or tree on a public road; or pump water into a public road from any land adjoining the road; or connect a road, whether public or private to a classified road)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Rural Fires Act 1997 <i>(*Note: the development will become integrated development if authorisation under section 100B of RF Act 1997 is required)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *
Water Management Act 2000 <i>(*Note: the development will become integrated development if water use approval, water management work approval or a controlled activity approval under Part 3 of Chapter 3 of the Water Management Act 2000 is required). If the proposal is integrated development, additional fees of \$140 (payable to Blacktown City Council) and \$320 (payable to the referral agency) are required to be submitted with the application at the time of lodgement.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> *

4. Physical characteristics of the site:

Configuration of residential flat buildings in the North West Growth Centre requires careful and skilful execution of site planning and building layout. Site planning must: –

- Ensure the site layout and building location respond to the unique characteristics of the site and the surrounding context.
- Ensure development achieves adequate levels of natural lighting and ventilation, privacy, visual amenity and spatial separation from the neighbouring properties.

Preparation of the DA must refer to this section for guidance on the layout of the building/subdivision and arrangement of built elements on the site.

Particular issues which should be addressed: –

Flooding	The subject site is not identified as flood prone land.
Bushfire	The subject site is not identified as bushfire prone land.
Contamination	A stage 1 site contamination report prepared by a suitably qualified geotechnical professional must be submitted in accordance with SEPP 55 with the DA. <i>Stage 1 – preliminary site investigation)</i>
Salinity	A salinity report prepared by a suitably qualified professional is required to be submitted with the application at the time of lodgement.
Easements	It is the responsibility of the applicant to conduct a Property Title Search through NSW Land and Property Information for any easements affecting the property and annotate these on the site plans. Any proposed easements or encumbrances must be clearly indicated on plans submitted with the DA.
Heritage and archaeology	A Due Diligence report under the National Parks and Wildlife Act 1974 is required for all new subdivisions in the Growth Centres. This is to be prepared by a suitably qualified aboriginal heritage consultant and must be submitted with the DA.
Traffic	A comprehensive traffic impact report prepared by a suitably qualified traffic professional is to be submitted with the DA.
Building Code of Australia	All proposed works are to comply with the Building Code of Australia (BCA). A BCA compliance report is to be submitted with the DA.
Landscaping of the site	A landscape concept plan is required to accompany any DA.
Cut and fill and retaining walls	Details of any cut and fill are to be verified on a separate cut and fill plan. All retaining wall details (e.g. location, top-of-wall height, bottom-of-wall height, sections, elevations etc.) are to be clearly shown on plans and must be constructed of masonry material. The cut and fill plan and details of retaining walls are to be submitted with the DA.
Waste management	A waste management plan (WMP) is to be submitted with the DA. A template for a WMP can be found at < http://www.blacktown.nsw.gov.au/Resident_Services/Application_Forms/Development_Construction_Forms >.
Crime Prevention Through Environmental Design (CPTED)	A CPTED report is to be submitted with the DA. Council's CPTED checklist template (prepared by a NSW Police Force LAC) is to be completed and submitted with the DA.
Dilapidation report	A dilapidation report is required to accompany the DA.
Acoustics	A comprehensive acoustic report prepared by a suitably qualified professional is to be submitted with the DA.

5. The proposed development within the context of the site:

The DA must address the contextual aspects influencing urban form such as: -

- Neighbourhood/locality context, street layout and hierarchy and prevailing development densities
- Open space distribution and quality, topography, views and built for rhythm
- Heights, alignments and massing of surrounding buildings

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- Prevailing character elements, such as roof forms, building articulation and modulation and the range and combinations of materials and details

The DA must be accompanied by a context analysis of the existing prevailing built and natural features of the site/in the streetscape and provide a suitable design response.

You are therefore required to submit a context/site analysis in the form of a scaled plan addressing the specific details and format requirements identified in the DA Guide including: -

- Property details including site boundaries, dimensions and area
- Encumbrances such as easements or rights of way
- Orientation, aspect, view corridors
- Landform including contours or spot levels, areas of landfill
- Landscape including existing trees, vegetation and natural features
- Services and infrastructure including stormwater drainage
- Access and street features including roads, poles, footpaths, driveways
- Existing development including buildings, fences, driveways
- Existing heritage or archaeological features on or adjoining the site
- Existing land and development adjoining the site

Particular issues which should be addressed include-

- Compliance with SEPP 65.
 - Compliance with GCDCP.
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6. Issues identified in PAM Request:

- Engineering matters.
- Waste requirements for residential flat building.
- Compliance with SEPP 65 and GCDCP.

