Macedon Ranges Shire Council

Agenda

Council Meeting
Wednesday 25 November 2026 at 7:00 PM
Gisborne Administration Centre
40 Robertson Street, Gisborne
(Hybrid)

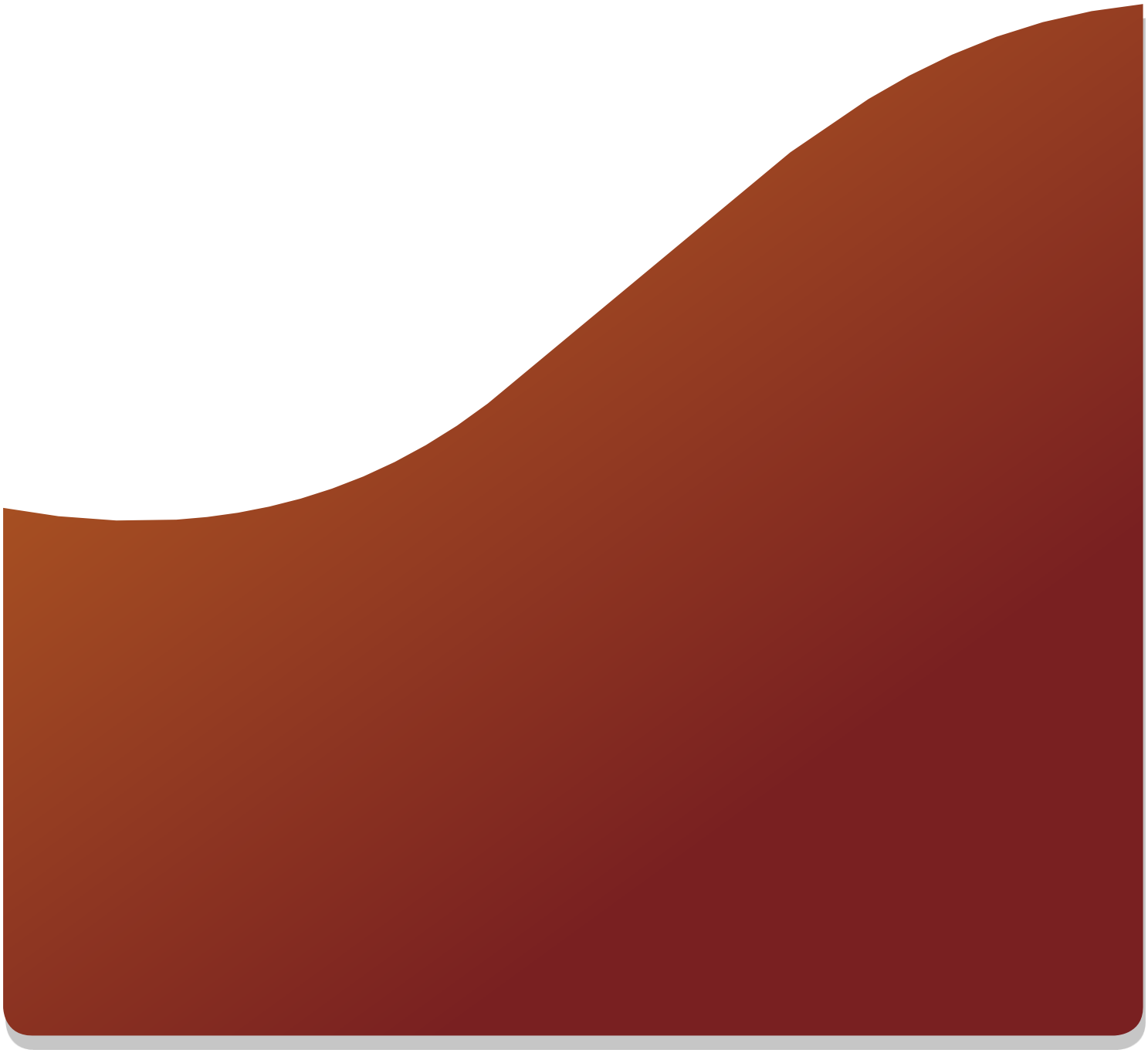


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1 ACKNOWLEDGEMENT OF COUNTRY

Macedon Ranges Shire Council acknowledges the Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Peoples as the Traditional Owners and Custodians of this land and waterways. Council recognises their living cultures and ongoing connection to Country and pays respect to their Elders past, present and emerging.

Council also acknowledges local Aboriginal and/or Torres Strait Islander residents of Macedon Ranges for their ongoing contribution to the diverse culture of our community.

2 RECORDING OF LIVE STREAMING OF THIS COUNCIL MEETING

This meeting is being recorded and streamed live on the internet, in accordance with Council's 'Live Streaming and Publishing Recordings of Meetings' policy, which can be viewed on Council's website.

3 PRESENT

4 APOLOGIES

5 CONFLICTS OF INTEREST

6 PETITIONS

Nil

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL

8 ADOPTION OF MINUTES

Recommendation

That Council confirms the minutes of the Scheduled Council Meetings of Macedon Ranges Shire Council held on 28 October 2026 and 18 November 2026, as circulated.

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT - OCTOBER-NOVEMBER 2026

Summary

This report provides an update from the Mayor on recent Council activities and initiatives of a Shire wide nature.

Recommendation

That Council receives and notes the Mayor's report.

Mayor's report

November was a month of celebration across the Macedon Ranges. From stalwart favourites like the Kyneton Agricultural Show and Budburst, to the Community Investment Evening, AGMs and Remembrance Day services, our calendar was full of occasions that bring people together. None of it happens by accident. It happens because people show up, and for that, we thank you.

It was also a month of milestones, with the Kyneton Croquet Club and the Kyneton Bowling Club each celebrating 150 years. Congratulations to both clubs on a remarkable achievement, and to the generations of members and families who have made them what they are.

It is an honour to continue as Mayor for the next 12 months. Sincere thanks to Cr Young for stepping into the role and for the support provided over the past three months, and a warm welcome to Cr Joseph as Deputy Mayor. Thank you also to the Councillor group as a whole, for the confidence and support shown, and to the organisation for its ongoing guidance, professionalism and support.

Looking ahead to December and the new year, I will be trialling coffee catchups across the shire, starting at Romsey Five Mile Creek on Friday 27 November. Everyone is welcome to meet at the Lions Park at 8.30am for an hour-long connected discussion. Christmas carols and end of year celebrations are also on the way, so check out community newsletters, local papers, MRSC and community socials for details.

The Council budget is now open for community consultation. Share your feedback or register to attend one of the many listening posts across the shire. There are more ways to take part this year, and we would love to hear your ideas and opportunities.

Thank you for making the Macedon Ranges the place it is. We wish you a safe and joyful festive season.

Councillors are grateful to be invited to the following events/meetings since the last Scheduled Council Meeting:

- Thu 29 October 2026 – Ministerial Event, Gisborne Library
- Thu 29 October 2026 – Ministerial Event, Hurry Reserve Dog Park
- Thu 29 October 2026 – Central Victorian Greenhouse Alliance AGM

- Thu 29 October 2026 – Rural Councils Victoria AGM
- Fri 6 November 2026 – Year 11 Students, Sacred Heart College
- Fri 6 November 2026 – Barkly Square Pavilion
- Wed 11 November 2026 – VLGA Local Government Working Group on Gambling
- Wed 11 November 2026 – Remembrance Day Service, Kyneton
- Wed 11 November 2026 – Remembrance Day Service, Woodend
- Wed 11 November 2026 – Remembrance Day Service, Gisborne
- Wed 11 November 2026 – Remembrance Day Service, Romsey/Lancefield
- Wed 11 November 2026 – Remembrance Day Ceremony, The Vacant Chair
- Wed 11 November 2026 – Hanging Rock Master Plan Activation Project Meet and Greet
- Thu 12 November 2026 – Castlemaine Festival for Democracy
- Thu 12 November 2026 – CFA Group Officer Meeting
- Thu 12 November 2026 – Community Bank Lancefield and Romsey 2026 Community Investment Evening
- Sat 14 November 2026 – 40 Years of Landcare, North Central Catchment Management Authority
- Sat 14 November 2026 – 150th Celebrations, Kyneton Croquet Club
- Mon 16 November 2026 – Planning Consultation Meeting
- Tue 17 November 2026 – EMRBATA Annual General Meeting
- Thu 19 November 2026 – VLGA Annual General Meeting
- Fri 20 November 2026 – MAV The Local Leaders Series Capstone Forum
- Fri 20 November 2026 – 2026 Kyneton Show Launch
- Sat 21 November 2026 – Kyneton Bowling Club 150 Years
- Sat 21 November 2026 – Maribyrnong River Flotilla and Parade
- Sun 22 November 2026 – Kyneton & District Town Square Co-op AGM

If your community group, organisation or event would like to invite a Councillor to attend, we welcome the opportunity to hear from you. Please share an invitation via mrsc@mrsc.vic.gov.au

- **Current Community Consultation**

  Council Budget – share your feedback or register to attend a listening post near you.

10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF

10.1 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - OCTOBER-NOVEMBER 2026

Summary

Rule 66 of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councillors and Council staff to be reported to the next practicable scheduled Council Meeting and recorded in the minutes of that meeting. This report provides a summary of meetings of Councillors and Council staff held since the last Council Meeting.

Recommendation

That Council receives and notes the record of meetings of Councillors and Council staff, as outlined in this report.

Record of meetings

Type of meeting	Councillor Briefing
Date and time	Tuesday 27th October 2026, 9:30am
Venue	40 Robertson Street, Gisborne
Present - Councillors	• Cr Cassy Borthwick (Mayor) • Cr Jennifer Anderson • Cr Rob Guthrie • Cr Alison Joseph • Cr Andrew Scanlon
Apologies - Councillors	• Cr Daniel Young (Deputy Mayor) • Cr Janet Pearce • Cr Dominic Bonanno (on Council approved leave of absence) • Cr Kate Kendall (on Council approved leave of absence)
Present - Officers	• Bernie O'Sullivan (Chief Executive Officer) • Rebecca Stockfeld (Director Planning and Environment) • Dominic Testoni (Director Assets and Operations) • Martin Collins (Director Community) • Lisa Knight (Director Corporate) • Dawn Bray (Manager Governance and Performance) • Travis Harling (Manager Finance and Reporting)

	• Emma Sodamaco (Community Engagement Lead) • Scott Matheson (Coordinator Statutory Planning and Compliance) • Margaux McKenzie (Coordinator Performance and Assurance) • Zuzana Barnett (Coordinator Accounting) • Alison Elliott (Senior Performance and Assurance Officer) • Kaitlin Evans (Executive Assistant Corporate) • Talysha Dawson (Governance Officer)
Presenters	• Michael Seton (Independent Candidate State Election) • Annette Death (Labor Candidate State Election)
Items discussed	• Managing Community Engagement Information: Balancing, Privacy, Transparency, Trust and Representation • Budget 2027/28 and Year 3 Action Plan – Workshop 1 • Michael Seton – Independent Candidate Election • Annette Death – Labor Candidate State Election • Planning Matters • Agenda Review • Other Business
Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Cr Guthrie declared a material conflict of interest in relation to the Rosalia discussion in Other Business due to living nearby the site. *Did they leave the meeting?* Cr Guthrie left the meeting at 3:07pm and did not return.
Conflicts of interest declared by officers	Nil Did they leave the meeting? N/A

Type of meeting	Councillor Briefing
Date and time	Tuesday 10th November, 2026 at 1:00pm
Venue	40 Robertson Street, Gisborne
Present - Councillors	• Cr Cassy Borthwick (Mayor) • Cr Daniel Young (Deputy Mayor) • Cr Jennifer Anderson • Cr Rob Guthrie

	• Cr Alison Joseph • Cr Janet Pearce • Cr Andrew Scanlon
Apologies - Councillors	• Cr Dominic Bonanno (on Council approved leave of absence) • Cr Kate Kendall (on Council approved leave of absence)
Present - Officers	• Bernie O'Sullivan (Chief Executive Officer) • Rebecca Stockfeld (Director Planning and Environment) • Dominic Testoni (Director Assets and Operations) • Martin Collins (Director Community) • Lisa Knight (Director Corporate) • Dawn Bray (Manager Governance and Performance) • Adele Hayes (Manager Statutory Planning) • Verity Games (Coordinator Statutory Planning and Subdivisions) • Scott Matheson (Coordinator Statutory Planning and Compliance) • Lucy Olson (Acting Coordinator Governance) • Talysha Dawson (Governance Officer)
External Presenters	• Natalie Korinfsky (Animal Justice Party State Election Candidate)
Items discussed	• Councillor Appointments to External Organisations, Committees and Community Groups for 2027 • Natalie Korinfsky – Animal Justice Party State Election Candidate • Planning Matters • Agenda Review • Other Business
Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Cr Guthrie declared a material conflict of interest in relation to item COR.3 – Quarterly Financial Report July – September 2026, during the agenda review. *Did they leave the meeting?* Cr Guthrie was not required to leave the meeting as the matter was not discussed.
Conflicts of interest declared by officers	Nil *Did they leave the meeting?* N/A

Type of meeting	Councillor Briefing
Date and time	Tuesday 17th November, 2026 at 9:30am
Venue	40 Robertson Street, Gisborne
Present - Councillors	• Cr Cassy Borthwick (Mayor) • Cr Daniel Young (Deputy Mayor) • Cr Jennifer Anderson • Cr Rob Guthrie • Cr Alison Joseph • Cr Janet Pearce • Cr Andrew Scanlon
Apologies - Councillors	• Cr Dominic Bonanno (on Council approved leave of absence) • Cr Kate Kendall (on Council approved leave of absence)
Present - Officers	• Bernie O'Sullivan (Chief Executive Officer) • Rebecca Stockfeld (Director Planning and Environment) • Dominic Testoni (Director Assets and Operations) • Martin Collins (Director Community) • Lisa Knight (Director Corporate) • Rob Ball (Manager Strategic Planning and Environment) • Daniel Grigson (Manager Engineering, Asset Services and Civil Projects) • Jarrod Westwood (Manager Aquatics, Recreation and Facilities) • Benup Neupane (Coordinator Engineering Services) • Leanne Khan (Coordinator Strategic Planning) • Siva Sampasivam (Coordinator Asset Management) • Jason Pullman (Senior Strategic Planner) • Jack Wiltshire (Senior Strategic Planner) • Talysha Dawson (Governance Officer)
External Presenters	Nil
Items discussed	• Combined Planning Scheme Amendment and Planning Permit C164Macr – Clarkefield Township Development – Priority Projects Standing Advisory Committee

	• Planning Scheme Review – Dja Dja Wurrung Clans Aboriginal Corporation (DJAARA) submission • Shirewide Footpath Plan 2027-2037 • Asset Planning 1010 • Agenda Review • Other Business
Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Nil *Did they leave the meeting?* N/A
Conflicts of interest declared by officers	Nil *Did they leave the meeting?* N/A

11 PLANNING AND ENVIRONMENT REPORTS

PE.1	**PLN/2025/79 - 123-125 HIGH STREET WOODEND**
Application Details:	**Tarni James**
Officer:	**Lipi Patel, Senior Statutory Planning Officer**
Council Plan relationship:	**Our Places**
Attachments:	**1. Proposed plans ⇩** **2. Acoustic Report (under separate cover) ⇨** **3. Venue and Patron Management Plan ⇩** **4. Traffic Impact Assessment ⇩** **5. Recommended conditions ⇩**
Triggers for a planning permit	Clause 32.09-2 – A permit is required to use the land for an indoor recreation facility and place of assembly. Clause 43.01-1 – A permit is required to construct or display a sign. Clause 44.04-2 – A permit is required to construct or carry out works for a fence. Clause 52.05-2 – A permit is required to display a business identification sign. Clause 52.06-3 2 – A permit is required to reduce the minimum number of car parking spaces required under Clause 52.06-5.
Zones and Overlays	Neighbourhood Residential Zone – Schedule 2 (NRZ2) Environmental Significance Overlay – Schedule 4 (ESO4) Heritage Overlay – HO109 Land Subject to Inundation Overlay – Schedule 1 (LSIO1)
No. of objectors	One.
Trigger for report to **Council**	Request by three or more Councillors for the application to proceed to a Council Meeting for decision.
Key Considerations	Whether the proposed land uses are consistent with the purpose and decision guidelines of the Neighbourhood Residential Zone and broader planning policy framework and would result in any adverse amenity impacts. Whether the proposed fencing maintains the free passage and temporary storage of floodwaters. Whether the proposed reduction in car parking requirements is consistent with the purpose and decision guidelines of Clause 52.06 – Car Parking. Whether the proposed business identification sign is consistent with the purpose and decision guidelines of the Heritage Overlay, Clause 52.05 –

	Signs and the broader planning policy framework. Other Matters.
Conclusion	It is recommended that a Notice of Decision to Grant a Planning Permit be issued, subject to conditions, as the proposal is in accordance with the relevant planning policy framework and would result in an acceptable planning outcome.
Date of receipt of application:	28 March 2025

Summary

This planning permit application seeks approval for the use of the land for an indoor recreation facility and place of assembly, a reduction in car parking requirements, and the display of a business identification sign.

The application was advertised to adjoining and surrounding landowners and occupiers, and as a result one objection was received.

On 19 August 2026, the application was amended pursuant to Section 57A of the *Planning and Environment Act 1987* to include the construction of an acoustic fence. The amended plans were re-advertised to the immediately adjoining landowners and occupiers. No additional objections were received.

Recommendation

That Council supports Planning Permit Application PLN/2025/79 and a Notice of Decision to Grant a Permit be issued for the Use of the land for an indoor recreation facility (dance and yoga classes) and place of assembly, construction of a fence, reduction of car parking, and display a business identification sign at 123-125 High Street Woodend subject to the conditions outlined in Attachment 5.

Existing conditions and relevant history

Subject land

The subject land is situated on the north-western side of High Street, Woodend, within an established residential area. The land comprises two parcels, being Lot 1 and Lot 2 on PS905342. The site has a frontage of approximately 40.8m to Davy Street, a maximum depth of approximately 106m, and a total area of 2486sqm. Davy Street serves the site in a similar way to a service road to High Street.

The site contains a heritage dwelling known as *"Islay House"*, a restored Colonial Georgian-style residence originally established in the 1860s as the British American Hotel. The dwelling is accompanied by several outbuildings that are ancillary to the residential use of the land. The balance of the site comprises established gardens, open lawn areas, mature vegetation and areas of landscaping, with vehicle access provided from Davy Street. The site's spacious setting and established vegetation contribute to its heritage significance and the character of the surrounding residential area.

The land is situated in close proximity to the Woodend town centre and enjoys access to a range of services and facilities, including schools, community infrastructure, retail premises and Woodend Station.



Figure 1: Aerial view of subject site

Surrounds

The subject land is situated within an established residential area of Woodend and is surrounded predominantly by detached dwellings on generous township allotments.

The surrounding area is characterised by a mix of heritage and contemporary residential development, mature vegetation and established streetscapes that contribute to the township character of Woodend. Land surrounding the site is developed for a variety of residential, community and recreation purposes. Five Mile Creek traverses the Woodend Racecourse Recreation Reserve located to the west of the subject site. The Woodend Primary School is situated directly opposite the site on the eastern side of High Street, while Gilbert Gordon Reserve is located to the rear of the site. Both facilities contain dedicated on-site car parking areas.

The site benefits from direct access to High Street, a key arterial road and one of the principal northern gateways into Woodend. High Street forms part of the town's primary road network and provides direct connections to the commercial centre, educational and community facilities, recreational reserves and Woodend Railway Station. In addition to the dedicated parking associated with nearby community facilities, a range of public car parking opportunities are available within the nearby town centre and along surrounding streets. Accordingly, the site is well served by the existing road and parking network and is readily accessible by private vehicle, public transport, cycling and walking.



Figure 2: Site frontage - view from Davy Street



Figure 3: Davy Street

Registered restrictive covenants and/or Section 173 Agreements affecting the site

A current copy of title has been provided with the application which shows no Covenants, Section 173 Agreements or restrictions have been registered on the title to this property.

Previous planning permit history

A search of Council's records has found the following permit history:

Permit No.	Description
PLN/2000/479	Permit granted for the use and development of an outbuilding.
PLN/2012/489	Permit granted for buildings and works in the form of repairs and renovations to the existing dwelling and vegetation removal.
PLN/2023/82/A	Permit granted for development of the land for demolition of an existing outbuilding and repairs and routine maintenance to a dwelling. The outbuilding approved under this planning permit has been constructed and is the location for the uses proposed under this current application.

