

Prelodgement MEETING MINUTES

Date of Advice:	27 May 2019	Time:	9:00am
Council Reference Number:	PRE/5075		
Council Responsible Officer:	Sally Geldard Senior Planner (07) 3480 6594		
Proposal:	Material Change of Use for Multiple Dwelling		
Property Description:	Lot 1 RP 193573		
Property Address:	45 Greensill Road, ALBANY CREEK QLD 4035		
Council Attendees:	Marco Alberti, Team Leader - Planning Tony Glover, Principal Engineering Officer Sally Geldard, Senior Planner		
Applicant Attendees:	Tim Smith, Planning Manager - DTS Luke Dodson, LandSeek		

SUMMARY

The current proposal, as presented, requires changes and further details to enable support.

KEY MATTERS

The following comprises a summary of key matters that were raised as part of the meeting.

- Greater diversity in development is sought with a mix of subdivision and MCU
- Preference is for a road extension off Greensill Road
- Waste servicing to be incorporated into internal layout

SITE BACKGROUND / DEVELOPMENT HISTORY

No relevant development history.

PLANNING COMMENTS:

1. The site has been designated as Urban Footprint under the *South East Queensland Regional Plan*.
2. The site is located in the General residential zone and Next generation neighbourhood precinct and the Limited development zone under the Moreton Bay Regional Council (MBRC) Planning Scheme.
3. The site is located within the Next Generation Neighbourhood Place Type and the Coast and Riverlands Place Type under the Strategic Framework of the MBRC Planning Scheme.
4. The proposal is defined as a Material Change of Use – Development Permit for Multiple Dwelling.
5. The proposal will be code assessable under the MBRC Planning Scheme where in the General residential zone - Next generation neighbourhood precinct (meeting the

example for building height - maximum 12m) and provided the development and any structures and works associated with the use are located outside of the Limited development zone and the Medium/High risk flood hazard area.

6. The proposal requires assessment against the following MBRC Planning Scheme codes:
- (a) 6.2.6 General residential zone code (Next generation neighbourhood precinct)
 - (b) 9.3.2 Residential uses code
 - (c) 8.2.2 Flood hazard overlay code

7. Overlays that apply to this site are:
- (a) Acid sulfate soils
 - (b) Active transport
 - (c) Building heights
 - (d) Centre walking distances
 - (e) Environmental areas
 - (f) Environmental offset receiving areas
 - (g) Flood hazard
 - (h) Infrastructure buffers
 - (i) Landslide hazard
 - (j) Riparian and wetland setbacks
 - (k) Road hierarchy
 - (l) Stormwater catchments

8. Discussion on questions/ comments from applicant:

- (a) *The site shape, dimension and existing development pattern (the adjoining townhouse) makes a logical/integrated subdivision layout difficult. Confirmation is sought that Council supports a multiple dwelling land use as the preferred development outcome on the Next Generation site (in lieu of a residential subdivision).*

The preferred development outcome is for road connections to be provided for an integrated planning outcome for land to the east of this site to provide for greater diversity in housing choice and avoid a series of townhouses along the northern side of Greensill Road. Reference is made to the Ausbuild development occurring on the southern side of Greensill Road with subdivision at the front and MCUs at the rear, allowing for road connections to occur parallel to Greensill.

- (b) *Any Council requirements for particular building design treatments or considerations that should be incorporated into architectural plans.*

No plans of Multiple Dwellings were provided to comment on. Layout provided appears to be for a Community title subdivision, however based on meeting request of 56 Townhouses it is anticipated greater internalised setbacks will be applied to cater for built form design within the numbered lots. Design will need to address the criteria in the Zone Code and Residential Uses Code, including items such as private open space, parking, storage. Potential concerns with design and access issues for internal corner allotments would need to see development plan to make comment. Any allotments/dwellings addressing Greensill Road need to be designed to address the street with private open space at the rear to allow an open design from the frontage.

Performance Outcome PO1 of the General residential zone code, Next generation

neighbourhood precinct requires that the Next generation neighbourhood precinct has a low to medium residential density of between 15 to 75 dwelling per hectare (site density).

The proposal for 56 dwellings on 1.165ha has a site density of 48 dwellings per hectare.