7. Issues discussed at PAM:**Planning matters**

- Council will not support a proposal which locates any apartments below or partially below ground level. Other options such as stepping the building to bring the apartment out from under the natural ground level should be utilised.
- Ensure that the design of building ensures cross-ventilation to satisfy the apartment design guide requirements.
- An architectural model to be submitted with the DA.
Note: The model must be at 1:200 or 1:250 scale, and include the context of the site at (minimum models should include adjacent sites and sites across adjacent roads)

Engineering matters

- Permanent on-lot water quality treatment is required in accordance with Part J of Council's DCP 2015. Submit a MUSIC (Model for Urban Stormwater Improvement Conceptualisation) model in support.
- Temporary on-site detention is to be provided in accordance with the requirements of Council's Engineering Guide for Development 2005.
- A Stream Erosion Index (SEI) <3.5 must be achieved and supported on the MUSIC model.
- Submit a stormwater drainage plan with your DA.
- Complete the Engineering Checklist available on Council's website.

Waste matters

the Waste on-site must be stored and not to put the bins on the street. See below for Council's waste storage and collection requirements. For any questions on the garbage storage and garbage collection matters please phone and discuss with Council's waste officer Ms Peta Golla.

The minimum specification for collection vehicles is a:

- Medium rigid vehicle
 - Max length 8.8m.
 - Headroom allowance (clear of eaves and overhangs) is 4.5m.
 - Turning circle 25m.
- Council vehicles are heavy rigid vehicles with:
 - Max length 11m.
 - Headroom allowance (clear of eaves and overhangs) is 4.5m.
 - Turning circle 25m.

Waste requirements for residential flat buildings:

- Waste generation rates
 - 240L/week/unit for waste (can be collected in 1100L bulk bins).
 - 80L/week/unit for recycling (can be collected in 240L bins).
- Bin collection frequencies

- Waste can be collected up to 3 times a week.
- Recycling can be collected weekly.
- Bin travel distances
 - not to exceed 75m for 240L bins.
 - not to exceed 10m for 1100L bulk bins.
 - if distances are exceeded, bin movers need to be provided for the development (other than a tug) ie, a bin trolley to be towed by a Class C vehicle.
- Bin transfer grades
 - not to exceed 1:14 for up to 240L bins.
 - not to exceed 1:30 for 1100L bulk bins.
- Ramp grades
 - Any ramp for waste collection vehicles must not exceed 15.4%.
- Headroom allowance
 - 4.5m for medium and heavy rigid vehicles (medium rigid vehicles is the minimum specification now).
- Chutes
 - Are to be for waste only with the provision for 240L recycling bins stored in each waste chute room on each floor and rotated by the building manager as required.
 - Dual chutes are not Council's preference.
 - If chutes are installed, additional space must be provided in each waste chute room for the storage of bulk cardboard (this is in addition to the 240L recycling bins).
 - Chute discharge points must be restricted to residents or caged (if within the general waste room) to prevent injury with suitable circulation space as per the manufacturer's specifications.
- Bulky waste items
 - Storage for these items (eg, fridges, mattresses, lounges etc) needs to be provided at the following rate:
 - 4m²/40 units and 1m²/20 units (or part thereof) after that.
 - Storage area needs to be separate from the waste room but in the same location as it and the loading bay.
 - Storage area must be caged.
 - Doors for this room need to be wider than a standard door (ie, minimum 1.5m wide) to accommodate the movement of large, bulky items.
- Bin storage
 - Bins are not to be stacked 2+ deep as this results in dumping, overflowing front bins and under-utilised rear bins.
 - Bins must be positioned to allow access in between.
 - Its preferred that a waste room is provided for each block and the bins are moved to the main collection points as needed by the building manager.
 - The collection point must be able to accommodate ALL bins from the other waste rooms without impacting on traffic flow (ie, not spread into the driveway area).
- Compactors