Proposal

The application seeks approval for the use of the land for an indoor recreation facility and place of assembly, construction of a fence, reduction of car parking, and a display a business identification sign.

The indoor recreation facility and place of assembly is proposed to be located within the existing outbuilding situated in the north-eastern corner of the subject site, as shown in Figure 4 below.



Figure 4: Studio for the proposed use (marked in red)

Indoor recreation facility

The proposed use comprises indoor recreational activities, specifically dance and yoga classes. All activities associated with the use would be conducted within the existing outbuilding, with no outdoor activities proposed as part of the operation.

The application proposes:

- Up to three weekday afternoon classes per week between 11:00am - 3:00pm, with a maximum of 10 patrons;

- One weekday evening class per week between 5:00pm - 10:00pm, with a maximum of 20 patrons; and
- One weekend daytime class per week between 10:00am - 5:00pm, with a maximum of 10 patrons.

In total, a maximum of five hours of regular classes are proposed per week. Patron numbers are proposed to vary between 10 - 20 people.

Place of assembly

The proposed place of assembly would consist of small-scale events, including music performances, exhibitions, workshops, private functions and birthday celebrations. All activities associated with the use are proposed to occur within the existing building, with no outdoor activities or events proposed. The facility is proposed to operate in accordance with the following schedule:

- Up to six indoor events per year, operating between 5:00pm - 10:00pm on weekends; and
- Up to two art exhibitions per year that would operate for up to a week. Each exhibition may include an opening night event operating between 5:00pm - 10:00pm on a weekday evening, with exhibition visitation otherwise occurring between 11:00am - 3:00pm during the exhibition period.

A maximum of 40 patrons is proposed for any place of assembly event, including exhibition opening nights and other approved events.

A Venue and Patron Management Plan, Acoustic Report and Traffic Assessment have been provided as part of the application material.

Construction of a fence

The proposal includes the construction of a 2.4m high acoustic fence along the rear boundary of 123-125 High Street and a section of the eastern boundary, as shown in Figure 5 below. The acoustic fencing is proposed in accordance with the recommendations of the submitted Acoustic Assessment and is intended to mitigate noise impacts to adjoining residential properties. The fence would comprise 25mm timber palings with overlapping boards and acoustic lining to create a continuous noise barrier between the site and neighbouring dwellings.

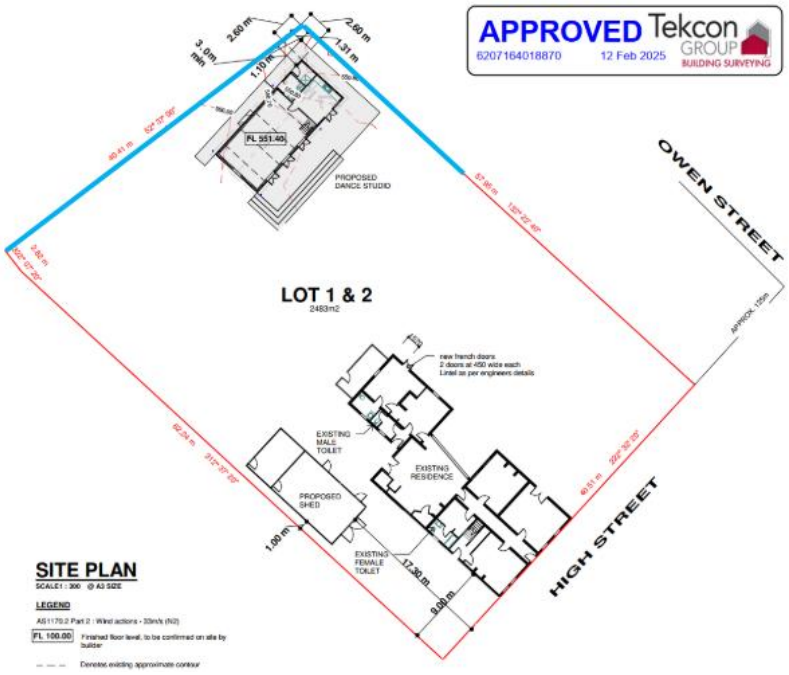


Figure 5 Proposed acoustic fence (in blue)

Reduction of car parking

Four (4) on-site car parking spaces are proposed to be provided on the subject land, as shown in Figure 5 below. These spaces would be available for patrons attending both proposed uses. A reduction of eight car parking spaces is sought as part of the application.



Figure 6: On-site car parking

Business identification sign

One 0.18sqm (0.6m x 0.3m) business identification sign is proposed to be displayed on the front gate of the property to identify the proposed land uses operating on the site.

The sign is proposed to comprise a timber frame with engraved dark metal lettering and would not be illuminated.

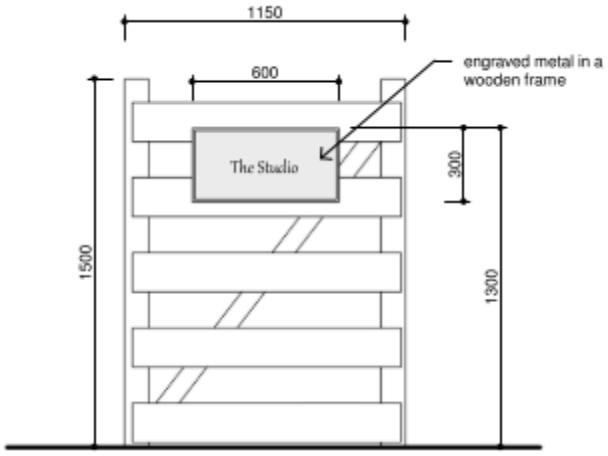


Figure 7: Proposed signage

Relevant Macedon Ranges Planning Scheme controls

Section 46AZK of the Planning and Environment Act 1987

Section 46AZK of the *Planning and Environment Act 1987* and Clause 51.07 of the Macedon Ranges Planning Scheme require Council as a Responsible Public Entity to not act inconsistently with any provision of the Statement of Planning Policy (SOPP) in exercising decision making powers. Attachment 1 contains the officer assessment against the SOPP.

Planning Policy Framework

Clause no.	Clause name
02.02	Vision
02.03	Strategic Directions
02.03-1	Settlement
02.03-5	Built Environment and Heritage
11.01-1S	Settlement
11.01-1L	Settlement – Woodend
13.05	Noise
13.07-1S	Land Use Compatibility
13.07-1L	Land Use Compatibility – Macedon Ranges
13.07-3S	Live Music
15.01-5S	Neighbourhood Character
15.03-1L	Heritage

Zoning

Clause no.	Clause name
32.09	Neighbourhood Residential Zone – Schedule 2

Overlay

Clause no.	Clause name
42.01	Environmental Significance Overlay – Schedule 4

43.01	Heritage Overlay HO109
44.04	Land Subject to Inundation Overlay – Schedule 1

Particular provisions

Clause no.	Clause name
52.05	Signs
52.06	Car Parking
52.34	Bicycle Facilities

General provisions

Clause no.	Clause name
65	Decision Guidelines

Cultural Heritage Management Plan assessment

	Assessment criteria	Assessment response
1	Is the subject property within an area of cultural heritage sensitivity as defined within the cultural heritage sensitivity mapping or as defined in Part 2 Division 3 or 4 of the *Aboriginal Heritage Regulations 2018*?	Yes
2	Does the application proposal include significant ground disturbance as defined in Part 1 Regulation 5 of *Aboriginal Heritage Regulations 2018*?	No
3	Is the application proposal an exempt activity as defined in Part 2 Division 2 of *Aboriginal Heritage Regulations 2018*?	Yes
4	Is the application proposal a high impact activity as defined in Part 2 Division 5 of *Aboriginal Heritage Regulations 2018*?	No

Based on the above assessment, a cultural heritage management plan is not required in accordance with Part 2 Division 1 of *Aboriginal Heritage Regulations 2018.*

The process to date

Referral

Authority (Section 55)	Response
Goulburn-Murray Water	No objection.
Greater Western Water	No objection, subject to conditions.
North Central Catchment Management Authority	No objection, subject to conditions.

Authority (Section 52)	Response
Department of Transport	No objection.

MRSC Engineering Unit	Supported the proposal, subject to conditions.
MRSC Heritage	Supported the proposal.

Advertising

Pursuant to Section 52 of the *Planning and Environment Act 1987*, the application was advertised by sending notices to the owners and occupiers of surrounding/adjoining land and by requiring a notice to be erected on the land for a period of 14 days.

One objection was received and is summarised below:

- Privacy and overlooking impacts on the adjoining residential property arising from the deck and outdoor activity areas.
- Noise impacts from patrons congregating in outdoor areas, particularly near the external toilet facilities.
- Potential impacts on the amenity and quiet enjoyment of neighbouring residential properties.
- Need for privacy and noise mitigation measures.
- Insufficient detail regarding venue operations, patron numbers, event management and the use of outdoor areas.
- A request for Council to independently assess privacy, noise and residential amenity impacts.

Following the submission of amended plans incorporating buildings and works associated with the installation of acoustic fencing to satisfy the recommendations of the acoustic assessment, the application was re-advertised to adjoining and surrounding owners and occupiers.

Officer assessment

In assessing the application, the following matters require consideration:

- Whether the proposed land uses are consistent with the purpose and decision guidelines of the Neighbourhood Residential Zone and broader planning policy framework and would result in any adverse amenity impacts.
- Whether the proposed fencing maintains the free passage and temporary storage of floodwaters.
- Whether the proposed reduction in car parking requirements is consistent with the purpose and decision guidelines of Clause 52.06 – Car Parking.
- Whether the proposed business identification sign is consistent with the purpose and decision guidelines of the Heritage Overlay, Clause 52.05 – Signs and the broader planning policy framework.
- Other Matters.

Whether the proposed land uses are consistent with the purpose and decision guidelines of the Neighbourhood Residential Zone and broader planning policy framework and would result in any adverse amenity impacts.

The Neighbourhood Residential Zone recognises that educational, recreational, community and other non-residential uses may be appropriate where they serve local community needs

and are compatible with the surrounding residential environment. The subject site is located within the Woodend Historic Residential Precinct, an area characterised by detached dwellings, heritage buildings, generous, landscaped setbacks and a spacious residential character.

In this regard, the zone anticipates that certain non-residential uses may be appropriately located within residential areas where they provide a community benefit and can operate without generating unreasonable impacts in terms of noise, traffic, parking demand, hours of operation or visual bulk. The assessment of such proposals therefore requires consideration of whether the use is compatible with surrounding residential land use and development and can maintain the amenity and character objectives of the zone.

The proposed land uses provide a facility for recreational, cultural and community-focused activities within an established township location. This supports the objectives of Clauses 02.03 and 11 (Settlement) which support the provision of services and community facilities within established townships and recognise Woodend's role as a district town serving both the local community and the broader region.

In considering the decision guidelines of the Neighbourhood Residential Zone, the key issue is whether the proposed use can be accommodated in a manner that remains compatible with the amenity of the surrounding residential area. This requires consideration of the scale and intensity of the use and potential amenity impacts.

The proposed land uses are of a modest scale relative to the size of the site and the capacity of the building. However, management of these activities does need to be appropriately managed in order to ensure there are no adverse amenity impacts due to noise, privacy, overlooking or light spill. The objection raised concerns regarding potential noise impacts associated with patron activity, outdoor gathering spaces, music, events and the use of external facilities.

Venue and Patron Management

Clauses 02.03-7 and 13 (Environmental Risks and Amenity) seek to minimise land use conflicts and protect sensitive uses from unreasonable amenity impacts. The Venue and Patron Management Plan submitted as part of the application material provides a framework for the ongoing management of the venue and associated patron activities.

The Plan includes measures relating to security arrangements, event and risk management, complaint handling, management of outdoor areas, noise attenuation, smoking, lighting and waste management. Importantly, the Plan includes measures to minimise off-site impacts, including prohibiting loitering outside the venue, requiring patrons to keep noise to a minimum when arriving and departing the site, monitoring patron behaviour during arrival and departure periods and maintaining communication with neighbouring residents.

The Plan also establishes a complaints management process whereby concerns are managed directly by the venue operator. The Venue and Patron Management Plan broadly demonstrates that patron behaviour, noise and other amenity impacts can be suitably managed to protect neighbouring properties.

However, the document lacks the level of detail typically expected of an operational management plan for a proposal of this nature. In several instances, the Plan contains broad commitments without clearly identifying implementation measures, responsibilities, monitoring procedures or compliance mechanisms.

These shortcomings can reasonably be addressed through a permit condition requiring an amended Venue and Patron Management Plan to be provided which includes much clearer details and commitments.

Noise

Clause 13.05-1S (Noise Management) seeks to ensure noise emissions do not adversely affect community amenity and human health. Accordingly, the assessment focusses on whether the proposal would result in unreasonable noise impacts to nearby sensitive uses.

The Acoustic Assessment Report, prepared by Waveform Acoustics, assessed the potential noise impacts associated with the proposed use, including amplified music, patron activity, vehicle movements, deliveries and occasional events, having regard to the requirements of EPA Publication 1826.

The assessment establishes applicable EPA noise limits, undertakes background noise monitoring and identifies a range of acoustic attenuation and operational management measures to minimise noise impacts on surrounding residential properties. Whilst the assessment does not include detailed predictive noise modelling of the proposed activities, it concludes that the proposed use can comply with the relevant EPA noise requirements subject to implementation of the recommended acoustic and operational measures.

These measures include acoustic treatment of the building, installation and calibration of a noise-limiting device for amplified music, restrictions on outdoor music, patron management procedures, noise awareness signage, acoustic door seals, floor and ceiling insulation, acoustic fencing and post-occupancy acoustic testing. It is considered that these measures, together with appropriate permit conditions requiring their implementation, provide an acceptable framework for managing potential amenity impacts associated with the proposal.

The Acoustic Assessment specifically recommends the installation of acoustic fencing along sections of the northern (rear) and eastern (side) boundaries of the site to mitigate noise associated with patron arrival and departure and to reduce direct noise transmission towards adjoining residential properties. The assessment demonstrates that potential noise impacts can be appropriately managed. Accordingly, permit conditions should require the implementation of all recommendations contained within the Acoustic Assessment, including construction of the acoustic fencing, prior to commencement of the use.

To ensure the measures within the Acoustic Assessment and Patron Management Plan are effective, it is recommended a permit condition be included requiring submission of a post-occupancy acoustic compliance assessment within 3 months of the use commencing. Should it be found that noise levels exceed the EPA requirements, the use must cease until further mitigation measures can be appropriately implemented to address any non-compliances.

Having regard to the scale of the proposal, the limited patron numbers, the findings and recommendations of the Acoustic Assessment, the proposed acoustic fencing, and the provision of a Venue and Patron Management Plan, the proposal would not result in unreasonable noise impacts on surrounding residential properties. While the objector's concerns are acknowledged, the acoustic evidence demonstrates that compliance with the EPA noise requirements can be achieved through the recommended acoustic and operational measures, which can be secured through permit conditions.

Privacy and Overlooking

The objection raised concerns regarding potential privacy impacts to adjoining residential properties (in particular 6 Davy Street), particularly views from the rear deck area associated with the studio, including the external toilet facilities.

The existing boundary fencing between the subject site and adjoining residential properties comprise predominantly open-style fencing, which allows direct views between the properties. As a result, patrons accessing the rear deck and external toilet facilities would

have the potential to overlook adjoining private open space areas and rear yards. This has the potential to diminish the privacy of neighbouring residents, particularly during periods when the venue is operating and being used for events.

Whilst Clause 55 does not strictly apply to a non-residential use of this nature, its overlooking standards provide a useful benchmark for assessing potential privacy impacts. In this regard, the rear deck associated with the studio appears to be less than 0.88m (approximately 0.551m) above natural ground level. Applying the principles of Standard B22 (Overlooking), a screen or barrier with a minimum height of 1.8 metres would generally be sufficient to prevent unreasonable overlooking into adjoining secluded private open space.

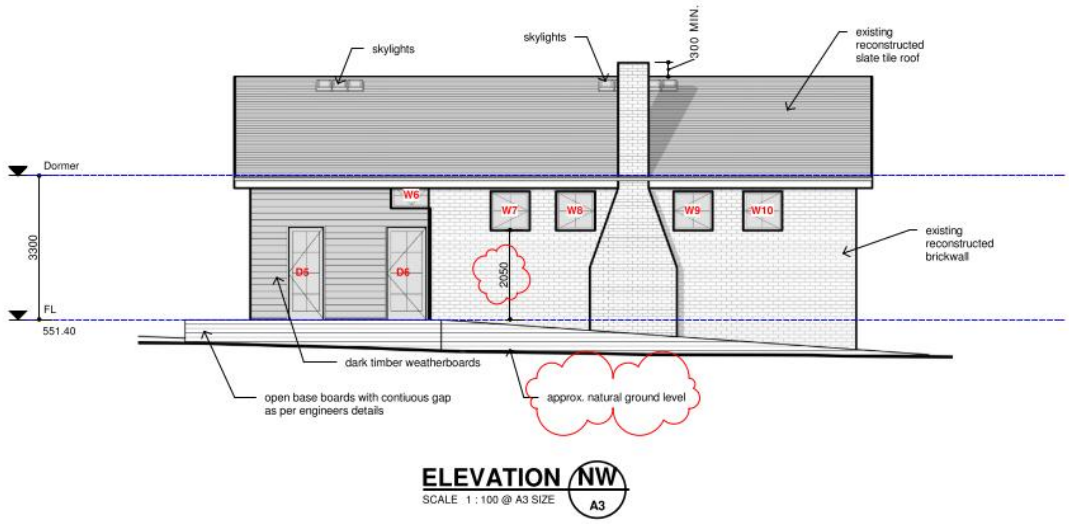


Figure 8 Rear elevation of the studio

Following the first round of advertising, the application was amended to include the installation of a 2.4m high acoustic fence along sections of the rear and eastern boundaries of the site. Whilst this fence is primarily intended to address noise issues, it would also prevent direct views from the deck and outdoor activity areas towards adjoining residential properties, thereby addressing the privacy concerns raised by the objector. Accordingly, the privacy concerns raised by the objector are capable of being satisfactorily addressed through appropriate permit conditions requiring implementation of the recommended acoustic fencing.

Whether the proposed fencing maintains the free passage and temporary storage of floodwaters

The subject site is affected by a Land Subject to Inundation Overlay and the proposed acoustic fencing therefore requires assessment regarding its potential impact on flood behaviour, including the free passage and temporary storage of floodwaters. A key consideration is whether the fencing would obstruct flood flows, reduce the flood storage capacity of the floodplain, or increase flood risk on adjoining land.

The application was referred to the North Central Catchment Management Authority (NCCMA) as the relevant floodplain management authority, who did not object to the granting of a permit, subject to a condition requiring the acoustic fence to be open style up to the level of the applicable 1% AEP flood, to ensure floodwaters can pass through with minimal restriction.

The Acoustic Assessment confirms that this condition can be met using transparent fencing fitted with a UV-resistant acoustic curtain rather than the more standard solid acoustic

barrier. The report confirms that this design achieves the required acoustic attenuation while responding to floodplain requirements.

This provides confidence that the proposed fencing can be designed and constructed in a manner that does not unreasonably impede flood flows or adversely affect flood storage characteristics within the area. A permit condition is recommended to require the design of the fence to updated to allow for the flow of water. Any fencing within the flood-prone sections of the site would be required to comply with the requirements of the relevant flood management authority and any permit conditions relating to flooding.

Whether the proposed reduction in car parking requirements is consistent with the purpose and decision guidelines of Clause 52.06 – Car Parking

Clause 52.06-5 of the Macedon Ranges Planning Scheme requires a place of assembly to provide 0.3 car parking spaces for each patron. Based on a maximum patron capacity of 40 people, the proposal generates a statutory requirement of 12 car parking spaces. The site currently contains four existing car parking spaces, and no additional parking is proposed. Accordingly, a reduction of eight car parking spaces is sought.

No statutory parking rate is specified for an indoor recreation facility under Clause 52.06-5. In these circumstances, Clause 52.06-6 requires parking to be provided to the satisfaction of the responsible authority, having regard to the likely parking demand generated by the use and the relevant decision guidelines.