(c) *Confirmation is sought that the proposed access arrangement is suitable.*

Refer to comments in (a) above & Engineering section below. The preference is for a road (approximately 3/4 width) to be constructed along the eastern boundary of the site to align with Sandy Way to the south of the site as a four way intersection and to provide for a connection to the west of the site.

(d) *Land Dedication. Please confirm the preferred titling requirements of the open space area (shaded green on the attached proposal plan) – i.e. land dedication to Council as open space or included as communal open space under common property.*

Open Space corridor along South Pine River is to be transferred to Council in fee simple on Trust. No offsets are available.

ENVIRONMENTAL PLANNING COMMENTS:

9. The assessment area is not mapped as being within the Bushfire Hazard Overlay. However, the site is mapped under the State Planning Policy Interactive Mapping System. The proposed development is required to demonstrate compliance with the State Planning Policy to the extent that it is not represented in the planning scheme. A bushfire hazard risk assessment will be required to determine the extent of exposure to the bushfire hazard. A bushfire management plan will be required to demonstrate how the benchmarks for natural hazards, risk and resilience will be met. NOTE: A small portion of the north-east portion of the assessment area is mapped as having greater than 15% slope. Slope is a contributor to bushfire hazard.
10. High Value Environmental Areas (Matters of State Environmental Significance (MSES) / Matters of Local Environmental Significance (MLES)) are indicated in the vicinity of the South Pine River. The application must determine the extent of these matters and ensure development avoids impact to these areas. The Planning Scheme Policy - Environmental areas and corridors provides that High Value Environmental Areas are to be protected from development and cannot be offset.
 - For the MSES - Regulated Vegetation, this is 50m from "defining bank". (Defined "watercourse"- Coastal Bio-Region - Stream Order 5 = 50m from "defining bank") as defined in the Environmental Offsets Regulation 2014.
 - For the MSES - High Ecological Significance Wetlands, this is as shown on a map of referable wetland as defined in the Environmental Offsets Regulation 2014.
 - For MLES Waterway - this is as per the Water Act 2007 (Commonwealth) as defined in the Moreton Bay Planning Scheme.
 PO76 - PO87 applies to areas within the Environmental Areas overlay/
11. The assessment site is mapped as being within the buffer area (Value Offset Area) of a High Value Environmental Area for Matters of Local Environmental Significance (MLES), namely the adjacent South Pine River. To ensure water quality outcomes, a legally secured offset may be required if native vegetation clearing is proposed within a MLES waterway buffer area. Offset receiving site hierarchy is defined in Planning scheme policy - Environmental areas and corridors.

12. The application must assess, and respond to, the presence of matters which are not spatially represented, such as species protected as Federal and State Level, as well as local habitat trees and priority species. Further detail regarding requirements can be found in relevant Federal and State assessment guidelines in addition to the Planning Scheme Policy - Environmental areas and corridors.
13. PO14 applies to habitat trees not located within the environmental areas overlay. The application must identify the presence of habitat trees and ensure the maintenance and protection of biodiversity quality and integrity of habitats. Where development does result in the loss of a habitat tree, development will provide replacement fauna nesting boxes at the following rate of 1 nest box for every hollow removed. Where hollows have not yet formed in trees > 80cm in diameter at 1.3m height, 3 nest boxes are required for every habitat tree removed.
14. The assessment site is mapped as being partially within Riparian and Wetland Setbacks. Development is required to avoid locating within these areas. Example E115 suggests that development does not occur within 50m from top of bank of a W1 waterway (South Pine River).

The proposed development appears to encroach the 50m setback from top of bank from the South Pine River. At the meeting it was stated that the top of the bank would be accepted as justification of the Performance Outcome PO115.
15. The assessment area is within the SEQ Koala Protection Area. It is within the SEQ Koala State Planning Regulatory Provision (SPRP) area - Priority Koala Assessable Development Area. The assessment areas contains Koala Habitat Area, namely area suitable for rehabilitation (Low). Works are not prohibited development. Unless clearing falls below the 500m² threshold, works are assessable against Schedule 11, Part 2, Section 6 and Part 3.

ENVIRONMENTAL HEALTH COMMENTS:

16. Applicants should apply for a search of the Environmental Management Register with the Department of Environment and Science.
17. The applicant must identify where bins will be serviced at the kerbside by a left-side loading 12.5m long HRV where the driver does not leave the vehicle. Each dwelling will have 2 wheelie bins which require 2 metres of space at the kerbside. A bin storage area and a dedicated area to place the bins for servicing on collection days will be required to be identified on a plan.