- Must be restricted to residents to reduce safety risks around mechanical equipment but allow sufficient circulation space around as per manufacturers specifications.
- Bulk cardboard storage
 - Must provide an area for the management of bulk cardboard from residents in:
 - the chute rooms on each floor (if chutes are proposed) and;
 - in the bulky goods storage room.
- Council truck dimensions
 - 11m long.
 - Heavy rigid vehicles.
 - 25m turning circle.
 - 4.5m headroom allowance (clear of any services, eaves, overhangs and the roller door entry point).
- Bin collection:
 - Basement is preferred and the following must be met:
 - Forward in, forward out movement.
 - All truck manoeuvring onsite.
 - Ramp grades not to exceed 15.4%.
 - Loading bay to be in close proximity to the waste room.
 - Loading bay and manoeuvring areas to be treated somehow to prevent them from being parked out.
 - Demonstrate truck can service the bins in the basement without hindering basement traffic flow (ie, the full length of the truck is contained within the loading bay and not within the driveway area).
 - Demonstrated achievement of the 4.5m headroom allowance.
 - Ground level collections may be considered if the following requirements are met:
 - Waste room to be incorporated into the building footprint at ground level.
 - Trucks have a forward in, forward out movement.
 - All manoeuvring for trucks must be done onsite.
 - Waste room doors must open to the side and not fronting the road.
 - The waste room must open onto the loading bay to allow for a wheel in, wheel out arrangement to prevent bins being stored in the loading bay area visible from the road whilst awaiting their collection.
 - Consider bin transfer grades and travel distances.
 - Area must be treated to maintain visual amenity from the road and adjoining habitable dwellings.
- Supporting documentation (at the time of DA submission if assessment of the DA is to proceed internally)
 - General:
 - Waste management plan.
 - AutoCAD file in DWG format and 1:1 scale for the development.
 - Vertical cross sections for the trucks entire path of travel.
 - Truck swept paths.
 - Class C vehicle with bin trailer swept paths (if used for the site).

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- Further information (ie, manufacturers specification sheet) for bin trolleys, chutes, compactors etc that are proposed for the site.
- Private waste and recycling contractors:
 - Written confirmation on company letterhead from 2 established, private waste and recycling contractors that they can access and service the site.
 - The manufacturers sales data sheet for each of the chosen vehicles for each of the identified private waste and recycling contractors.

8. Further consultation recommended? YES NO

9. DA submission and supporting documentation:

Should you proceed with a DA, the information requirements are included with the DA form and must also include the following specific documentation: -

- Owner's consent
 - The owner's names must match those recorded on Council's rates system. If the names differ, then proof of change of ownership must be provided. If there is more than one owner on Council's rates system, then all owners must sign. Where the owner is a company, owner's consent must be provided in the form of a letter on the company letterhead or stamped by the company seal and be signed by a Director of the company.
 - Where the owner is a strata corporation, owner's consent must be on the strata corporation letterhead or stamped by the strata seal.
 - If the owner company does not have company letterhead or a company seal, the owner's consent must be executed in accordance with Corporations Act 2001 (Cth) Section 127 – Execution of Documents. This requires the signature of two directors of the company, or a director and a company secretary, or by the sole director.
 - If the owner's consent is signed on the owner's behalf by their legal representative, documentary evidence (eg Power of Attorney, Executor or Trustee) must be provided.
 - Important: Applications lodged without complete owner's consent will be rejected.
- Statement of environmental effects - a comprehensive statement of environmental effects outlining the proposal's compliance with relevant planning controls and the anticipated impacts of the proposal (including any means to mitigate such impacts) must be submitted with any DA for the site, including a detailed table indicating compliance with the relevant numerical standards. DAs lodged without a statement of environmental effects will be rejected.
- DA submission will require all plans, elevations and cross-sections. If these plans are not drawn to scale or are illegible, the DA will be rejected.
- A plan depicting the proposed road layout with the ILP road overlay shall be provided.
- A survey plan of the property indicating existing levels to Australian Height Datum (AHD). Location and roof ridge and eave levels of dwellings on adjoining properties must also be indicated on the plans. Existing trees on site must be identified on the survey plan.
- Details of proposed external colours, materials and finishes.

- Proposed and existing ground level (including levels of adjoining properties), natural ground level and finished ground levels to AHD must be clearly indicated on the submitted plans (including all elevations and sections). DAs lodged without this information will be rejected.
- A BASIX Certificate. Note: All BASIX commitments for the DA stage **must** be shown on the DA plans. Failure to depict relevant commitments on the plans as relevant to DA stage will result in your DA being delayed.
- Shadow diagrams must be submitted with any DA and must focus on existing and proposed shadows cast by the development on the site during the critical stages as outlined in the GCDCP (i.e. between 9am and 3pm on 21 June). The shadow diagrams must not include shadows cast by existing structures on the subject and surrounding sites. However, a supplementary plan in addition to the required shadow diagrams to demonstrate the extent of the existing shadowing may assist in the assessment of the extent of additional overshadowing caused.
- In some instances, elevation shadow diagrams may be required in order to determine the extent of overshadowing on existing/proposed north facing elevations of buildings to be affected by a proposal.
- Detailed landscape calculations as part of a comprehensive landscape plan indicating suitable communal outdoor space with a component of deep soil which is capable of accommodating the planting of more substantial trees. Relevant landscaping calculations (overall and permeable) must be provided to demonstrate compliance against numerical controls.
- Should the elevation of a proposed building be within close proximity of the side setbacks, (window treatment/operation (for BCA and fire safety considerations) must be shown in detail at DA stage as this may have an impact on ventilation and subsequent internal amenity.
- Retaining wall and boundary fencing details to be constructed on site as part of the development shall be submitted at DA stage, including proposed use of materials and RLs to AHD for the top of the walls. Please note that Council requires the construction of masonry retaining walls (i.e. no timber walls) on property boundaries. Any retaining walls must comply with the requirements of GCDCP 2014.
- Detailed stormwater plans (to the standards required by Council's drainage engineers) prepared by a qualified hydraulic engineer. This may necessitate separate discussions with the engineers.