The application was accompanied by a Traffic Engineering Assessment prepared by *Traffix Group* that provides details of the proposed venue's operation, expected traffic generation and parking demand.

In determining whether the provision of four on-site car parking spaces is satisfactory, consideration must be given to:

- The likelihood of multi-purpose trips within the locality that may be combined with a trip to the site in connection with the proposed use.
- The availability of public transport serving the site and surrounding area.
- The existing car parking supply available on the subject land.
- The likely car parking demand generated by the proposed use, including both short-term and longer-term parking requirements.
- The availability of alternative parking opportunities within the locality, including on-street parking and public car parks.
- The practicality and appropriateness of providing additional car parking on the site having regard to the site's constraints and characteristics.

Likelihood of Multi-Purpose Trips

The subject site is located within an established area of Woodend in close proximity to a range of community facilities, recreational areas and accommodation opportunities. The proposed use is associated with the existing Islay House accommodation, and the Traffic Engineering Assessment notes that some patrons attending the venue may already be staying at the premises or visiting the area for other purposes. As a result, a proportion of vehicle trips associated with the proposal are likely to be linked with existing travel patterns rather than generating wholly new parking demand.

Availability of Public Transport

The site is located within the township of Woodend, where public transport options are available (although limited) and can provide an alternative means of access for some patrons. In addition, the site's proximity to residential areas and the town centre increases opportunities for walking and cycling, particularly for smaller classes and community-based activities. These factors reduce reliance on private vehicle travel and support a reduced on-site parking provision.

Existing car parking supply

The site currently contains four on-site car parking spaces, which are used in association with the existing operation of Islay House accommodation. These four spaces form the site's existing parking supply and are available for guests, visitors and staff.

The Car Parking Demand Assessment notes that some patrons and staff associated with the proposed venue may already be guests, visitors or employees of Islay House and therefore may not generate additional parking demand.

While the extent of this overlap has not been quantified, it is reasonable to expect that a proportion of venue users may already be present on the site in connection with the existing accommodation use, potentially reducing the overall parking demand associated with the proposal. The assessment also notes that larger functions are expected to be linked with accommodation bookings at Islay House, enabling the existing on-site parking supply to accommodate a portion of visitor demand and reducing the extent of any parking shortfall associated with the proposal.

Car parking demand likely to be generated

The Car Parking Demand Assessment identifies that regular classes such as yoga and dance sessions, are likely to generate demand for approximately 3 to 6 car parking spaces. Larger events, exhibitions and performances involving up to 40 patrons may generate a demand for up to 12 spaces, however these activities are proposed to occur only occasionally, being limited to six events per year and two exhibition opening nights annually.

The assessment adopts a conservative methodology by applying the place of assembly parking rate across all proposed activities, including those associated with the indoor recreation facility use. As such, the estimated parking demand represents a reasonable worst-case scenario. Furthermore, the venue will operate on a booking basis, and events are proposed to avoid periods when parking demand in the locality is highest, including school drop-off and pick-up times, market hours and sporting events.

Having regard to the limited scale of the activities and the infrequent nature of larger events, the likely parking demand generated by the proposal is not excessive.

Event	Frequency	Day	Time	Patronage	Parking Demand
Class (1 hour)	0-3 per week	Weekday Afternoon	11am-3pm	10 patrons	3 spaces
Class (1 hour)	1 per week	Weekday Evening	5pm-10pm	20 patrons	6 spaces
Class (1 hour)	1 per week	Weekend Daytime	10am-5pm	10 patrons	3 spaces
Events	0-6 per year	Weekend	5pm-10pm	40 patrons	12 spaces
Exhibitions[1]	0-2 per year	Weekday Night	5pm-10pm	40 patrons	12 spaces

Notes:

1. Noting that exhibitions are week-long events which consist of an opening night on a weekday evening limited to 40 patrons between 5.00pm to 10.00pm and in the order of 2-3 patrons during the week between 11.00am and 3.00pm.

Figure 9 Car Parking Demands associated with proposed uses

Availability of car parking in the locality

A key consideration under Clause 52.06-7 is the availability of parking within the surrounding area. The Traffic Engineering Assessment identifies a substantial supply of public parking within walking distance of the site, including parking along Davy Street adjoining Islay House, nearby open space areas, the Woodend Primary School outside school hours, the Visitor Information Centre and surrounding road reserves. Collectively, these areas provide approximately 214 parking spaces.

The assessment also reviewed historical Nearmap aerial imagery captured on three separate occasions corresponding with the proposed operating periods, being 10:56am on Thursday 14 August 2025, 1:32pm on Saturday 12 April 2024 and 1:08pm on Thursday 21 November 2024. The assessment identified approximately 13 to 40 vehicles parked within the broader survey area at the time of each image, equating to a peak parking occupancy of around 20% of the estimated public parking supply. On this basis, the report concludes that approximately 174 public parking spaces remain available within the locality during periods that generally correspond with the proposed operating hours, indicating a substantial level of spare parking capacity.

Therefore, any overflow parking demand generated by the proposal can be readily accommodated without resulting in adverse impacts on nearby properties or the operation of the local road network.

Practicality of providing additional on-site parking

Clause 52.06-7 also requires consideration of the practicality of providing additional parking on the site. The Traffic Engineering Assessment notes that the character and operation of the site rely heavily on the retention of established landscaped areas that contribute to the setting and amenity of Islay House. The construction of additional parking spaces would result in a reduction of these landscaped areas and would compromise the site's character and presentation.

Given the relatively low parking demand associated with regular activities, the limited frequency of larger events and the substantial parking capacity available within the locality, additional on-site parking is not considered necessary. In this instance, retention of the

landscaped setting to this heritage dwelling is a more appropriate planning outcome than the provision of additional car parking.

Traffic impacts

The Traffic Engineering Assessment concludes that the proposal would generate only a modest increase in vehicle movements. High Street functions as a Transport Zone 2 road and has sufficient capacity to accommodate the traffic associated with the proposed uses. The assessment finds that the proposal will not adversely affect the operation or safety of the surrounding road network.

Having regard to the existing on-site parking supply, the findings of the Car Parking Demand Assessment, the availability of substantial public parking within the locality, and the physical constraints associated with providing additional parking on the site, the proposed reduction of eight car parking spaces is considered acceptable. The site is well served by the existing road network and nearby public parking facilities, which can accommodate the anticipated parking demand associated with the proposal, including occasional larger events. In these circumstances, requiring additional on-site parking would provide limited benefit and would detract from the landscaped setting and character of the site. Accordingly, the proposal is considered to satisfy the objectives and decision guidelines of Clauses 52.06-6 and 52.06-7 of the Macedon Ranges Planning Scheme.

Whether the proposed business identification sign is consistent with the purpose and decision guidelines of the Heritage Overlay, Clause 52.05 – Signs and the broader planning policy framework

The proposed business identification sign requires a planning permit under the Heritage Overlay and Clause 52.05 (Signs) of the Macedon Ranges Planning Scheme. Accordingly, the proposal has been assessed against the relevant heritage considerations and the decision guidelines of Clause 52.05-8.

Under the Heritage Overlay, consideration must be given to whether the proposal would adversely affect the significance, character or appearance of the heritage place. The sign is proposed to be located on the front gate facing Davy Street, at the edge of HO109, which applies to Islay House (Former Shop and Residence). The sign adopts a simple and understated design comprising a timber frame with engraved dark metal lettering and does not include illumination. Given its modest scale and discreet placement at the site entrance, the sign is sympathetic to the heritage setting and would not detract from the significance, character or appearance of the heritage place.

Clause 52.05-8 requires consideration of the character of the area, impacts on views and vistas, the relationship of the sign to the streetscape and host site, associated structures, illumination and road safety.

In relation to neighbourhood character, the sign is consistent with the established heritage character of the locality and responds appropriately to the heritage setting of the site through its restrained design and use of traditional materials. The sign would remain subordinate to both the host building and the surrounding streetscape. Attached to an existing front gate, it would not obstruct important views, dominate the skyline or adversely affect significant public vistas. The proposal will maintain views of the heritage building and surrounding streetscape and will not impede visibility of other signage or notable features within the public realm.

The sign is appropriately scaled to the host site and will provide business identification without overwhelming the presentation of the property. No additional supporting structures are required, and the proposal does not involve alteration of any significant heritage fabric.

Accordingly, the sign will integrate satisfactorily with the existing site while maintaining the visual quality of the surrounding environment.

The proposal does not include illumination or a logo box and will therefore not result in glare, light spill or visual distraction that could adversely affect the amenity of the area or nearby land uses. Similarly, the sign is unlikely to create road safety concerns as it will not obstruct sightlines, interfere with traffic control devices, distract motorists or be mistaken for traffic signage.

Having regard to the decision guidelines of the Heritage Overlay and Clause 52.05-8, the proposed sign is appropriately scaled, designed and located, and will integrate satisfactorily with both the heritage place and the surrounding streetscape. The proposal will not result in adverse heritage, visual amenity or road safety impacts and is therefore considered an acceptable planning outcome.

Other Matters

Clause 52.34 (Bicycle Facilities) seeks to encourage cycling as an alternative mode of transport by ensuring the provision of secure, accessible and convenient bicycle parking facilities. Pursuant to Clause 52.34-5, a Place of Assembly is required to provide one bicycle parking space for every 1,500 square metres of net floor area. The proposed studio has a total floor area of approximately 103.64m², comprising 85.74m² at ground level and a 17.9m² mezzanine storage area. Based on the bicycle parking rate specified in Clause 52.34, no bicycle parking spaces are required for the development.

Notwithstanding this, four bicycle parking spaces are proposed to be provided within the front gate adjacent to the pedestrian accessway, in a location that is convenient and accessible for patrons arriving by bicycle. The provision of four bicycle parking spaces significantly exceeds the statutory requirement and supports sustainable transport objectives. Accordingly, the proposal satisfies the objectives and requirements of Clause 52.34 (Bicycle Facilities).

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

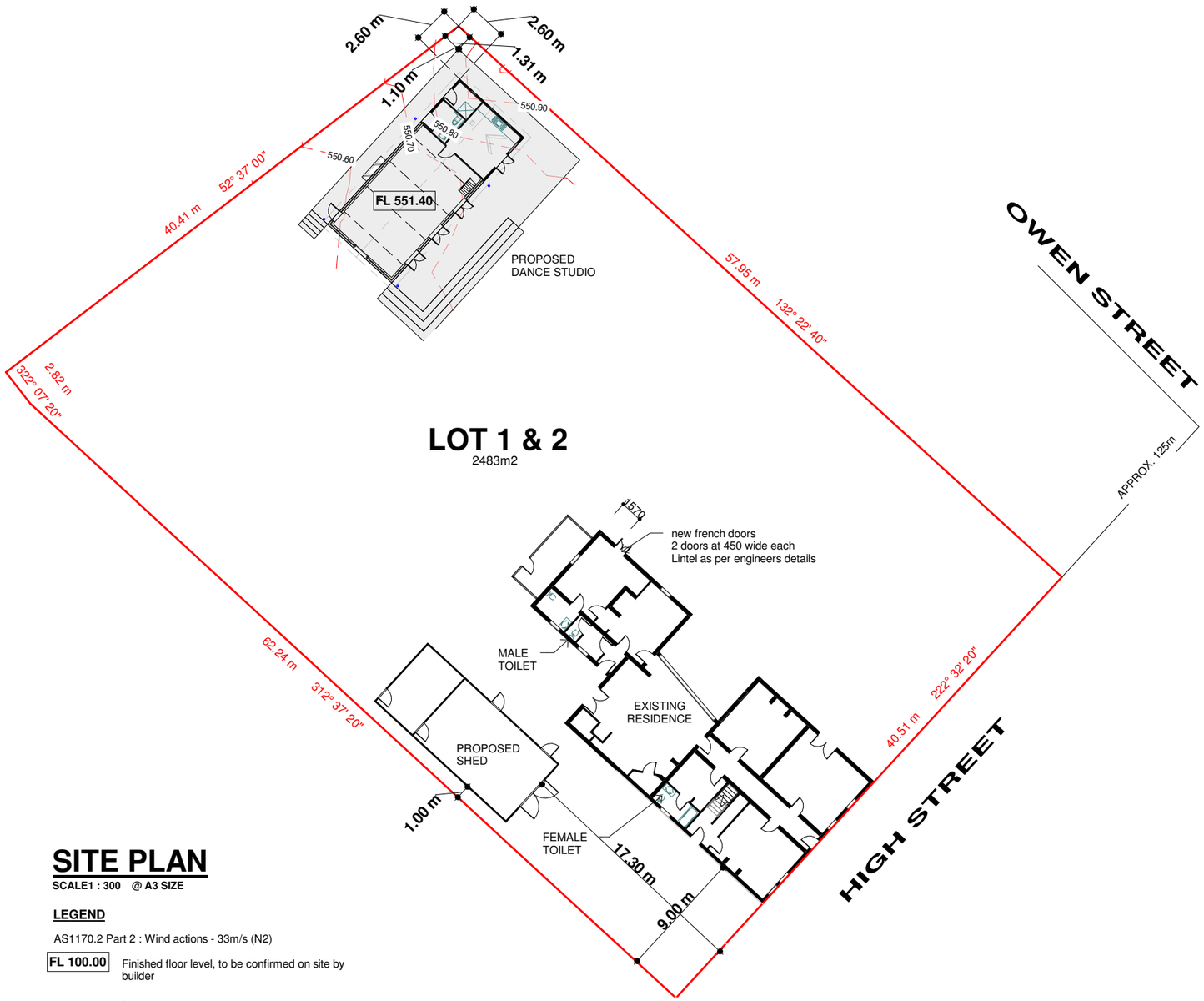
- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.



SITE PLAN

SCALE1 : 300 @ A3 SIZE

LEGEND

AS1170.2 Part 2 : Wind actions - 33m/s (N2)

FL 100.00 Finished floor level, to be confirmed on site by builder

— — — Denotes existing approximate contour

SITE NOTES

The builder shall confirm all Dimensions, heights, roof slopes, levels and BAL report requirements when required on site before ordering materials and starting of any works. Report all discrepancies for clarification.

Installation of all services shall comply with the respective supply authority requirements.

EXISTING SERVICES ARE NOT SHOWN ON THESE DRAWINGS. IT IS THE RESPONSIBILITY OF THE OWNER/BUILDER TO LOCATE ALL SERVICES UNDER AND AROUND PROPOSED WORKS AREA.

The maintenance of the site is the responsibility of the owner.
Owner to read and follow guidance of CSIRO, BTF 18, Foundation maintenance and footing performance : A homeowners guide".

Finished ground surface to be graded away from building : -
50mm for the first 1000mm

DRAINAGE NOTES

Site drainage is indicative only, builder to confirm all levels and falls.

Drainage to be installed as per NCC 2022 section 3.3 - "Drainage" & AS 3500 "National Plumbing and Drainage Code".

Builder to confirm all drainage requirements have been achieved as per NCC 2022 & AS 3500 at completion of project.

During construction, water run-off shall be collected and channeled away from building/footings.

Subsoil Drainage :
When installing A.G. Drains at base of cuts, install silt traps at each end of A.G. drain before discharging into Stormwater system.

SITE COVERAGE

AREA	m2	SQ's
PROPOSED DANCE STUDIO	85.7	9.2
PROPOSED STUDIO DECK	105.4	11.3
EXISTING RESIDENCE	261.4	28.1
PROPOSED SHED	71.1	7.7
TOTAL SITE COVERAGE	523.6	56.4

SITE ANALYSIS

SITE COVERAGE OBJECTIVE Standard A5 - **40%** max.	
Site Area	2483 m2
Building Areas	521 m2
SITE COVERAGE	**21%**
PERMEABILITY OBJECTIVE Standard A6 - **30%** min.	
PERMEABILITY	**79%**
GARDEN AREA REQUIREMENT	
Minimum area required	**35%**
Garden area required	869 m2

MINIMUM GARDEN AREAS
Garden areas shall be consisting of lawns & garden beds. This area shall not include car parking, or any buildings or roofed areas.

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Issue: **PERMIT ISSUE** The Builder/Owner is responsible for obtaining all required building, planning or any other permits/reports where required. Print Date 4/04/2024 1:24:59 PM	Project: **PROPOSED BUILDINGS FOR TARNI JAMES 123 HIGH STREET WOODEND 3442**	Title North: N W E S	CAMPASPE DRAFTING Phone 0483 024 741 E : campaspedrafting@gmail.com W : www.campaspe.com.au	Drawn: ALAN HARBOURD DP-AD 16041	Date: MAR 2024	Job No. **2419** / Rev **A**
				Drawing Title: **SITE PLAN**		Drawing No. **A2**

SL - sliding
DH - double hung
AW - awning
CA - casement
FX - fixed

SL1412 OBS

nominal width (e.g. 12 = 1.2m approx)
obscure glass
nominal height (e.g. 14 = 1.4m approx)

WINDOW LEGEND

GLAZING NOTES

- Glazing to be designed by manufacturer and to be in accordance with AS1288. - Glass in Buildings & AS 2047 & NCC 2022 part 8.4
- Window sizes nominated are nominal frame size only.
- Actual size may vary according to manufacturer.
- Safety glazing to be provided in accordance with part 8.3 & 8.4 of NCC 2022.

Bathrooms and Ensuites

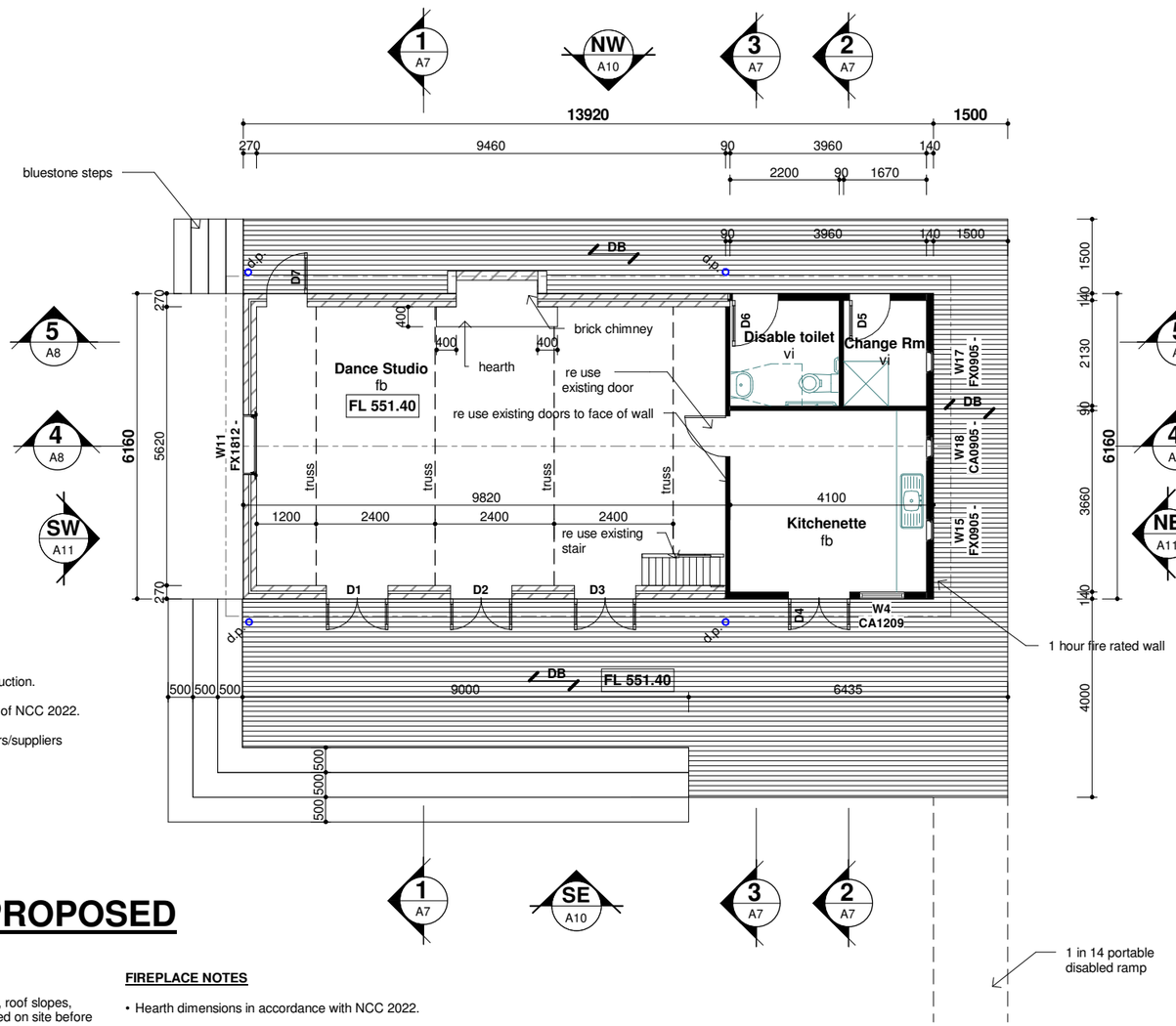
- Owner to confirm if windows in bathrooms and ensuites are to be opaque.