ENGINEERING COMMENTS:

Stormwater Management

18. A Stormwater Management Plan (SMP), prepared and certified by a suitably qualified Registered Professional Engineer Queensland (RPEQ), is required to demonstrate that stormwater can be managed on/from the subject land in accordance with the MBRC Planning Scheme.

All digital model files and the report must be provided with the Development Application.

Refer to MBRC website for further guidance on submitting Stormwater Management Plans. (<https://www.moretonbay.qld.gov.au/mbrc-planning-scheme/info-sheets/stormwater-management/>)

Flooding

19. Council's latest flood modelling indicates that parts of the site are below the defined flood level. Reference is made to the flood check property report for the site, which is available through the Moreton Bay Regional Council website. The report provides information regarding flood levels and freeboard.
(<https://www.moretonbay.qld.gov.au/floodsearch.aspx>).
20. The site is mapped in the Flood hazard overlay as High, Medium and Balance flood planning area. No filling is permitted in the high or medium risk areas. An engineering report is to be prepared and certified by a suitably qualified Registered Professional Engineer Queensland (RPEQ) to demonstrate that the proposed development does not directly or indirectly cause impacts.

Roads / Traffic

21. An Integrated Transport Assessment (ITA), prepared by a suitably qualified Registered Professional Engineer Queensland (RPEQ) is required to determine the impacts of the development on the external road network and any necessary mitigation measures for 10 years following the completion of the whole development. All input data must be provided with the Development Application. If SIDRA, Vissim / Visum is used, this must be the native file. If other products have been used for analysis, the input data will need to be provided in a file format acceptable to Council at the time.

The following key assumptions should be confirmed with Council (Contact: MBRC Integrated Transport Planning Unit - 3205 0555) prior to lodgement of the ITA to ensure timely consideration of the information and reduce the need for additional work where the assessment is based on approaches not considered acceptable to Council:

- a. Trip Generation Rates
 - b. Mode Sharing Targets
 - c. Trip Distribution
 - d. Assessment Scenarios
 - e. Location and form of site access points
 - f. Scope of intersection assessments required.
22. A fully dimensioned layout which is accurately drawn to scale and shows dimensions and gradients) is required to demonstrate that access and carparking areas comply with AS2890. Manoeuvring paths for design vehicles must be shown on the plan. Particular attention must be given to:
 - a. Manoeuvring for the 12.5m HRV refuse vehicle if necessary on the internal driveway/road. Reversing of the refuse vehicle for the purpose of picking up bins is not permitted. Reversing is only permitted for the purpose of making a three point turn.
 - b. Sight distance requirements at access driveways (Refer Figure 3.2, AS2890.1)
 - c. Queue lengths for vehicles entering the site (Refer Clause 3.4, AS2890.1)
 - d. Sightlines for pedestrian safety for vehicles exiting the site (Refer Figure 3.3,

AS2890.1)

23. The access, internal road ways and parking must comply with AS2890.1. Note that there is particular concern with Clause 3.2.3 and Figure 3.1 regarding the location of a driveway access within an intersection.

INFRASTRUCTURE CHARGES AND AGREEMENTS COMMENTS:

24. Council's Charges Resolution No. 8 commenced on 14 August 2018 supported by a Charges Resolution Implementation Policy. Council has resolved its Priority Infrastructure Area and Infrastructure Charges pursuant to the provisions of the *Planning Act 2016*. This information is available on Councils' website www.moretonbay.qld.gov.au.
25. In accordance with the CR, a charge of \$20,494.45 is applicable for any 1 or 2 bedroom unit and a charge of \$28,692.25 is applicable for any 3 or more bedroom unit, split between Council and Unitywater in accordance with Part 4, Item 15, Table 4 of the CR.
26. In accordance with section 14 of the CR, a credit for any existing lawful use of the premises, or any previous infrastructure payments made, may be applied. It is recommended the applicant provide details in any application on what the applicant believes the credit to be.
27. This site is located outside of the Priority Infrastructure Area (PIA). The site has not been identified as containing Trunk Infrastructure in accordance with the Plans for Trunk Infrastructure in the Local Government Infrastructure Plan in the Moreton Bay Regional Council Planning Scheme.
28. Questions from applicant:
Infrastructure Credits. Please confirm the extent of any potential infrastructure credits for the dedication of open space land adjacent to the South Pine River.
- The site is located outside of the Priority Infrastructure Area. No infrastructure offsets are available for the land dedication along the South Pine River.