Estimated Cost of Works

The DA must nominate the estimated cost of development (which includes consultant fees and GST) as defined in Clause 255 of the *Environmental Planning and Assessment Regulation 2000*.

Please note this must be accompanied by either a Cost Summary Report for development costs less than \$500,000 or a Registered Quantity Surveyor's Detailed Cost Report for development costs more than \$500,000. The report templates can be downloaded off Council's website.

State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004

Where the cost of works exceeds a capital investment value of \$50,000, BASIX certification is required to be obtained for the proposal and submitted in support of the application. All relevant commitments listed in BASIX Certificates must be shown on the drawings.

Fees in addition to the DA fee

A \$320 cheque needs to be provided to each integrated referral authority the DA will be referred to if the application is an integrated development. An administration cost of \$140 will also be payable. Additional fees is also payable if a newspaper advertisement is required, in which case the fee for an advertisement is \$1,105.

10. Limitation on the information provided in PAM minutes:

- (a) This report is not a zoning certificate. Such a certificate can be purchased from Council by completing the relevant application form and payment of the appropriate fee.
- (b) To confirm all the relevant environmental planning instruments applicable for a particular development site, a Section 149 Certificate will need to be purchased from Council.
- (c) It is the responsibility of the applicant to ensure that a DA adequately addresses all relevant environmental planning instruments and DCPs.
- (d) Council has provided the information in this report in response to the material provided by the prospective applicant. An applicant who requires independent professional advice must engage a consultant who is qualified to provide such advice.
- (e) Information in this report concerning the permissibility of a particular form of development is provided in good faith at the time these minutes were prepared. Should the permissibility of the proposal be in doubt or the interpretation of development controls be unclear, you must seek guidance from a legal or town planning consultant.
- (f) You are advised that any proposal must fully comply with the applicable planning controls. Applicants must substantiate compliance with the objectives of all prevailing planning controls.
- (g) Council cannot pre-determine its position in regard to the merits of a development. Council's final decision regarding a development can only be made upon the lodgement of a DA and following Council's full and proper evaluation and determination of that application under Part 4 of the Environmental Planning and Assessment Act 1979. This report can in no way infer or imply that development consent may be granted.
- (h) All local and State planning controls are constantly under review. While this report reflects the controls operating at the time of the meeting, the relevant policies and controls may alter between the time of this meeting and the lodgement of a DA. Assessment of any DA must be on the basis of the controls in force at the time the application is evaluated and determined.
- (i) The information provided at the PAM and in this report is intended to assist in the preparation and lodgement of a DA. Although it is preliminary information, Council provides this service at no cost with the expectation that a prospective applicant will respond positively and take account of the information provided.
- (j) Further investigation of the proposal and the site, as well as comments by statutory authorities and local residents as part of the assessment of the DA, may necessitate amendments to any proposed plans for development. Conditions will be applied to any

development consent. Furthermore, Council may refuse to issue development consent for a DA which is considered unsatisfactory following an evaluation under s.79C of the Environmental Planning and Assessment Act 1979.

- (k) This meeting or the minutes provided do not guarantee that any variations sought to Council's controls will be granted. Such variations are proposed at the applicant's own risk and may result in a longer DA processing time.
 - (l) No guarantee can be given that this proposal will be approved until a full assessment of a DA has been made by the assessing town planner and development consent is granted, as other issues may be identified during the assessment process.
 - (m) Your DA will be delayed should inadequate information be lodged. It is in your interests to provide as much information as possible to assist in Council's assessment of the DA. Applications lodged without key documentation such as a statement of environmental effects, stormwater plans, owner's consent, plans drawn to scale and other specific information highlighted either in these minutes or the relevant checklist will be rejected. There are no appeal rights under the EPA Act 1979 for rejected DAs.
 - (n) Capital gain – please note that where a variation is sought under Clause 5.3 of the State Environmental Planning Policy – Sydney Region Growth Centres 2006 and where the variation results in capital gain to the developer or owner of 10% or more, ratification by Council will be required and may require a report to Council.
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11. Acknowledgement of minutes:

Adiba Kasbi
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Gateway Town Planner

24.5.2016
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Date

Alan McHorn
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Gateway Team Leader

27.5.2016
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Date