Safety Glazing to following rooms (as per NCC 2022) :-

- All rooms - within 500mm of finished floor level.
- Bathrooms - all glazing in bathrooms, ensuites, spa rooms or the like, including shower doors, screens.
- Bath enclosures and associated windows within 2000mm vertical from bath or shower base or finished floor level.
- Doorway - within 300 horizontal from all doors.

DOOR & WINDOW NOTES

- Sizes nominated are nominal only builder to confirm construction.
- Safety glazing to be provided in accordance with 8.3 & 8.4 of NCC 2022.
- All hardware and equipment to be installed to manufacturers/suppliers recommendations.
- Full lock set to external doors
- Builder to check tolerances prior to construction.



FLOOR PLAN - PROPOSED

SCALE 1 : 100 @ A3 SIZE

LEGEND

The builder shall confirm all Dimensions, heights, roof slopes, levels and BAL report requirements when required on site before ordering materials and starting of any works. Report all discrepancies for clarification.

FL 100.00	Finished floor level, to be confirmed on site by builder
	110 clay brick Refer Engineers drawings for articulation joints
	New Studwall
d.p.	down pipe
fb	Floor boards
ti	Tiles
vi	Vinyl
DB	Denotes Decking board direction Spaced decking is nominally spaced at 3 mm (in accordance with standard industry practice)

FIREPLACE NOTES

- Hearth dimensions in accordance with NCC 2022.
- Flue to extend a minimum of 300mm above the highest part of the building within 3.6m of flue.

SUB-FLOOR NOTE:

If the sub-floor clearance is **less than 400mm ,** the entire sub-floor must either be Sprayed with an approved termite chemical treatment

OR

- the entire frame to be H3 Termite treated timber.
- Sub-floor clearance from ground level must be a minimum of 150mm.
- Where sub floor clearance is **less than 150mm,** H4 treated timber must be used.

DECKING

Floor joists & bearers to be **H3** treated.

BAL CONSTRUCTION NOT REQUIRED
This property is not in a designated bushfire prone area.

All construction, works to comply with as1428.1 design for access and mobility and disability discrimination act requirements.
Builder to confirm all these construction details meets current code.

FLOOR PLAN - MEZZ.

SCALE 1 : 100 @ A3 SIZE

PROTECTION OF OPENABLE WINDOWS
A window opening must be provided with protection, if the floor below the window in a bedroom is more than 2.0m above the finished surface beneath.
Where the lowest level of the opening is less than 1.7m above the floor must have :-

The openable portion of the window must be protected with:-

- a device capable of restricting the window opening to 120mm or
- a screen with secure fittings capable of withstanding a force of 250N.

Device or screen to comply with requirements as setout in NCC 2022 11.3.7 & 11.3.8 Protection of openable windows.

FLOOR AREAS

AREA	m2	SQ's
EXISTING RESIDENCE	261.4	28.1
PROPOSED DANCE STUDIO	85.7	9.2
PROPOSED STUDIO DECK	105.4	11.3
TOTAL FLOOR AREA	452.5	48.7

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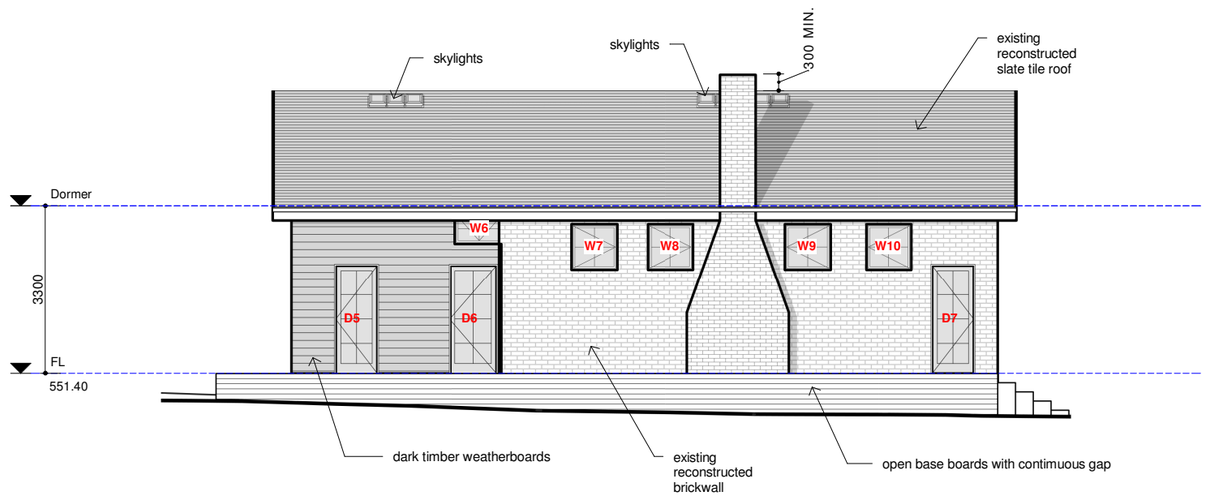
Issue **PERMIT ISSUE**
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Print Date 4/04/2024 1:24:59 PM

Project
PROPOSED BUILDINGS FOR TARNI JAMES
123 HIGH STREET
WOODEND 3442

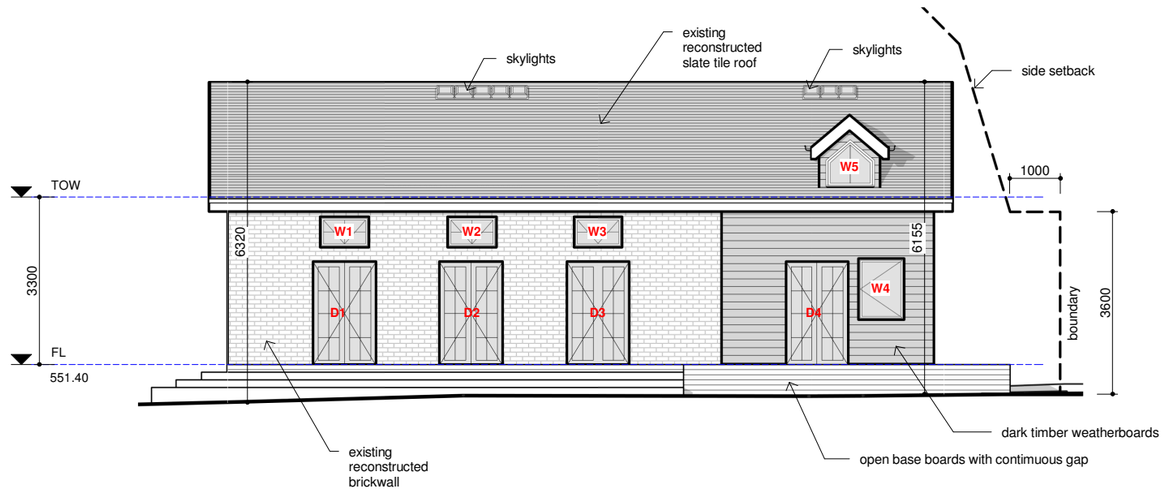
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Job No. 2419
Rev A
Drawing Title **FLOOR PLAN**
Drawing No. **A3**



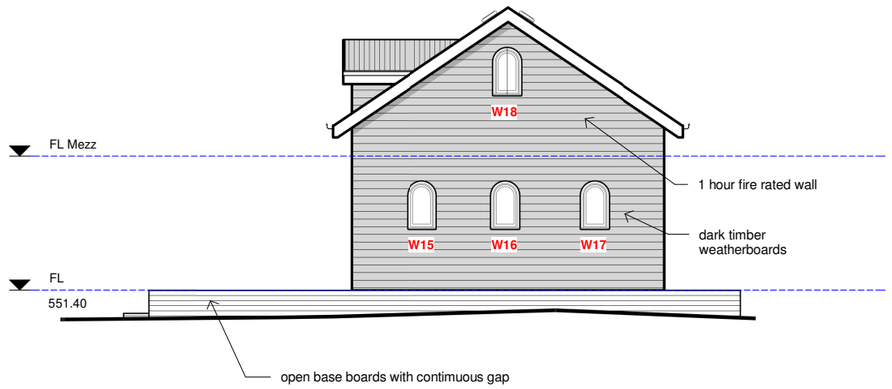
ELEVATION NW
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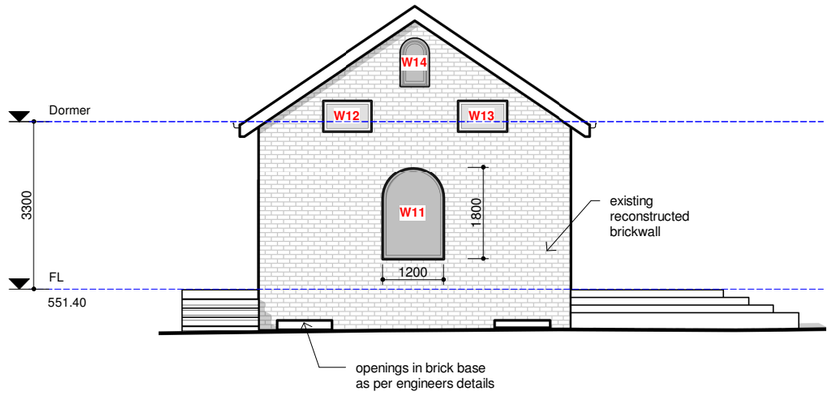
ELEVATION SE
SCALE 1 : 100 @ A3 SIZE
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PERMIT ISSUE The Builder/Owner is responsible for obtaining all required building, planning or any other permits/reports where required.	**PROPOSED BUILDINGS FOR TARNI JAMES 123 HIGH STREET WOODEND 3442**		CAMPASPE DRAFTING Phone 0483 024 741 E : campaspedrafting@gmail.com W : www.campaspe.com.au	ALAN HARBOURD DP-AD 16041	MAR 2024	**2419**	**A**
Print Date 4/04/2024 1:25:02 PM				**Drawing Title** **ELEVATIONS**		**Drawing No.** **A10**	



ELEVATION NE
SCALE 1 : 100 @ A3 SIZE
A3



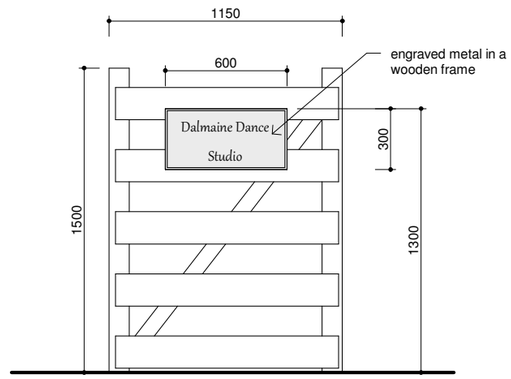
ELEVATION SW
SCALE 1 : 100 @ A3 SIZE
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				Drawing Title **ELEVATIONS**		**Drawing No.** **A11**



SITE PLAN - PARKING

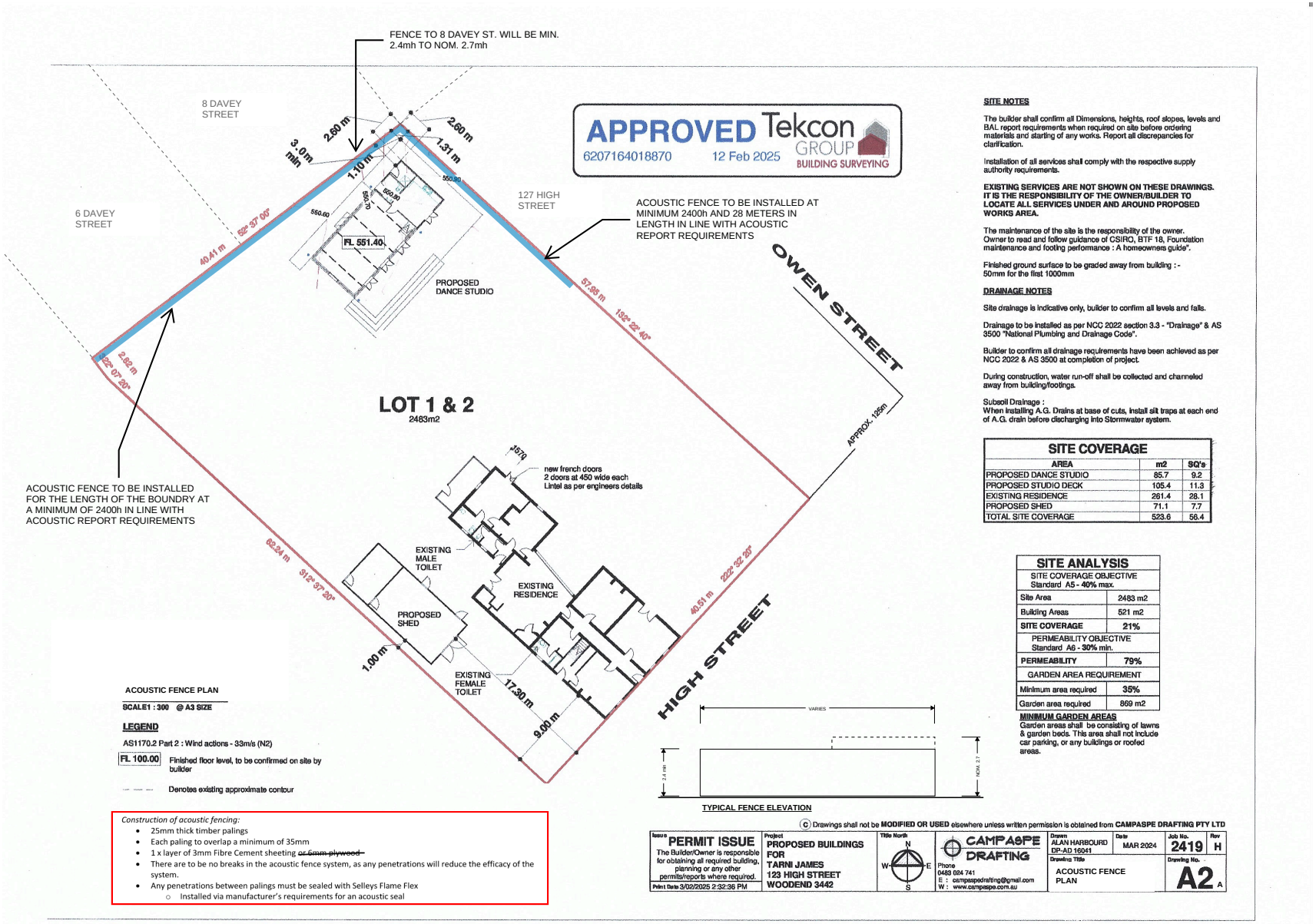


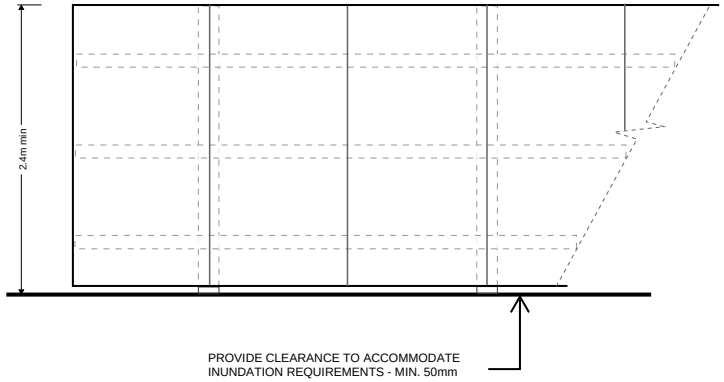
SIGNAGE

PRELIMINARY

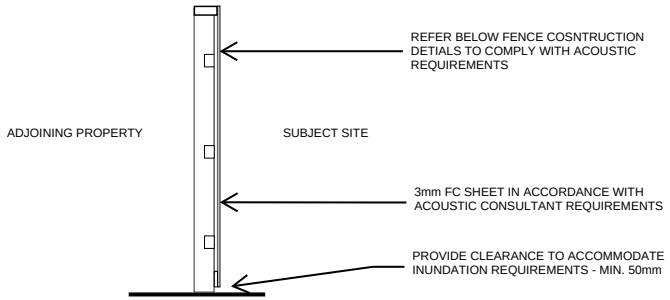
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Issue THIS DRAWING IS **PRELIMINARY** AND INCOMPLETE **NOT TO BE USED FOR PERMIT APPLICATIONS**	**Project** **PROPOSED BUILDINGS FOR TARNI JAMES 123 HIGH STREET WOODEND 3442**	**Title North**	CAMPASPE DRAFTING Phone 0483 024 741 E : campaspedrafting@gmail.com W : www.campaspe.com.au	**Drawn** ALAN HARBOURD DP-AD 16041	**Date** MAR 2024	**Job No.** 2419 / **Rev** J1
Print Date 28/05/2025 2:46:49 PM				**Drawing Title** PARKING		**Drawing No.** A17


FENCE TO 8 DAVEY ST. WILL BE MIN. 2.4mh TO NOM. 2.7mh
8 DAVEY STREET
6 DAVEY STREET
127 HIGH STREET
APPROVED Tekcon GROUP BUILDING SURVEYING
6207164018870 12 Feb 2025
ACOUSTIC FENCE TO BE INSTALLED AT MINIMUM 2400h AND 28 METERS IN LENGTH IN LINE WITH ACOUSTIC REPORT REQUIREMENTS
OWEN STREET
HIGH STREET
LOT 1 & 2
2483m2
PROPOSED DANCE STUDIO
FL 551.40
ACOUSTIC FENCE TO BE INSTALLED FOR THE LENGTH OF THE BOUNDRY AT A MINIMUM OF 2400h IN LINE WITH ACOUSTIC REPORT REQUIREMENTS
new french doors 2 doors at 450 wide each Lintel as per engineers details
EXISTING MALE TOILET
EXISTING RESIDENCE
PROPOSED SHED
EXISTING FEMALE TOILET
APPROX. 125m
2.60 m
3.0m min
1.10 m
1.31 m
40.41 m
62° 37' 00"
57.98 m
152° 07' 20"
2.82 m
62.24 m
312° 37' 20"
40.51 m
222° 52' 20"
1.00 m
17.30 m
9.00 m
SITE NOTES
The builder shall confirm all Dimensions, heights, roof slopes, levels and BAL report requirements when required on site before ordering materials and starting of any works. Report all discrepancies for clarification.
Installation of all services shall comply with the respective supply authority requirements.
EXISTING SERVICES ARE NOT SHOWN ON THESE DRAWINGS. IT IS THE RESPONSIBILITY OF THE OWNER/BUILDER TO LOCATE ALL SERVICES UNDER AND AROUND PROPOSED WORKS AREA.
The maintenance of the site is the responsibility of the owner. Owner to read and follow guidance of CSIRO, BTF 18, Foundation maintenance and footing performance : A homeowners guide".
Finished ground surface to be graded away from building :- 50mm for the first 1000mm
DRAINAGE NOTES
Site drainage is indicative only, builder to confirm all levels and falls.
Drainage to be installed as per NCC 2022 section 3.3 - "Drainage" & AS 3500 "National Plumbing and Drainage Code".
Builder to confirm all drainage requirements have been achieved as per NCC 2022 & AS 3500 at completion of project.
During construction, water run-off shall be collected and channeled away from building/footings.
Subsoil Drainage :
When installing A.G. Drains at base of cuts, install silt traps at each end of A.G. drain before discharging into Stormwater system.
SITE COVERAGE
AREA | m2 | SQ's
PROPOSED DANCE STUDIO | 85.7 | 9.2
PROPOSED STUDIO DECK | 105.4 | 11.3
EXISTING RESIDENCE | 261.4 | 28.1
PROPOSED SHED | 71.1 | 7.7
TOTAL SITE COVERAGE | 523.6 | 56.4
SITE ANALYSIS
SITE COVERAGE OBJECTIVE Standard A5 - 40% max.
Site Area | 2483 m2
Building Areas | 521 m2
SITE COVERAGE | 21%
PERMEABILITY OBJECTIVE Standard A6 - 30% min.
PERMEABILITY | 79%
GARDEN AREA REQUIREMENT
Minimum area required | 35%
Garden area required | 869 m2
MINIMUM GARDEN AREAS
Garden areas shall be consisting of lawns & garden beds. This area shall not include car parking, or any buildings or roofed areas.
ACOUSTIC FENCE PLAN
SCALE1 : 300 @ A3 SIZE
LEGEND
AS1170.2 Part 2 : Wind actions - 33m/s (N2)
FL 100.00 Finished floor level, to be confirmed on site by builder
Denotes existing approximate contour
Construction of acoustic fencing:
25mm thick timber palings
Each paling to overlap a minimum of 35mm
1 x layer of 3mm Fibre Cement sheeting ~~or 6mm plywood~~
There are to be no breaks in the acoustic fence system, as any penetrations will reduce the efficacy of the system.
Any penetrations between palings must be sealed with Selleys Flame Flex
Installed via manufacturer's requirements for an acoustic seal
VARIES
2.4 min
NOM. 2.7
TYPICAL FENCE ELEVATION
© Drawings shall not be MODIFIED OR USED elsewhere unless written permission is obtained from CAMPASPE DRAFTING PTY LTD
Issue PERMIT ISSUE
The Builder/Owner is responsible for obtaining all required building, planning or any other permits/reports where required.
Print Date 3/02/2025 2:32:36 PM
Project PROPOSED BUILDINGS FOR TARNI JAMES 123 HIGH STREET WOODEND 3442
Title North
CAMPASPE DRAFTING
Phone 0493 924 741
E : campaspedrafting@gmail.com
W : www.campaspe.com.au
Drawn ALAN HARBOURD DP-AD 16041
Date MAR 2024
Job No. 2419
Rev H
Drawing Title ACOUSTIC FENCE PLAN
Drawing No. A2 A



TYPICAL ACOUSTIC FENCE ELEVATION
1:50



TYPICAL ACOUSTIC FENCE SECTION
1:50

PROVIDE FENCE CAPPING PIECE AND BARGEBOARDS IF REQUIRED TO ENSURE ACOUSTIC AND INUNDATION REQUIREMENTS ARE MET.