OTHER COMMENTS:

29. It is recommended that a further Prelodgement Meeting be held prior to finalisation of any development concepts and lodgement of a development application with Council.

LODGEMENT MATERIAL

30. Current versions of DA Form 1 for the making of development application in accordance with the *Planning Act 2016* (PA) will need to be submitted with your development application.
31. All the mandatory information for the making of a "properly made" application (as outlined in PA) is to be submitted with your application (refer to **Attachment 1**).
32. All plans are to be to scale, fully dimensioned and show heights and setbacks from boundaries.
33. A Staging Plan should accompany the application should staging be proposed.

Council has also prepared Microsoft Word document templates of the MBRC Planning Scheme codes and made them available to assist in the preparation of well-made development applications. The code templates can be used to address the performance criteria and acceptable solutions contained within the codes. Applicants are encouraged to download the relevant code templates and utilise them in the preparation of development applications. Refer: <https://www.moretonbay.qld.gov.au/mbrc-planning-scheme/forms/>

FEES AND CHARGES (CURRENT FEES & CHARGES SCHEDULE 2018/2019)

Application Fee

Multiple Dwelling - \$31,097.00 (If Code Assessable & 56 Units)

The above fees and charges will apply to all applications for assessment of Material Change of Use, Reconfiguring a Lot, Building Work and Operational Work development applications made to Council under the requirements of the Moreton Bay Regional Council Planning Scheme and the *Planning Act 2016*. For further information, please refer to Council's website <https://www.moretonbay.qld.gov.au>.

ELECTRONIC LODGEMENT

As part of a business improvement initiative, Council's Development Services Department have enhanced the process of lodging Development Applications by transitioning to a paperless environment.

Council's Online Portal <https://www.moretonbay.qld.gov.au/eda/> is an innovative online system that allows customers to accurately estimate fees, upload various application documents direct into Council's system, and pay application fees by BPay or Credit Card (by phone). An email confirmation is immediately received after documents are uploaded. Where BPay is selected, a 'Notice to Pay' advice is issued which can be forwarded to a third party for payment.

To Register for this service, complete the new user registration online or for further information visit Council's website.

It is important to ensure that all security restrictions are removed from PDF documents prior to submission to Council.

Receiving electronic versions will enable us to fast track communication, maintain quality of documents and reduce the amount of paper used.

INFORMATION ABOUT UNITYWATER

In 2014, the State Government introduced legislation changing the way Distributor Retailers such as Unitywater will be involved with development related matters. A consequence of the changes were:

- (a) Moreton Bay Regional Council will only be issuing an Infrastructure Charges Notice for infrastructure networks controlled by Moreton Bay Regional Council.
- (b) Unitywater will be sending their own Infrastructure Charges Notice after the decision has been given.
- (c) Infrastructure contributions, fees, bonds, easement documents in favour of Unitywater and the like will need to be paid / lodged at Unitywater and not at Moreton Bay Regional Council.
- (d) In most instances, it is anticipated that Applicants will make separate applications to Unitywater for a Water Approval for any aspect of their development relating to water and sewerage matters.
- (e) Importantly, applicants will be responsible for the coordination of the various aspects of their project including any differences between the Council's development approval and a Unitywater approval.
- (f) Where there are any issues associated with water or sewerage matters, it is

recommended Applicants consult with Unitywater and if necessary seek a 'Services Advice Notice' from Unitywater. This is equivalent to the Council's Prelodgement meeting service.

If you intend to lodge a development application in the future, please include a copy of this advice with your application.

Disclaimer: Pre-lodgement meetings are a process to provide an exchange of information in respect to proposed development prior to submitting a development application. The advice provided should NOT be taken as a commitment as to whether an application would be approved with conditions or refused by council. The pre-lodgement process cannot override council's duty of care and legislative responsibilities in the assessment of development applications including considering matters raised by possible submitters and referral agencies or which come to light during the detailed assessment process.

Should you require any further information about this matter, please contact the Responsible Officer as referenced above.