Construction of acoustic fencing:

- 25mm thick timber palings
- Each paling to overlap a minimum of 35mm
- 1 x layer of 3mm Fibre Cement sheeting or 6mm plywood
- There are to be no breaks in the acoustic fence system, as any penetrations will reduce the efficacy of the system.
- Any penetrations between palings must be sealed with Selleys Flame Flex
    - Installed via manufacturer's requirements for an acoustic seal

Islay House – The Studio – INDOOR RECREATION / PLACE OF ASSEMBLY APPLICATION

123-125 High Street Woodend

OPERATION OF USE

Venue and Patron Management Plan

Security Arrangements

Security arrangements for the place of assembly use of The Studio will be implemented when necessary, ensuring a safe and welcoming environment for all attendees. Our approach will be subtle and unobtrusive, prioritizing a respectful and comfortable experience. Trained security personnel will be engaged as part of any venue hire where appropriate, providing expert oversight and support to mitigate potential issues promptly. These measures are designed to complement the event's atmosphere while maintaining safety and order, reflecting our commitment to responsible venue management and the well-being of our community.

Event and Risk management

Effective event and risk management are essential components for ensuring the safety and success of public activities held at The Studio. Our comprehensive approach includes thorough planning and assessment of potential hazards, implementation of appropriate safety measures, and compliance with all relevant regulations and standards. We will conduct detailed risk assessments for each event, establish clear protocols for emergency response, and ensure staff are trained in safety procedures. Additionally, we will maintain proper signage, patron management strategies, and access to first aid facilities to mitigate risks and promote a secure environment for all attendees. This proactive management aims to minimize hazards, safeguard public health, and facilitate a positive experience for the community.

Complaint handling process

Our commitment to providing exceptional service and maintaining a positive reputation in our community is reflected in our dedicated complaints handling procedure for all use of The Studio. We aim to address all concerns promptly and personally, ensuring each individual feels heard and valued. Our process emphasizes responsiveness and transparency, with a commitment to resolving issues in a timely manner. All complaints will be handled personally by myself (business owner: Tarni James) ensuring a clear channel for contact and regular updates throughout any resolution process. This approach fosters trust with patrons, demonstrates our genuine care, and upholds the personal touch that is central to our small business' reputation.

Management of outdoor areas

As part of our Outdoor Management Plan, we maintain and manage a landscaped area consisting of lawns, a central pond, and a primary usage zone located on the elevated deck. The Studio environs will be accessible exclusively to pedestrian patrons via a dedicated entrance gate, ensuring safe and controlled access at all times. A well-lit pathway will guide foot traffic through the grounds, supporting evening use while maintaining safety and visibility. To preserve the tranquility of the area, all deliveries and service-related access will be routed through a separate, designated service entrance.

Our management approach includes regular maintenance of the lawns and pond, lighting checks, pathway upkeep, and clear signage to direct visitors. This plan is designed to enhance the usability, safety, and long-term sustainability of the outdoor environment while ensuring it remains a clean, welcoming, and functional space for approved activities.

In addition, the following protocols will be enforced.

- No loitering outside – patrons may not gather, wait or socialise outside the premises before or after class or during an event.
- Noise must be kept to a minimum avoiding shouting or loud conversations.
- Patron activities are generally to occur within the studio and any outdoor activities will be occasional to avoid disturbing the residential amenity.
- Smoking in strictly designated area only.
- Patrons will be briefed on respectful behaviour and noise awareness.
- Staff will monitor the entrance during transitions to enforce noise and behaviour expectations
- Regular communication with neighbours providing information, updates of events and any scheduled changes.

Noise attenuation measures

As part of our Noise Attenuation Plan for The Studio, comprehensive measures have been implemented in the build to ensure minimal sound transmission to surrounding areas. All windows and doors are double-glazed and have acoustic seals to effectively reduce external noise leakage. The ceiling is fitted with high-performance insulation and floor fitted with underfloor insulation to prevent any boominess created by the floor. The Studio will operate within restricted hours to further limit potential disturbance, and the acoustic report and sound monitoring will confirm there is an acceptable level of noise. Compliance with all requirements of the acoustic report ensure that we maintain a respectful approach to all activities engaging openly with our neighbours, who have expressed their support and approval for The Studio becoming a Place of Assembly/Indoor Recreation for them to share.

This plan reflects our ongoing commitment to maintaining a peaceful environment while responsibly managing The Studio's operations.

Outdoor smoking areas

Our Outdoor Smoking Area Management Plan is designed to ensure that smoking is conducted in a safe, controlled, and considerate manner, in full compliance with local regulations. A designated smoking area will be clearly marked and strategically located away from main activity zones, entryways, and areas of high foot traffic to minimize exposure to second-hand smoke. This area will be equipped with appropriate waste disposal facilities to maintain cleanliness and prevent littering. Signage will be installed to guide users and reinforce respectful behaviour. Regular monitoring and maintenance will be carried out to ensure ongoing compliance, and all users will be encouraged to adhere to the guidelines to protect the comfort and well-being of all visitors and neighbouring properties.

Lighting outside the premises

Lighting outside the perimeters of the property remain unchanged. Existing street lighting is sufficient to enable safe entrance and exit from the premises. Outdoor lighting surrounding The Studio building will be carefully designed to prioritize safety, functionality, and minimal environmental impact. All external lighting around the premises will consist of low-level, downward-facing fixtures that provide subtle yet effective illumination for access paths, entry points and common outdoor areas. This approach ensures visibility and safety for guests and staff while avoiding excessive brightness or glare. The lighting will be strategically positioned to prevent light spill and eliminate any potential light pollution to neighbouring properties. All fixtures comply with the historic ambiance of Islay House.

Waste and recycling storage and disposal (including hours of collection)

Our Waste and Recycling Management Plan ensures that all activities at The Studio are conducted with a strong commitment to cleanliness, environmental responsibility, and community standards. Waste and recycling will be managed through clearly designated storage areas that are secure, discreet, and compliant with local council guidelines. Regular waste removal will align with standard council collection schedules, which are sufficient to accommodate the low-impact nature of the activities typically hosted at the venue. For larger or special events, licensed waste contractors will be engaged to manage additional rubbish and recycling needs, ensuring there is no overflow or disruption to the surrounding area. We are committed to maintaining a clean and tidy environment at all times, with clear protocols in place for waste minimisation, recycling, responsible disposal, and post-event site checks.

Traffix Group

Our Reference: G37811L-01F

01 June 2026

ISLAY HOUSE WOODEND PTY LTD
123-125 HIGH STREET
WOODEND VIC 3442

Attention: Tarni James

Dear Tarni,

123-125 High Street, Woodend – Proposed Place of Assembly and Indoor Recreation Facility
Traffic Engineering Assessment

Introduction

Further to your instructions, Traffix Group have undertaken a traffic engineering assessment of a proposed development at 123-125 High Street, Woodend.

The following report provides an assessment of traffic and parking issues associated with the proposal.

Proposal

The proposal is for the construction of a 6m x 10m venue on the site at 125 High Street, Woodend. The venue could be used for yoga sessions, dance classes, musical performances, exhibitions or gatherings such as micro-weddings or the like.

The proposed development is intended to complement the existing Islay House (bed and breakfast) at 123 High Street, Woodend.

This application is nominated as a Place of Assembly and Indoor Recreation Facility. However, it is noted that the venue will only operate as one of the above-mentioned land uses at any one time i.e. it will not operate as a Place of Assembly and Indoor Recreation Facility simultaneously.

Further details regarding the types of events that the venue will accommodate are outlined below:

Classes

- 0-3 x 1 hour weekday afternoon classes restricted to 10 patrons between 11am - 3pm e.g. yoga session, dance class etc.
- 1 x 1 hour weekday evening class restricted to 20 patrons between 5pm - 10pm.
- 1 x 1 hour weekend daytime class restricted to 10 patrons between 10am - 5pm.

  In total maximum of 5 hours of regular classes per week.

Level 28, 459 Collins St
MELBOURNE VIC 3000

Office 38, L4/60 Moorabool St
GEELONG VIC 3220

Traffix Group Pty Ltd
ABN: 32 100 481 570

T: 03 9822 2888
traffixgroup.com.au

123-125 High Street,
Woodend

Traffix Group

Events

- Up to 6 events per year between 5pm - 10pm with patrons limited to 40 on weekends.
- Up to 2 week-long art exhibitions per year. Consisting of an opening night on a weekday evening limited to 40 patrons between 5.00pm to 10.00pm and patrons visiting the exhibition during the week between 11.00am and 3.00pm (in the order of 2-3 visitors at a time are expected).

Hours of operation would exclude local market hours, school pick up and drop off and football home fixtures.

The facility would be available on a booking basis only.

The existing Islay House includes in the order of 4 on-site car spaces, 3 of which are available for guests. Some staff and patrons of the proposed venue will be employed or staying at Islay House and are already parked on the site or the nearby area and as such will not generate an additional parking demand.

No additional car parking is proposed as part of this development.

A copy of the application plans is attached at Appendix A.



123-125 High Street,
Woodend

Traffix Group

Existing Conditions

Subject Site

The subject site is located on the north-west side of High Street in Woodend approximately 500m north-east of the town centre. An aerial photograph of the site is provided at Figure 1.

Nearby land use is generally residential in nature with the exception of Gilbert Gordon Oval, Woodend Primary School and Woodend Visitor Information Centre.

This area includes a high number of residences which provide the proposed land use with convenient access to a catchment of possible customers within walking distance.



Figure 1: Aerial Photograph (Source: MetroMap)

123-125 High Street,
Woodend

Traffix Group

As per the accompanying Usage Application Covering Letter there is significant public parking within close proximity to the site. A breakdown of the available public parking opportunities is outlined in the following table:

Table 1: Nearby Parking Opportunities

Location	Parking Provision
Service road directly outside Islay House	8 spaces
Along the flood plain development adjoining Islay House	14 spaces
Opposite Islay House, the Primary School parking outside school hours	44 spaces
At the regional park opposite the site	9 spaces
Along the football field access road	250m of roadway with no residences on either side[1]
At the Information Centre	59 spaces
Campaspe Drive	150m with no residences on either side of the road[2]

Notes:

1. Based on a review of aerial photography there is a capacity for approximately 55 car spaces within the roadway along the access road. This figure does not include the parking opportunities in the areas surrounding the oval which exceed 100 car spaces.
2. Assuming this provision of parking is provided as parallel spaces this area equates to approximately 25 car spaces.

Based on the above, there are in the order of 214 suitable on-street car spaces available in close proximity to the site.

Existing Car Parking Conditions

We have relied on historical car parking data collection from recent Nearmap aerial photography in order to assess the typical car parking demands in the nearby area.

These times correspond to the peak demand times for the proposed uses on the site and at the following times:

- 10:56am on Thursday 14th August, 2025
- 1:32pm on Saturday 12th April, 2024
- 1:08pm on Thursday 21st November, 2024

These times are indicative of the typical daytime demands across weekdays and weekends.

The results of the spot parking observations from Nearmap area detailed in Table 2 with a copies of the Nearmap aerials presented at Appendix B.

Table 2: Parking Occupancies identified on NearMap Aerials

Date and Time	No. of Cars Parked
10:56am on Thursday 14th August, 2025	Approx. 34 cars
1:32pm on Saturday 12th April, 2024	Approx. 13 cars
1:08pm on Thursday 21st November, 2024	Approx. 40 cars

Based on the above the nearby area has a peak parking occupancy of approximately 20% which corresponds to 174 vacant car spaces.

Overall, the demand for on street-parking is very low and there is extensive off-street car parking available.

We are not aware of any nearby land uses that would generate a significant on-street parking demand during the evening period.

123-125 High Street,
Woodend

Traffix Group

Car Parking Assessment

Statutory Car Parking Assessment

The proposed development falls under the land-use category of a 'place of assembly' and 'indoor recreation facility' under Clause 73.03 of the Planning Scheme. The Planning Scheme sets out the parking requirements for new developments and changes in use under Clause 52.06.

The purpose of Clause 52.06 is:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

The statutory parking requirements are set out at Clause 52.06-5 of the Planning Scheme.

The site is located within a Category 1 zone.

The car parking requirement for a Place of Assembly is 0.3 spaces to each patron under Clause 52.06-5

The car parking requirement for an indoor recreation facility is not specified under Clause 52.06-5, in this regard Clause 52.06-6 states:

> *Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. This does not apply to the use of land for a temporary portable land sales office located on the land for sale.*

Accordingly, car parking for the indoor recreation facility use is to be provided to the satisfaction of the responsible authority.

The statutory car parking assessment of the development is set out in Table 3 below.

Table 3: Statutory Car Parking Assessment – Category 1 of Clause 52.06-5

Use	Size / No.	Statutory Parking Rate (Category 1)	Parking Requirement(1)	Parking Provision
Place of Assembly	40(2)	0.3 spaces to each patron	12	0
Indoor Recreation Facility	-	To the satisfaction of the Responsible Authority	N/A	0

Notes:

1. Clause 52.06-5 specifies that where a car parking calculation results in a requirement that is not a whole number, then number of spaces should be rounded down to the nearest whole number.
2. The Planning Scheme requires an assessment of the maximum number of patrons permitted at any one time hence why our assessment is based on a value of 40.

We have assessed the appropriateness of the car parking provision below. We have followed the car parking demand assessment and reduction steps as per Clause 52.06-7 for both land uses. In our view this process provides a reasonable framework to assess the car parking requirements of this application and appropriateness of any reliance on off-site car parking areas.

123-125 High Street,
Woodend

Traffix Group

Car Parking Demand Assessment

Clause 52.06-7 allows for the statutory car parking requirement to be reduced (including to zero). An application to reduce (including reduce to zero) the number of car spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment.

Clause 52.06-7 sets out that a Car Parking Demand Assessment must have regard to the following key factors:

- *The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.*
- *The variation of car parking demand likely to be generated by the proposed use over time.*
- *The short-stay and long-stay car parking demand likely to be generated by the proposed use.*
- *The availability of public transport in the locality of the land.*
- *The convenience of pedestrian and cyclist access to the land.*
- *The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.*
- *The anticipated car ownership rates of likely or proposed visitors to or proposed occupants (residents or employees) of the land.*
- *Any empirical assessment or case study.*

Planning Practice Note 22 (December, 2025) specifies that the provisions for reducing the car parking requirement draw a distinction between the assessment of likely demand for car parking spaces (the Car Parking Demand Assessment), and whether it is appropriate to allow the supply of fewer spaces than assessed by the Car Parking Demand Assessment. These are two separate considerations, one technical while the other is more strategic. Different factors are taken into account in each consideration.

Accordingly, the applicant must satisfy the responsible authority that the provision of car parking is appropriate on the basis of a two-step process, which has regard to:

- *Likely demand for car parking spaces.*
- *Whether it is appropriate to allow fewer spaces to be provided than the number likely to be generated by the site.*

An assessment of likely demand for car parking and the appropriateness of reducing the car parking provision below the likely demand is set out below.

Car Parking Demand Assessment

For the purpose of this assessment, we have conservatively assumed that the peak parking demands of the development will be consistent with the statutory requirement as outlined in the following table.

Table 4: Car Parking Demands associated with Various Uses at the Site

Event	Frequency	Day	Time	Patronage	Parking Demand
Class (1 hour)	0-3 per week	Weekday Afternoon	11am-3pm	10 patrons	3 spaces
Class (1 hour)	1 per week	Weekday Evening	5pm-10pm	20 patrons	6 spaces
Class (1 hour)	1 per week	Weekend Daytime	10am-5pm	10 patrons	3 spaces
Events	0-6 per year	Weekend	5pm-10pm	40 patrons	12 spaces
Exhibitions[1]	0-2 per year	Weekday Night	5pm-10pm	40 patrons	12 spaces

Notes:

1. Noting that exhibitions are week-long events which consist of an opening night on a weekday evening limited to 40 patrons between 5.00pm to 10.00pm and in the order of 2-3 patrons during the week between 11.00am and 3.00pm.

We note that the above parking demands are derived from the application of the Place of Assembly rate despite the fact that some classes (dance class, yoga session etc.) will be classified as Indoor Recreation Facility activities. In this instance we consider the application of the Place of Assembly rate appropriate for determining the parking demands of these activities.

As outlined previously, the hours of operation will exclude the following:

- Saturday market hours,
- School pick up and drop off times,
- Football home fixtures, and
- Cricket home fixtures.

Based on the above, on-street parking demands in the nearby area are expected to be minimal during any of the events listed in Table 4.

123-125 High Street,
Woodend

Traffix Group

Appropriateness of Providing Fewer Spaces than the Number Likely to be Generated

The second step is to consider whether it is appropriate to allow fewer spaces to be provided than the number likely to be generated by the site as assessed by the Car Parking Demand Assessment.

Clause 52.06-7 sets out a series of car parking provision factors that should be considered when assessing the appropriateness of providing fewer car spaces on the site than are likely to be generated by the use. The most relevant car parking provision factors are outlined as follows:

Car Parking Demand Assessment

As detailed above, the Car Parking Demand Assessment indicates a parking demand of 6 car spaces could be expected on a regular basis with a peak demand of up to 12 spaces during larger and less frequent events.

Even if these parking demands were to be accommodated entirely within off-site parking areas we are satisfied that the resulting impacts would be negligible.

We also note that regular classes will only run for an hour. Accordingly, any parking overflow would be short lived.

Furthermore, any events at the venue will require patrons to also book the entirety of Islay House and as such 4 spaces on the site will be available for event related guests. Accordingly, the off-site impacts any such event would be in the order of 8 spaces (rather than 12).

Availability of Car Parking

On-street car parking in the area is generally unrestricted and suitable for staff and patrons of the proposed development.

Traffix Group undertook a review of historical aerial photographs to determine the on-street parking demands of the surrounding area during the proposed operating times of the use.

The results of the surveys indicate that on-street parking within the survey area is typically in very low demand, with occupancy in the order of 20% (174 vacant car spaces).

Accordingly, there is sufficient on-street car parking available within close proximity of the site to comfortably accommodate the expected overflows of car parking from the proposed development.

The Practicality of Providing Car Parking on the Site

The nature of the proposed use is reliant upon the retention of landscaping areas, on this basis the proposal is not conducive to the construction of carparking without sacrificing the nature of the site.

Overall, we are satisfied that the parking provision is acceptable and supported under the relevant decision guidelines of Clause 52.06 of the Planning Scheme.



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G37811L-01F

123-125 High Street,
Woodend

Traffix Group

Traffic Impacts

The minimal on-site parking provisions will result in minor traffic impacts. Staff and patrons arriving at the site will do so from a variety of directions. High Street operates as a higher order road and is classified as a Transport Zone 2 under the Planning Scheme, accordingly the volume of traffic generated by the proposal will not be significant in this context. We would also expect a portion of patrons may arrive and park from/along the nearby local road network and not generate additional movements on High Street.

Conclusions

Based on our detailed investigations, we are satisfied that:

a) The proposed facility falls under the land-use category of 'place of assembly' and 'indoor recreation facility' under Clause 73.03 of the Planning Scheme.

b) The proposed 'place of assembly' has a statutory parking requirement of 12 car spaces based on maximum of 40 patrons on the site.

c) The car parking requirement for an indoor recreation facility is not specifically nominated under Clause 52.06-5 and accordingly, car parking is required to the satisfaction of the Responsible Authority.

d) The proposal does not include any additional car parking.

e) The car parking demand assessment conservatively estimates a peak car parking demand of 12 car spaces during larger events which will be hosted infrequently across the year. During more regular events the proposal is expected to generate a demand for only 6 car spaces.

f) the proposed car parking arrangements are supported given the following considerations:

   a. the car parking demand assessment,

   b. the availability of alternative car parking, which can meet the expected overflow, and

   c. the practicality of providing additional car parking on the site.

g) the level of traffic generated as a result of this proposal will be low and will not have a detrimental impact on the surrounding road network.

h) there are no traffic or parking reasons why a place of assembly and indoor recreation permit for the proposed use at 123-125 High Street, Woodend should be refused.



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G37811L-01F

123-125 High Street,
Woodend

Traffix Group

Please contact myself at Traffix Group if you require any further information.

Yours faithfully,

TRAFFIX GROUP PTY LTD

MARTIN O'SHEA

Senior Associate

Registered Professional Engineer No. PE0008370

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G37811L-01F

Appendix A

Development Plans

G37811L-01F

Appendix B

Historical Aerial Photograph

G37811L-01F

2025-08-14



015

G37811L-01F

2025-04-12



016

G37811L-01F

2025-11-20



017

G37811L-01F

PLN/2025/79 – 123-125 High Street Woodend

Clause No	Details
Clause 32.09-2 Neighbourhood Residential Zone	To use the land for an indoor recreation facility and place of assembly.
Clause 43.01-1 Heritage Overlay	To construct or display a sign.
Clause 44.04-2 Land Subject to Inundation Overlay	To construct or carry out works for a fence.
Clause 52.05-2 Signs	To construct or put up for display a sign in Section 2.
Clause 52.06-3 Car Parking	To reduce the minimum number of car parking spaces required under Clause 52.06-5.

Conditions to be included on Planning Permit:

Amended plans

1. Before the use starts, plans must be approved and endorsed by the responsible authority. The plans must:
   a) Prepared to the satisfaction of the responsible authority
   b) Be drawn to scale with dimensions
   c) Submitted in electronic form
   d) Be generally in accordance with the plans forming part of the application and identified as Job No. 2419, prepared by *Campaspe Drafting Pty Ltd*, but amended to show the following details:
      i. Elevation plans and construction details of the acoustic fence, demonstrating compliance with condition 11 of this permit and the recommendations of the Acoustic Report (prepared by Waveform Acoustics, revision I, issued 16 September 2026).
      ii. The location of the sign noted on the site plan.
      iii. An amended Venue and Patron Management Plan in accordance with the requirements of Condition 5 of this permit.

Layout not altered

2. The layout of the use and development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

Compliance with documents approved under this permit

3. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.

Confirmation of acoustic treatments undertaken

4. Prior to the commencement of the approved uses, a report prepared by a suitably qualified building inspector (or similar) confirming all acoustic work recommended for the studio building as outlined within the Acoustic Report (prepared by Waveform Acoustics, revision I, issued 16 September 2026) has been completed. The report must be to the satisfaction of the responsible authority.

Amended Venue and Patron Management Plan

5. Prior to the commencement of the use, an amended Venue and Patron Management Plan must be approved and endorsed by the responsible authority. The Venue and Patron Management plan must:
   a) Be prepared to the satisfaction of the responsible authority.
   b) Be submitted to the responsible authority in electronic form
   c) Include the following details:
      i. a description of the approved use, including operating hours, maximum patron numbers and frequency of classes, events and exhibitions;
      ii. management responsibilities, including nominated contact details for the operator responsible for implementing the plan;
      iii. procedures for managing patron arrivals, departures and dispersal from the site;
      iv. measures to ensure patrons do not congregate, loiter or socialise outside the building before, during or after classes or events;
      v. noise management measures, including implementation of all relevant recommendations contained within the endorsed Acoustic Report;
      vi. procedures requiring all doors and windows to remain closed during classes, events and any amplified music, except for the purpose of entry and exit;
      vii. details of all noise awareness, directional and patron behaviour signage to be installed on the land;
      viii. procedures for managing patron behaviour before, during and after classes and events;
      ix. details of any smoking or vaping area, including its location and management arrangements;
      x. traffic and parking management measures, including procedures to minimise impacts on surrounding residential streets;
      xi. complaint handling procedures, including:
         - a dedicated contact person and contact details;
         - procedures for receiving, recording and investigating complaints;
         - a complaints register;
         - response timeframes; and
         - procedures for reporting complaints to the responsible authority upon request;
      xii. procedures for managing waste collection and deliveries;
      xiii. details of any security, supervision or event management arrangements;

xiv. procedures for regular review and updating of the Venue and Patron Management Plan; and

xv. any other measures to minimise adverse amenity impacts on surrounding properties.

The responsible authority may consent in writing to vary any of these details.

Hours of Operation – Indoor recreation facility

6. The use of the land for an indoor recreation facility must only operate for a total of five hours per week between the following times:
   a) Monday to Friday 10:00am - 3:00pm and 5:00pm – 9:00pm
   b) Saturday and Sunday 10:00am - 5:00pm

Hours of operation – Place of assembly

7. The use of the land for a place of assembly must only operate between the following times:
   a) Monday to Friday 11:00am – 9:00pm
   b) Saturday and Sunday 4:00pm - 10:00pm

Limit on number of events – Place of assembly

8. A maximum of 8 events may occur in any calendar year. Two of these events may operate for up to seven consecutive days.

Limit on number of persons – Indoor recreation facility

9. No more than 20 patrons may be present on the land at any one time in association with the indoor recreation facility use.

Limit on number of persons – Place of assembly

10. No more than 40 patrons may be present on the land at any one time in association with the Place of Assembly use.

Use confined to buildings

11. All activities associated with the indoor recreation facility and place of assembly. uses, with the exception of patrons entering and exiting, must be conducted wholly within the buildings shown on the endorsed plans.

Acoustic fencing

12. Before the use starts, an acoustic fence must be erected along the north and north-eastern property boundary of the land to a maximum height of 2.4m above natural ground level in accordance with the endorsed plans and to the satisfaction of the responsible authority.

    The fence must be designed by a suitably qualified acoustic engineer to the satisfaction of the responsible authority.

Noise monitor and report

13. Within three months of the commencement of the use, an acoustic compliance assessment must be undertaken by a suitably qualified acoustic engineer at the full cost of the permit holder. The assessment must:
    a) be undertaken during a representative period of operation of the approved uses, including when the venue is operating at or near its maximum approved patron capacity;
    b) assess compliance of the uses with the requirements of the Environment Protection Regulations 2021, the endorsed Acoustic Report and the requirements of this permit;
    c) assess noise emissions associated with amplified music, patron activity, arrivals and departures, and any plant and equipment associated with the use;
    d) confirm that the approved noise monitoring and limiting device has been installed, calibrated and is operating effectively; and
    e) be submitted to the responsible authority upon completion.

    to the satisfaction of the responsible authority.

    If the assessment identifies that the use is not operating in accordance with the requirements of this permit, the acoustic engineer must provide formal recommendations for any acoustic treatments, operational changes or management measures required to achieve compliance. The use must cease until the required modifications have been made and appropriate evidence has been provided to demonstrate compliance to the satisfaction of the responsible authority

General amenity provision

14. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
    a) transport of materials, goods or commodities to or from the land
    b) appearance of any building, works or materials
    c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
    d) presence of vermin
    to the satisfaction of the responsible authority.

Control of light spill

15. External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

North Central Catchment Management Authority

16. The acoustic fence must be open style up to the level of the applicable 1% AEP flood. The applicable 1% AEP flood level is 551.0 metres AHD along the back (northwestern) fence and 551.1 along the side (northeastern) fence.

Sign not to be altered

17. The location and details of the sign, and any supporting structure, as shown on the endorsed plans, must not be altered without the written consent of the responsible authority.

Sign maintenance

18. The signs, including the structure and content, must be constructed and maintained to the satisfaction of the responsible authority.

Permit expiry

19. This permit will expire if one of the following circumstances applies:

    a) The development is not started within 3 years of the issued date of this permit.
    b) The development is not completed within 5 years of the issued date of this permit.
    c) The use does not start within 3 years of completion of the development.

    In accordance with Section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Useful information

- Prior to the commencement of works, an "Asset Protection Permit" must be obtained from Council for any of the following circumstances:
  - Entering a building site by means of a motor vehicle having a gross weight exceeding two tonnes.
  - Occupying a road for works.
  - Connecting any land to a stormwater drain.
  - Opening, altering or repairing a road.
  - Opening, altering or repairing a drain.
  - Accessing a building site from a point other than a crossover.
  - Construct/repair/widen/remove any crossover.

PE.2	**PLN/2026/22 - 33 CHERRY LANE GISBORNE VIC 3437**
Application Details:	**Three Thirds Group Pty Ltd**
Officer:	**Sue Sinnatt, Senior Statutory Planning Officer**
Council Plan relationship:	**Our Places** **Our Environment**
Attachments:	**1. Development Plans ⇩** **2. Landscape Plan ⇩** **3. Planning Report (under separate cover) ⇨** **4. Arboricultural Assessment ⇩** **5. Stormwater Management Plan ⇩** **6. Waste Management Plan ⇩** **7. Officer Clause 55 Assessment ⇩** **8. Proposed conditions ⇩**
Triggers for a planning permit	**Clause 32.08-7 – Construction of two or more dwellings on a lot**
Zones and Overlays	General Residential Zone Schedule 1 (GRZ1) Development Contributions Plan Overlay Schedule 2 (DCPO2)
No. of objectors	Fourteen (14).
Trigger for report to **Council**	Five or more objections received.
Key Considerations	What is the relevant scope of assessment and consideration? Whether the proposal is in accordance with the broader policy framework and the General Residential Zone. Whether the proposal complies with the requirements of Clause 55 (ResCode). Other matters. Objector concerns.
Conclusion	It is recommended that a Notice of Decision to Grant a Planning Permit be issued on the basis that the proposal complies with the requirements of Clause 55 of the Macedon Ranges Planning Scheme and as such would result in an acceptable planning outcome.
Date of receipt of application:	27/01/2026

Summary

The application seeks approval for the development of ten dwellings on a lot within the General Residential Zone.

The development meets all “applicable standards” of Clause 55 as follows:

- Clause 55.02 – Neighbourhood Character Standards, including:

  - Street setback
  - Building height
  - Side and rear setbacks
  - Walls on boundaries
  - Site coverage
  - Access
  - Tree canopy coverage
  - Front fence
- Clause 55.04-1 – Daylight to existing windows
- Clause 55.04-2 – North-facing windows
- Clause 55.04-3 – Overshadowing of secluded private open space
- Clause 55.04-4 – Overlooking
- Clause 55.05-2 – Overshadowing of domestic solar energy systems.

Where the applicable standards are met, the application is exempt from certain decision requirements and third-party review rights under the *Planning and Environment Act 1987*.

As detailed in Attachment 7, the proposal satisfies all relevant standards required to qualify for these exemptions. Additional conditions are recommended to ensure appropriate compliance with Clause 55. However, those matters do not form part of the standards required to qualify for the exemptions described above.

Accordingly, the Responsible Authority is not required to consider any further matters or decision guidelines under the General Residential Zone, the Planning Policy Framework of the Macedon Ranges Planning Scheme or the relevant matters set out in Section 60 of the *Planning and Environment Act 1987*.

As all applicable standards are met, no third-party review rights apply and any decision in respect of the application is not subject to review at the Victorian Civil and Administrative Tribunal. Accordingly, a permit may be granted without the issue of a Notice of Decision.

Recommendation

That Council support Planning Permit Application PLN/2026/22 and a Planning Permit be granted for the development of ten dwellings at Lot 2 on Plan of Subdivision 110428, 33 Cherry Lane Gisborne subject to the conditions outlined in Attachment 8.

Existing conditions and relevant history

Subject land

The subject land is formally described as Lot 2 on PS110428 and is located on the southern side of Cherry Lane, Gisborne. No easements or encumbrances are registered on title.

The site is rectangular in shape and has an area of 4551sqm. The property has a boundary length of approximately 120.7m and a width of 36.88m at the street frontage. The site is developed with an existing single storey dwelling constructed of brick with a tiled pitched

roof. Vehicle access to the dwelling is provided via a concrete crossing from Cherry Lane located adjacent to the eastern side boundary

The site contains scattered exotic vegetation including scattered mature canopy trees located wihin the site frontage and adjacent to the east and west boundaries towards the rear of the site. No canopy trees (per the definition at Clause 52.37) are located within the frotn 6m or rear 4m of the site.

The land is undulating with levels generally falling from the northwest to the southeast by approximately 4.4m down toward the Jacksons creek valley to the south.

The site is located approximately 460m north of Jacksons Creek and approximately 800m northwest of the commercial centre of Gisborne. A fenced reserve is located adjacent to the rear lot boundary identified as a Government road on the title plan which is Crown land containing a number of unused road licences for the purpose of afforestation managed by Department of Environment Energy and Climate Action (DEECA).



Figure 1. Aerial of subject site

Surrounds

This part of Gisborne is known as the Jacksons Creek Escarpment. The subdivision pattern along Cherry Lane is characterised by single dwellings on large 4000sqm lots, some of which have been further subdivided into smaller residential lots of between 1400 - 2,550sqm. In the surrounding area:

- To the west in Skyline Drive and north of Cherry Lane are established residential subdivisions within the General Residential Zone consisting of smaller lots of approximately 2000sqm.
- To the south is a ring of land within the Rural Conservation Zone which wraps around the residential subdivisions and down to Jacksons Creek valley.
    - The Rural Conservation Zone land contains larger rural residential lots of approximately 1 –2ha with open landscape areas. Most contain a dwelling which directly fronts the surrounding street network. To the northwest is the residential subdivision ‘Rosalia’ currently under development.

- To the west at 35 Cherry Lane is a single dwelling with the site approved under PLN/2022/314 for a 3-lot subdivision.
- To the east at 31 Cherry Lane is a 4400sqm lot containing a single dwelling located to the rear of the lot with large open garden areas within the front setback.

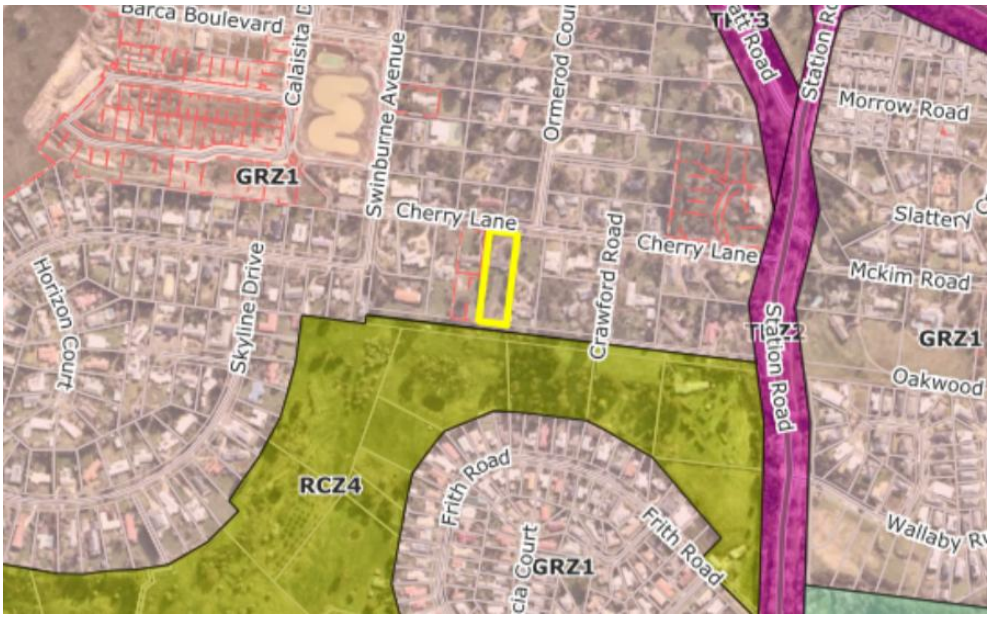


Figure 2. Zone map and site context

Registered restrictive covenants and/or Section 173 Agreements affecting the site

There are no restrictive covenants or Section 173 Agreements affecting the site.

Previous planning permit history

A search of Council's records has found the following permit history:

Permit No.	Description
PLN/2021/502	Development of four dwellings on a lot – issued 12/07/2023.

Proposal

The application proposes the development of ten dwellings on the lot. The dwellings mis would comprise of eight double storey, and two single storey detached dwellings to be arranged with five dwellings either side of a central vehicle accessway.

The development would comprise the following:

- Front setback from Cherry Lane of 6m at ground floor and 6.8m at first floor.
- Rear setback of 4m at ground floor and 4.1 - 4.7m at first floor.
- Setback to the east and west boundaries of 1.3 - 2m at ground floor and 2.8 – 3.4m at first floor.
- Maximum building height of 10.3m.
- Dwellings 1 and 6 would contain 5 bedrooms in total consisting of 2 bedrooms (including master bedroom with ensuite), open plan living and kitchen with laundry, powder room at ground floor. First floor would contain an additional three bedrooms (one with ensuite), bathroom and open retreat and study area.