Yours faithfully



Marco Alberti
Team Leader - Planning
Development Services

Commercial in Confidence

Attachment 1

Commercial in Confidence

Mandatory Supporting Information To Be Provided

DA Form 1: Material Change of Use

All Applications

A site plan drawn to scale (1:100, 1:200 or 1:500 are the recommended scales) which shows the following:

- The location and site area of the land to which the application relates (relevant land)
- the north point
- the boundaries of the relevant land
- any road frontages of the relevant land, including the name of the road
- the location and use of any existing or proposed buildings or structures on the relevant land (note: where extensive demolition or new buildings are proposed, two separate plans (an existing site plan and proposed site plan) may be appropriate)
- any existing or proposed easements on the relevant land and their function
- the location and use of buildings on land adjoining the relevant land
- all vehicle access points and any existing or proposed car parking areas on the relevant land. Car parking spaces for persons with disabilities and any service vehicle access and parking should be clearly marked.
- for any new building on the relevant land, the location of refuse storage
- the location of any proposed retaining walls on the relevant land and their height
- the location of any proposed landscaping on the relevant land
- the location of any stormwater detention on the relevant land

A statement about how the proposed development addresses the local government's planning schemes and any other planning documents relevant to the application

A statement about the intensity and scale of the proposed use (e.g. number of employees, days and hours of operation, number of visitors, number of seats, capacity of storage area etc.)

Information that states:

- the existing or proposed floor area, site cover, maximum number of storeys and maximum height above natural ground level for existing or new buildings (e.g. information regarding existing buildings but not being reused)
- the existing or proposed number of on-site car parking bays, type of vehicle cross-over (for non-residential uses) and vehicular servicing arrangement (for non-residential uses)

When the application involves the reuse of existing buildings

Plans showing the following information of the buildings to be reused:

- size
- location
- existing floor area
- existing site cover
- existing maximum number of storeys
- existing maximum height above natural ground level

When the application involves new building work (including extensions)

Floor plans drawn to scale (1:50, 1:100 or 1:200 are the recommended scales) which show the following:

- the north point
- the intended use of each area on the floor plan (for commercial, industrial or mixed

Mandatory Supporting Information To Be Provided
DA Form 1: Material Change of Use

use developments only)

- the room layout (for residential development only) with all rooms clearly labelled
- the existing and the proposed built form (for extensions only)
- the gross floor area of each proposed floor area

Elevations drawn to scale (1:100, 1:200 or 1:500 are the recommended scales) which show plans of all building elevations and facades, clearly labelled to identify orientation (e.g. north elevation)

Plans showing the following information of the proposed new building work

- size
- location
- proposed site cover
- proposed maximum number of storeys
- proposed maximum height above natural ground level

When the application involves reuse of other existing works

Plans showing the following information of the works to be reused:

- nature
- location
- number of on-site car parking bays
- existing area of landscaping
- existing type of vehicular cross-over (non-residential uses)
- existing type of vehicular servicing arrangement (non-residential uses)

When the application involves new operational work

Plans showing the following information of the new operational work.

- nature
- location
- proposed number of new on-site car parking bays
- proposed area of new landscaping,
- proposed type of new vehicular cross-over (non-residential uses)
- proposed maximum new vehicular servicing arrangement (non-residential uses)

Mandatory Supporting Information To Be Provided**DA Form 1: Reconfiguring a Lot****All Applications**

Site plans drawn to scale (1:100, 1:200 or 1:500 are the recommended scales) which shows the following:

- The location and site area of the land to which the application relates (relevant land)
- the north point
- the boundaries of the relevant land
- any road frontages of the relevant land, including the name of the road
- the contours and natural ground levels of the relevant land
- the location of any existing buildings or structures on the relevant land
- the allotment layout showing existing lots, any proposed lots (including the dimensions of those lots), existing or proposed road reserves, building envelopes and existing or proposed open space (note: numbering is required for all lots)
- any drainage features over the relevant land, including any watercourse, creek, dam, waterhole or spring and any land subject to a Q100 flood event
- any existing or proposed easements on the relevant land and their function
- all existing and proposed roads and access points on the relevant land
- any existing or proposed car parking areas on the relevant land
- the location of any proposed retaining walls on the relevant land and their height
- the location of any stormwater detention on the relevant land
- the location and dimension of any land dedicated for community purposes
- the final intended use of any new lots

A statement about how the proposed development addresses the local government's planning schemes and any other planning documents relevant to the application