- Dwellings 2 and 7 are single storey and would contain 3 bedrooms in total with one master bedroom suite and a shared ensuite for bedrooms 2 and 3. The dwelling would also contain an open plan living, dining and kitchen area and laundry.
- Dwellings 3-5 and 8-10 would each contain 4 bedrooms in total consisting of one master bedroom suite, powder room, laundry, lounge and open plan living dining and kitchen area at ground floor. First floor would contain 3 additional bedrooms (one with ensuite, separate bathroom and retreat area.
- Dwellings would be separated by areas of private open space and secluded private open space would be provided to the rear with decks accessible to the living area.
- Dwelling 7 would be provided with one garage car parking space and dwellings 1-6 and 8-10 would be provided with two car parking spaces within an attached double garage all with access to the shared driveway.
- Site coverage would be 48.18% and permeability of 36.25%.
- Garden area would be 35.94%.
- Dwellings would be constructed of dark grey brick and light grey render front porticos at ground floor, with light colour cement sheet render cladding at first floor and a charcoal concrete tiled pitched roof. Window frames would be light grey aluminium with aluminium horizontal sunshade awnings on north facing living room windows.
- Communal bin collection areas would be located adjacent to the shared driveway between Dwellings 1 and 2 and Dwelling 7 opposite a waste vehicle turning area accessed from the driveway.
- Vehicle access would be provided via a proposed 6m wide centre vehicle crossing with the existing vehicle crossing removed and reinstated to nature strip.
- All existing trees located on the site would be removed and a landscape plan proposes new canopy tree planting through the site within the front street setback of Dwellings 1 and 6 and the rear open space of each dwelling.
- A 1m high white metal slat front fence is proposed to both front gardens of Dwellings 1 and 6.
- The site would be levelled with areas of cut and fill within the rear half of the site



Figure 3. Proposed ground floor site plan

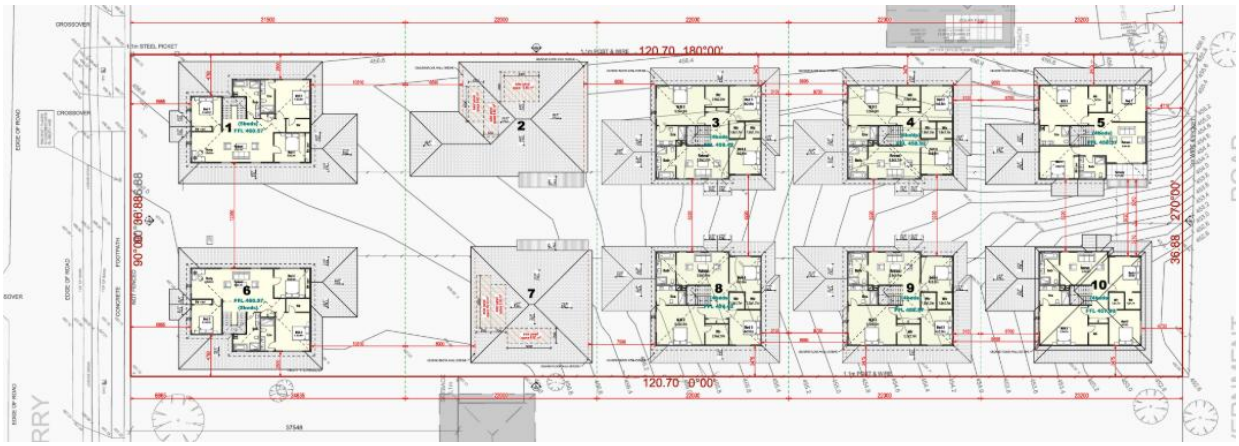


Figure 4. Proposed first floor plan



Figure 5. Proposed street scape (north) elevation

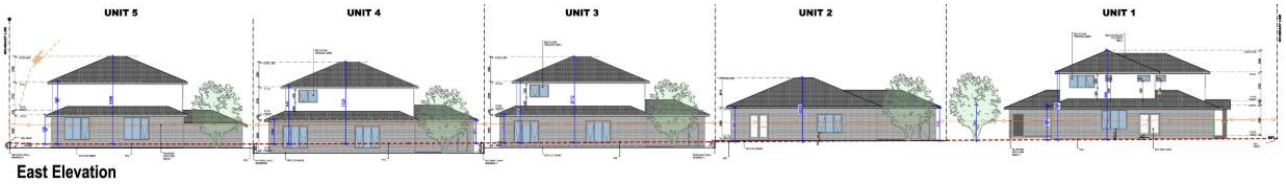


Figure 6. Proposed east (external) elevation

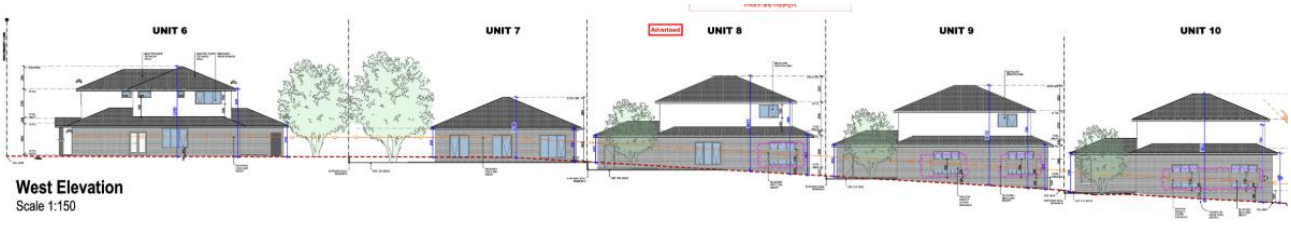


Figure 7. Proposed west (external) elevation

For all site and development plans, refer to Attachment 1 – Proposed plans.

Relevant Macedon Ranges Planning Scheme controls

Section 46AZK of the Planning and Environment Act 1987

Section 46AZK of the *Planning and Environment Act 1987* and Clause 51.07 of the Macedon Ranges Planning Scheme require Council as a Responsible Public Entity to not act

inconsistently with any provision of the Statement of Planning Policy (SOPP) in exercising decision making powers. The SPP is a reference document to Clause 11.03-5S (Distinctive Areas and Landscapes) and recognises the importance of protecting, conserving and enhancing the distinctive landscapes and environmental values of the Macedon Ranges.

The SPP is of limited relevance to the application on the basis that the site is located within an established residential area of Gisborne, is not located within any distinctive landscape areas, in proximity to any significant features or within any special water supply catchments. The proposal is consistent with the provisions of the SPP.

Planning Policy Framework

Clause no.	Clause name
Clause 2.02	Vision
Clause 2.03	Strategic Directions
Clause 11	Settlement
Clause 15	Built Environment and Heritage
Clause 16	Housing

Zoning

Clause no.	Clause name
32.08	General Residential Zone Schedule 1

Overlay

Clause no.	Clause name
45.06	Development Contributions Plan Overlay Schedule 2

Particular provisions

Clause no.	Clause name
52.06	Car parking
52.37	Canopy Trees
53.02	Bushfire Planning
53.03	Residential Reticulated Gas Connection
53.18	Stormwater Management in Urban Development
55	Two or more dwellings on a lot

General provisions

Clause no.	Clause name
65	Decision Guidelines

Cultural Heritage Management Plan assessment

	Assessment criteria	Assessment response
1	Is the subject property within an area of cultural heritage sensitivity as defined within the cultural heritage sensitivity mapping or as defined in Part 2 Division	No

	Assessment criteria	Assessment response
	3 or 4 of the *Aboriginal Heritage Regulations 2018*?	
2	Does the application proposal include significant ground disturbance as defined in Part 1 Regulation 5 of *Aboriginal Heritage Regulations 2018*?	No
3	Is the application proposal an exempt activity as defined in Part 2 Division 2 of *Aboriginal Heritage Regulations 2018*?	No
4	Is the application proposal a high impact activity as defined in Part 2 Division 5 of *Aboriginal Heritage Regulations 2018*?	No

Based on the above assessment, a cultural heritage management plan is not required in accordance with Part 2 Division 1 of *Aboriginal Heritage Regulations 2018.*

The process to date

Referral

Authority (Section 55)	Response
N/A	N/A

Authority (Section 52)	Response
MRSC Engineering	Supported the proposal subject to conditions requiring the provision of detailed engineering drainage infrastructure plans, a Construction Management Plan along with standard engineering conditional requirements.
MRSC Waste Management	Supported the proposal subject to the ongoing provision of private waste collection.

Advertising

Pursuant to Section 52 of the *Planning and Environment Act 1987*, notice of the application was given by mail to the owners and occupiers of adjoining and nearby land and by the placement of a sign on the subject land for a period of 14 days. A total of 14 objections were received.

The following concerns were raised by objectors:

- Dwelling density and neighbourhood character impacts;
- Inconsistent with Gisborne Futures strategic plan
- Traffic congestion and impacts to road access, safety and street parking;
- Impacts to views;
- Loss of vegetation and fauna habitat;
- Waste collection impacts
- Overlooking and overshadowing concerns;
- Increased stormwater and drainage impacts;

- Noise impacts and loss of neighbourhood amenity;
- Precedent for higher density future development; and
- Fire safety impacts.

Consideration of the objections is discussed in the assessment section of this report.

Consultation meeting

A formal Consultation Meeting was held on 5 October 2026 and was attended by Council planning officers, five objector parties, the applicant and two ward Councillors.

The consultation meeting did not resolve the concerns raised by objectors but provided an opportunity to better explore and discuss concerns with the applicant and Council officers.

Officer assessment

The assessment considers whether the proposal would result in an acceptable planning outcome for the site and surrounding residential context.

What is the relevant scope of assessment and consideration?

On 6 March 2025, the Minister for Planning approved Amendment VC267 to the Victoria Planning Provisions and all planning schemes across Victoria. The amendment introduced a new Townhouse and Low-Rise Code and established a deemed-to-comply assessment pathway for certain residential developments assessed under Clause 55. The amendment came into operation on 31 March 2025 and applies consistently across Victoria.

Where a proposal satisfies all applicable deemed-to-comply standards, the Planning Scheme limits the matters that Council is required to consider and removes third-party review rights prescribed by the *Planning and Environment Act 1987*. The exemptions are established by the Planning Scheme and there is no discretion for Council to waive, vary or disregard them where the applicable standards are met.

Under Clause 55, if a development satisfies all applicable standards, the corresponding objectives are deemed to be met, and Council is not required to undertake any further assessment against the associated decision guidelines. In those circumstances, Clause 55 prevails over other inconsistent provisions of the Planning Scheme and exempts Council from considering a range of broader planning matters, including parts of the Municipal Planning Strategy, Planning Policy Framework, zone decision guidelines and Clause 65, unless specifically required by an applicable decision guideline.

Clause 32.08-13 of the General Residential Zone further provides that where a development of three storeys or less satisfies all relevant Clause 55 standards, the application is exempt from specified decision requirements and third-party review rights. As detailed in Attachment 7, the proposal satisfies all applicable standards required to qualify for these exemptions. Accordingly, Council's assessment is confined to the matters prescribed by Clause 55 and, if approved, a permit may be issued directly without the issue of a Notice of Decision or any associated third-party review rights.

Whether the proposal is in accordance with the broader planning policy framework and the General Residential Zone.

As outlined in Attachment 7, the proposal achieves all applicable deemed-to-comply standards. Therefore, Council is exempt from and not required to consider the Municipal Planning Strategy and Planning Policy Framework, unless an applicable decision guideline specifies otherwise. As such, only cursory commentary on these policies is included below.

The proposed development is appropriately located within Gisborne regional centre identified within Councils Strategic Framework plan at Clause 2.04. The proposal would also

provide for a diversity of housing supply within an established residential area which meets the intent of Clause 2.02 – Vision, Clause 11 – Settlement, Clause 16 – Housing to provide for the Shires changing demographic with growth directed to transport corridors located near existing infrastructure and services.

Whilst the proposed dwellings represent a higher dwelling density on the site, the dwellings are appropriately designed and sited to provide for building separation to provide for areas of landscaping and planting of medium scale canopy trees throughout the site to soften the appearance of the built form within the streetscape and adjoining lots and when viewed more widely from the Jacksons Creek valley.

The proposed development would provide a mix of single and two storey dwellings which would incorporate eaves and pitched roof forms with similar building materials of brick, render and tiled roof forms consistent with the existing neighbourhood character of surrounding dwellings within this residential area consistent with the Gisborne Neighbourhood character objectives of Clause 15.01-5L.

As Council is exempt from and not required to consider the Municipal Planning Strategy and Planning Policy Framework, the application is deemed-to-comply with these policies.

The purpose of the General Residential Zone relevant to this application is to:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that is responsive to the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*

The site is located within the General Residential Zone - Schedule 1 (GRZ1) and requires a permit to construct two or more dwellings on a lot under Clause 32.08-7. A development of three storeys or less, excluding a basement, must meet the requirements of Clause 55.

Garden Area

Clause 32.08-4 of the Zone specifies the mandatory minimum garden area requirement for any application to construct or extend a dwelling on a lot. The minimum garden area for a site above 650sqm lot size is 35%. The site is 4551sqm and would require a garden area of 1592.85sqm. The proposal provides a garden area of 1631.26sqm or 36.65% and is compliant with this requirement.

Maximum building height

Under Clause 32.08-11 of the Zone, a building must not be constructed for use as a dwelling, small second dwelling or a residential building that:

- exceeds the maximum building height specified in a schedule to this zone; or
- contains more than the maximum number of storeys specified in a schedule to this zone;
- Schedule 1 of the zone does not specify a maximum building height so the building height must not exceed 11 metres; and
- the building must contain no more than 3 storeys at any point.

The proposed dwellings would be a maximum of two storeys with a maximum building height of 10.3m which is compliant.

Whether the proposal complies with the requirements of Clause 55 Assessment (ResCode).

As outlined earlier in this report, Amendment VC267 introduced the new townhouse and low-rise code to implement deemed-to-comply standards for infill multi-dwelling developments of three storeys or less.

In addition to this, Planning scheme Amendment VC315, gazetted 25 September 2026, amended Clause 55 and Clause 52.37 (Canopy trees) in relation to canopy tree requirements. On the basis that transitional provisions apply; the application has not been assessed against the new canopy tree provisions.

The applicable deemed-to-comply standards of Clause 55 include the following:

- Clause 55.02 – Neighbourhood Character Standards, including:
    - Street setback
    - Building height
    - Side and rear setbacks
    - Walls on boundaries
    - Site coverage
    - Access
    - Tree canopy coverage
    - Front fence
- Clause 55.04-1 – Daylight to existing windows
- Clause 55.04-2 – North-facing windows
- Clause 55.04-3 – Overshadowing of secluded private open space
- Clause 55.04-4 – Overlooking
- Clause 55.05-2 – Overshadowing of domestic solar energy systems.

Clause 55 also stipulates the following requirements:

- A development must meet all objectives.
- If the standard is met, the corresponding objective is met.
- The responsible authority can only consider a decision guideline in clause 55 if the corresponding standard is not met (to assist with determining whether an alternative design meets the objective).
- In deciding the application to which clause 55 applies, the responsible authority is exempt from considering any other matter or decision guideline in the planning scheme and specified matters under section 60 of the P&E Act.
- Where all standards are deemed to be met, there is no third-party appeal.

A detailed assessment of each standard is also provided at Attachment 7 to this report.

The key matter for consideration is whether the proposal complies with all applicable standards of Clause 55.02, 55.04-1, 55.04-2, 55.04-3, 55.04-4 and 55.05-2 for two or more dwellings on a lot and if the application is exempt from third-party review rights.

The following table provides an assessment of whether the proposal meets the applicable standards and any rights of appeal by objectors:

Standard	Is standard fully met?	Does an objector have a right of appeal?	If the standard is not met, assessment of whether the development meets the corresponding objective having regard to the corresponding decision guidelines
Standard B2-1 Street setback (Clause 55.02-1)	Yes	No, as standard is met.	
Standard B2-2 Building height (Clause 55.02-2)	Yes	No, as standard is met.	
Standard B2-3 Side and rear setbacks (Clause 55.02-3)	Yes	No, as standard is met.	
Standard B2-4 Walls on boundaries (Clause 55.02-4)	Yes	No, as standard is met.	
Standard B2-5 Site coverage (Clause 55.02-5)	Yes	No, as standard is met.	
Standard B2-6 Access (Clause 55.02-6)	Yes	No, as standard is met.	
Standard B2-7 Tree canopy (Clause 55.02-7)	Yes	No, as standard is met.	
Standard B2-8 Front fences (Clause 55.02-8)	Yes	No, as standard is met.	
Standard B3-1 Dwelling diversity (Clause 55.03-1)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-2 Parking location (Clause 55.03-2)	Yes	No, irrespective of whether the standard is met or not.	The proposal meets the standard. However, amendments to plans are recommended alter the proposed landscape areas along the vehicle accessway (refer detailed Clause 55 Assessment under Attachment 7). This can be addressed under conditions of any permit to be issued.
Standard B3-3 Street integration (Clause 55.03-3)	Yes	No, irrespective of whether the standard is met or not.	The proposal meets the standard. However, amendments are recommended to clarify details shown on plans (refer detailed Clause 55 Assessment under Attachment 7). This can be addressed under conditions should a permit to be issued.
Standard B3-4 Entry (Clause 55.03-4)	Yes	No, irrespective of whether the standard is met or not.	

Standard B3-5 Private open space (Clause 55.03-5)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-6 Solar access to open space (Clause 55.03-6)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-7 Functional layout (Clause 55.03-7)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-8 Room depth (Clause 55.03-8)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-9 Daylight to new windows (Clause 55.03-9)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-10 Natural ventilation (Clause 55.03-10)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-11 Storage (Clause 55.03-11)	Yes	No, irrespective of whether the standard is met or not.	
Standard B3-12 Accessibility for apartment developments (Clause 55.03-12)	N/A	N/A	Not an apartment development and not applicable
Standard B4-1 Daylight to existing windows (Clause 55.04-1)	Yes	No, as standard is met.	
Standard B4-2 Existing north-facing windows (Clause 55.04-2)	Yes	No, as standard is met.	
Standard B4-3 Overshadowing secluded open space (Clause 55.04-3)	Yes	No, as standard is met.	
Standard B4-4 Overlooking (Clause 55.04-4)	Yes	No, as standard is met.	
Standard B4-5 Internal views (Clause 55.04-5)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-1 Permeability and stormwater management (Clause 55.05-1)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-2 Overshadowing domestic solar energy systems	Yes	No, as standard is met.	

(Clause 55.05-2)			
Standard B5-3 Rooftop solar energy generation area (Clause 55.05-3)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-4 Solar protection to new north-facing windows (Clause 55.05-4)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-5 Waste and recycling (Clause 55.05-5)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-6 Noise impacts (Clause 55.05-6)	Yes	No, irrespective of whether the standard is met or not.	
Standard B5-7 Energy efficiency for apartment developments (Clause 55.05-7)	Yes	No, irrespective of whether the standard is met or not.	

The proposed development demonstrates compliance with all applicable standards, therefore the proposal is exempt from the following:

- Assessment against the:
    - Municipal Planning Strategy and Planning Policy Framework
    - Purpose or decision guidelines of the relevant zone.
    - The decision guidelines in Clause 65;
- The requirements of Section (1)(b), (1)(e), (1)(f), (1A)(b) to (h), (1A)(j) and (1B) of the Act; and
- Section 84B(2)(b) to (g) and (2)(i) to (jb) of the Act.

As the application is assessed as deemed-to-comply, no further commentary on design standards, neighbourhood character or other planning matters may be contemplated.

It is also noted that the proposal meets the applicable deemed-to-comply Clause 55 Standards which exempts the Responsible Authority from consideration of Clause 52.06 – Car parking Standards.

Other matters

Clause 45.06 – Development Contributions Plan Overlay (DCPO – Schedule 2)

The subject site is within the Gisborne Development Contributions Plan- Area 2.

The purpose of the overlay is to ensure that, where land is subdivided, an appropriate development contribution is made towards the provision of infrastructure and services required to support growth within the relevant contribution area.

The current application seeks approval for the construction of ten dwellings and does not propose the subdivision of land. As no subdivision is sought, the proposal does not trigger the requirement under the DCPO2 to make a development contribution at this stage.

The overlay does not prevent the development of the land for multiple dwellings in the absence of a subdivision application.

Clause 53.02 – Bushfire Planning

The purpose of Clause 53.02 relevant to the application is to ensure that the location, design and construction of development appropriately responds to the bushfire hazard. Clause 53.02-1 applies to applications for buildings and works associated with accommodation within a designated Bushfire Prone Area where the land is not affected by the Bushfire Management Overlay. In these circumstances, Clause 53.02-6 requires consideration of whether appropriate vehicle access and a static water supply can be provided to support firefighting operations and emergency response.

The rear half of the subject site is located within the mapped Bushfire Prone area which also extends down slope to the Jacksons Creek valley within the Rural Conservation Zone land adjacent to the subject site to the south.

The proposed development is accessed via a 120.7m long private accessway. The accessway has been designed with a minimum width of 3.5m and incorporates wider passing opportunities, including a 5m wide turning area adjacent to Dwellings 1 and 2. These measures provide suitable access for emergency vehicles, including CFA appliances, and would enable vehicles to safely manoeuvre and access the rear of the site if required.

Having regard to the design of the accessway, the availability of a compliant turning area and the ability to provide an appropriate static water supply, the proposal is considered to achieve an acceptable bushfire response and appropriately addresses the relevant decision guidelines of Clause 53.02-6.

Clause 53.03 – Residential Reticulated Gas Service Connection

Clause 53.03-2 – Building and works requirements specifies a permit must not be granted for construction of a new dwelling or a new apartment development that is to be connected to a reticulated gas service. A mandatory condition will be included on any permit to be issued to prohibit gas connection to any dwelling within the development.

Objector concerns

Objector concerns regarding neighbourhood character, dwelling density, amenity impacts of overlooking and overshadowing, noise, traffic, carparking and waste collection have been addressed within the Clause 55 assessment. Based on the expectations established by Amendment VC267, the proposal is compliant with all deemed-to-comply standards.

Matters of stormwater detention, drainage impacts and waste collection have been addressed under Clause 55 assessment which demonstrates compliance with the relevant deemed-to-comply standards and the submitted waste management plan and stormwater management plan.

Environmental concerns of impacts to views, vegetation and fauna impacts and future zoning amendments under Gisborne Future Strategic plan, are also outside the scope of matters for consideration by council for a deemed-to-comply development under Clause 55.

Conditions

The proposal achieves a high level of compliance with all other remaining non applicable Clause 55 standards subject to the following proposed conditions for amendments to plans to improve the development design and functionality:

From Clause 55.03-2 - Standard B3-2 - Parking location

- Deletion of the 1.8m high paling fence to the private open space of units 1 and 6 adjacent to the driveway to be replaced with additional landscaping;
- The habitable room dining windows of unit 1 and kitchen windows of unit 6 modified to provide a raised sill height at 1.5m above ground level in accordance with Clause 55 Parking location Standard B3-2; and
- The 3000L water tanks adjacent to the driveway for Units 1 and 6 relocated to the area of rear secluded private open space of each dwelling.

Clause 55.03-3 – Standard B3-3 – Street integration

- The location of external bollard lighting along the driveway and site frontage for improved safety in accordance with Clause 55 Street integration Standard B3-3.

Given the recent upgrades to the Cherry Lane carriageway for the broader Rosalia subdivision to the west, an amended condition is required for the Waste Management Plan to demonstrate safe access and egress for waste collection vehicles.

Although these conditions are relatively minor in the broader development's context, they would improve the functionality and internal amenity for future residents and are considered acceptable inclusions.

Officer conclusion

The proposal has been assessed and demonstrates compliance with all Standards under Clause 55. Based on the current planning controls, the proposed development would provide an acceptable standard of amenity for existing and future residents. It would also provide an acceptable planning and design response to the constraints of the site and context of the surrounding area.

As all applicable Clause 55 standards are deemed to be met, the responsible authority is not required to consider any other matter or decision guidelines under any other provisions of the planning scheme and any specified matters under section 60 of the *Planning and Environment Act 1987*.

In addition, the proposal is exempt from third party review rights whereby a decision is unable to be appealed at the Victorian and Civil Administrative Tribunal (VCAT), and a permit can be immediately granted.

For these reasons the application is recommended for approval.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report

- AI tools were used for drafting assistance, for example generating initial text, summaries or alternative wording. All content was reviewed, edited and approved by Council officers.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed

and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

10 Units Development

33 Cherry Lane Gisborne 3437

TP01	Cover	☒
TP02	Site Description	☒
TP03	Design Response	☒
TP04	Site Cut & Fill Plan	☒
TP05	Ground Floor Plan	☒
TP06	First Floor Plan	☒
TP07	Roof Plan	☒
TP08	Elevations 1	☒
TP09	Elevations 2	☒
TP10	Elevations 3	☒
TP11	Elevations 4	☒
TP12	Floor Plate Plan	☒
TP13	Breeze Paths Plan	☒
TP14	Garden Area	☒
TP15	Material Schedule	☒
TP16	Shadow Diagram 1	☒
TP17	Shadow Diagram 2	☒



Layout ID
TP01

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Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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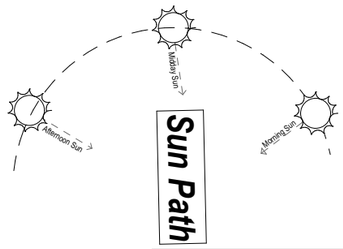
Drawing Status
Town planning

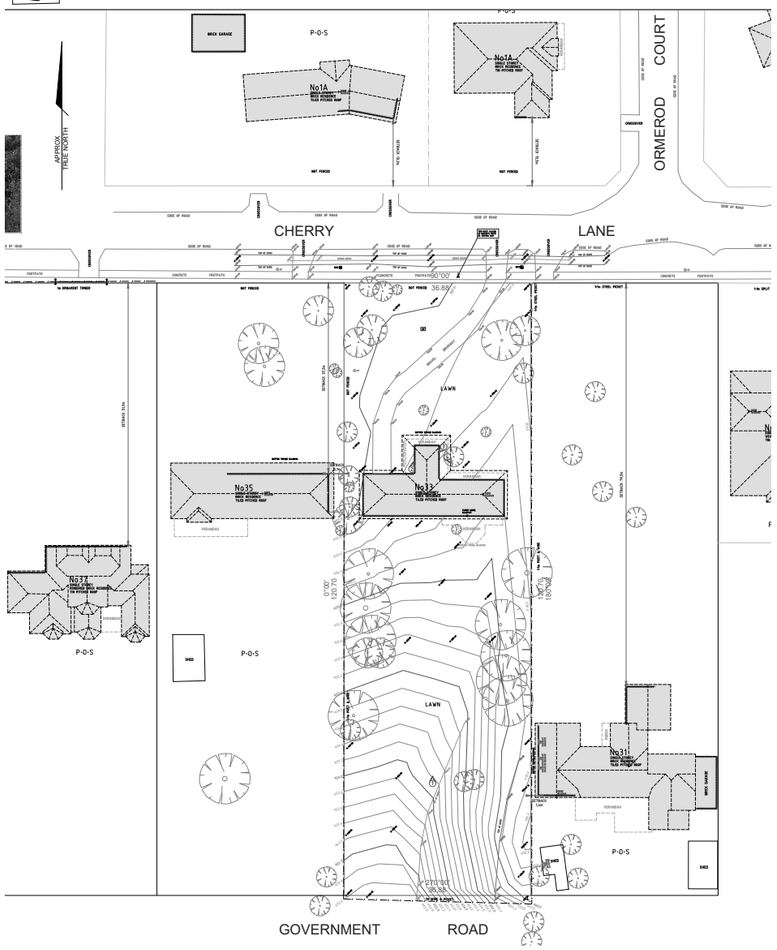
Drawing Scale
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Drawing Name
Cover

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID
TP01







14 CHERRY LANE
SINGLE STOREY-RENDERED
TILED ROOFING
NO FRONT FENCE



18 CHERRY LANE
VACANT LAND



22 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



25 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



28 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



29 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
APPROX 0.9M METAL FENCE



30 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



31 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



35 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



37 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
APPROX 0.9M BRICK & PALING FENCE



39 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
APPROX 1.2M BRICK & METAL FENCE



41 CHERRY LANE
TWO STOREY-RENDERED
TILED ROOFING
APPROX 0.9M METAL FENCE



42 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
APPROX 0.9M PALING FENCE



48 CHERRY LANE
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE



01 ORMEROD COURT
SINGLE STOREY-BRICKWORK
TILED ROOFING
NO FRONT FENCE

Site Description and Neighbourhood Character

Scale 1:500

Layout ID **TP02**

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Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

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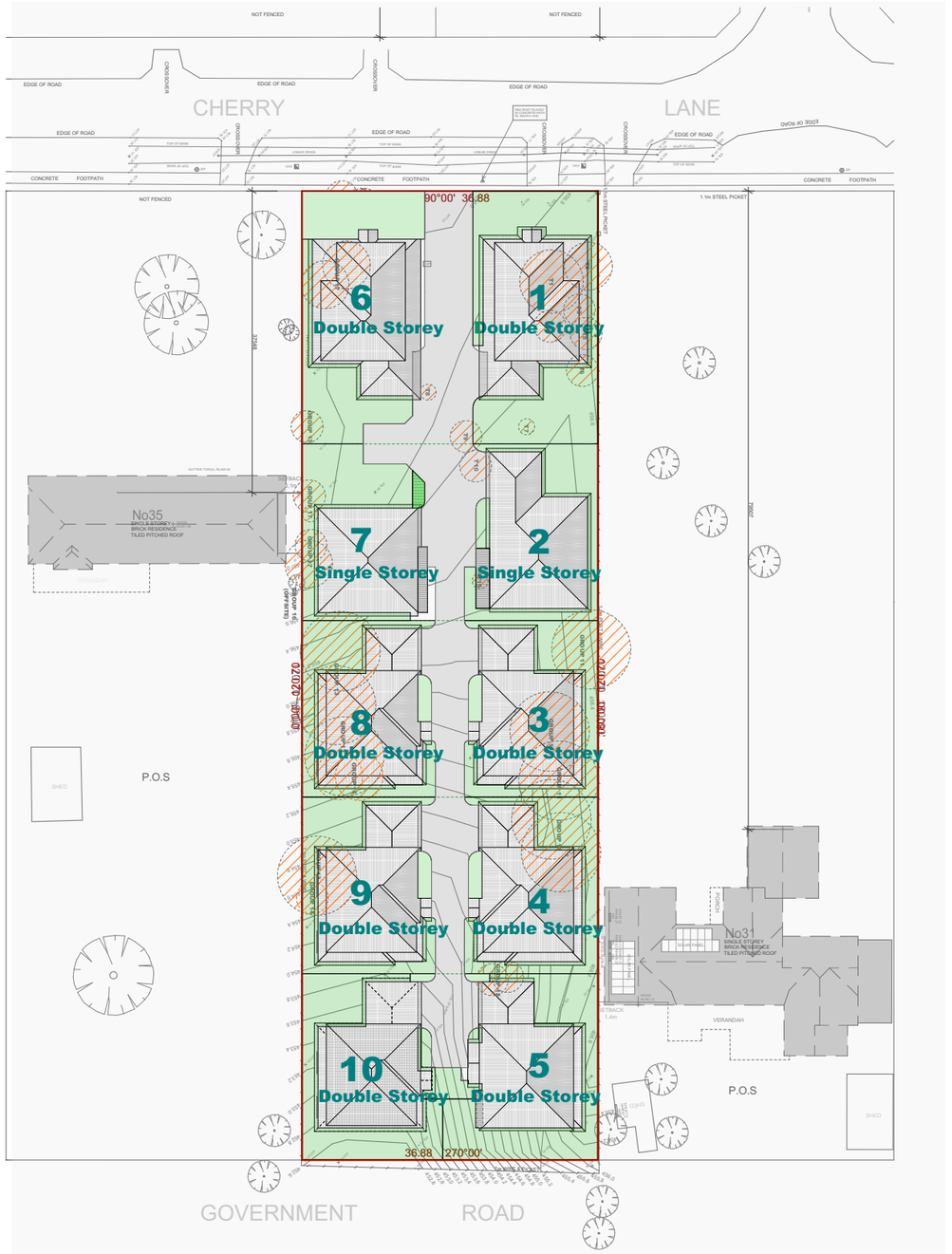
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Drawing Name Site Description

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID **TP02**



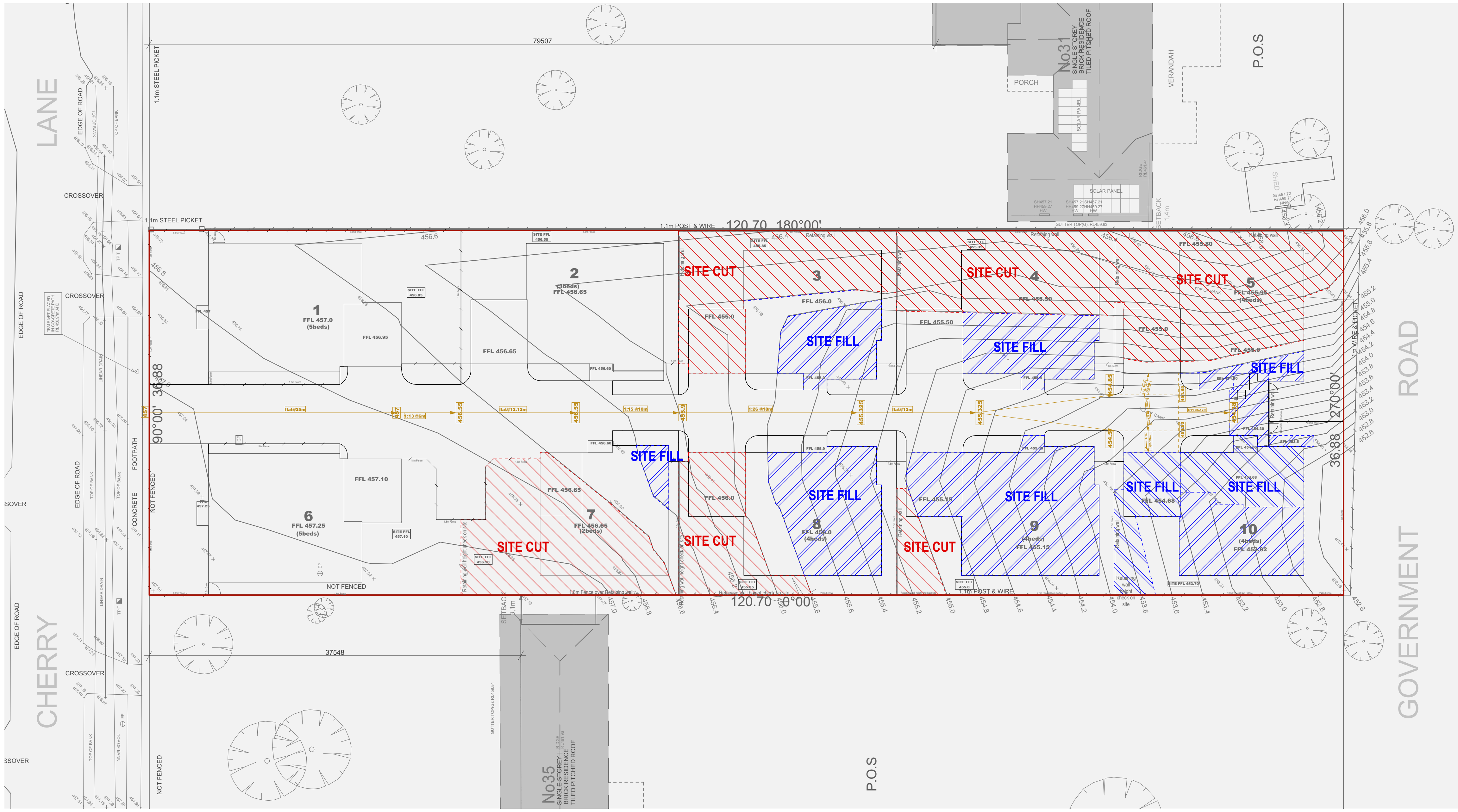
Legend

- Existing tree to be retained
- Existing tree to be removed

Design Response

Scale 1:300

Layout ID: TP03	iDraft Architecture Service M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Project Name: 10 Units Development Client Info: HEZHOU FAMILY TRUST Project Address: 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	Drawing Status: *Town planning*	N	Drawing Scale: @A1 1:300 DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. Drawing Name: Design Response	Revision / Date / Info A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	Layout ID: TP03



Legend

Site Cut

Site Fill

Site Cut & Fill Plan

Scale 1:200

Layout ID: TP04

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Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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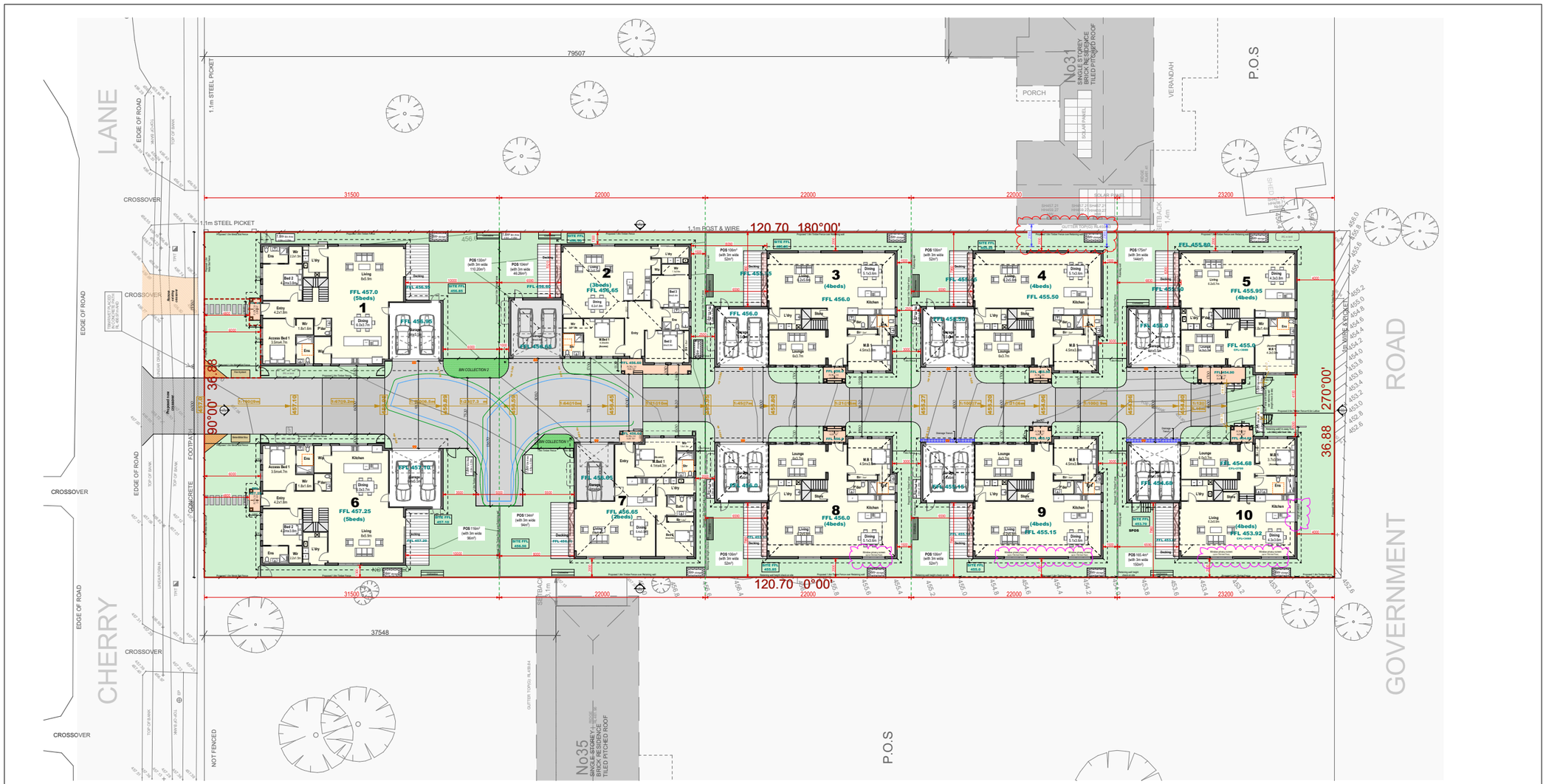
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Drawing Name: Site Cut & Fill Plan

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID: TP04



Legend

- Existing tree to be retained
- Proposed Tree
- Proposed Solar Light
- Proposed Garage Door Light

OUTDOOR SOLAR LIGHTING
OUTDOOR LIGHTING MUST BE PROVIDED, DESIGNED, BAFFLED AND LOCATED TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY TO PREVENT ANY ADVERSE EFFECT ON NEIGHBOURING LAND.
DIMENSIONS: 2"L x 2"W x 14. 25"H

GARAGE DOOR SENSOR LIGHT
20W BLACK TROOPER LED TWIN FLOOD LIGHT WITH MOTION SENSOR
DIMENSIONS: 110MMX100MM

SITE AREA	4451 m²	
SITE COVERAGE	2115.99 m²	47.54 %
SITE PERMEABILITY	1642.69 m²	36.91 %
GARDEN AREA	1631.26 m²	36.65 %
HARD SURFACE AREA	692.32 m²	

UNIT	BEDROOMS	CAR SPACE	GROUND FLOOR (m²)	PORCH (m²)	GARAGE	TOTAL GROUND (m²)	FIRST FLOOR (m²)	TOTAL UNIT AREA (m²)	POS (m²)	SPOS (m²)
1	5	2	189.48	2.88	37.50	229.86	123.93	353.79	130	110.20
2	3	2	172.29	9.15	37.20	218.64		218.64	104	46.26
3	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
4	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
5	4	2	159.66	8.67	37.20	205.53	126.17	331.70	175	144.00
6	5	2	189.48	2.88	37.50	229.86	123.93	353.79	116	96.00
7	2	1	135.10	3.00	27.41	165.51		165.51	134	94.00
8	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
9	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
10	4	2	158.71	4.08	37.20	199.99	125.92	325.91	165.4	150.00

Ground Floor Plan

Scale 1:200

Layout ID **TP05**

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Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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Drawing Status *Town planning*

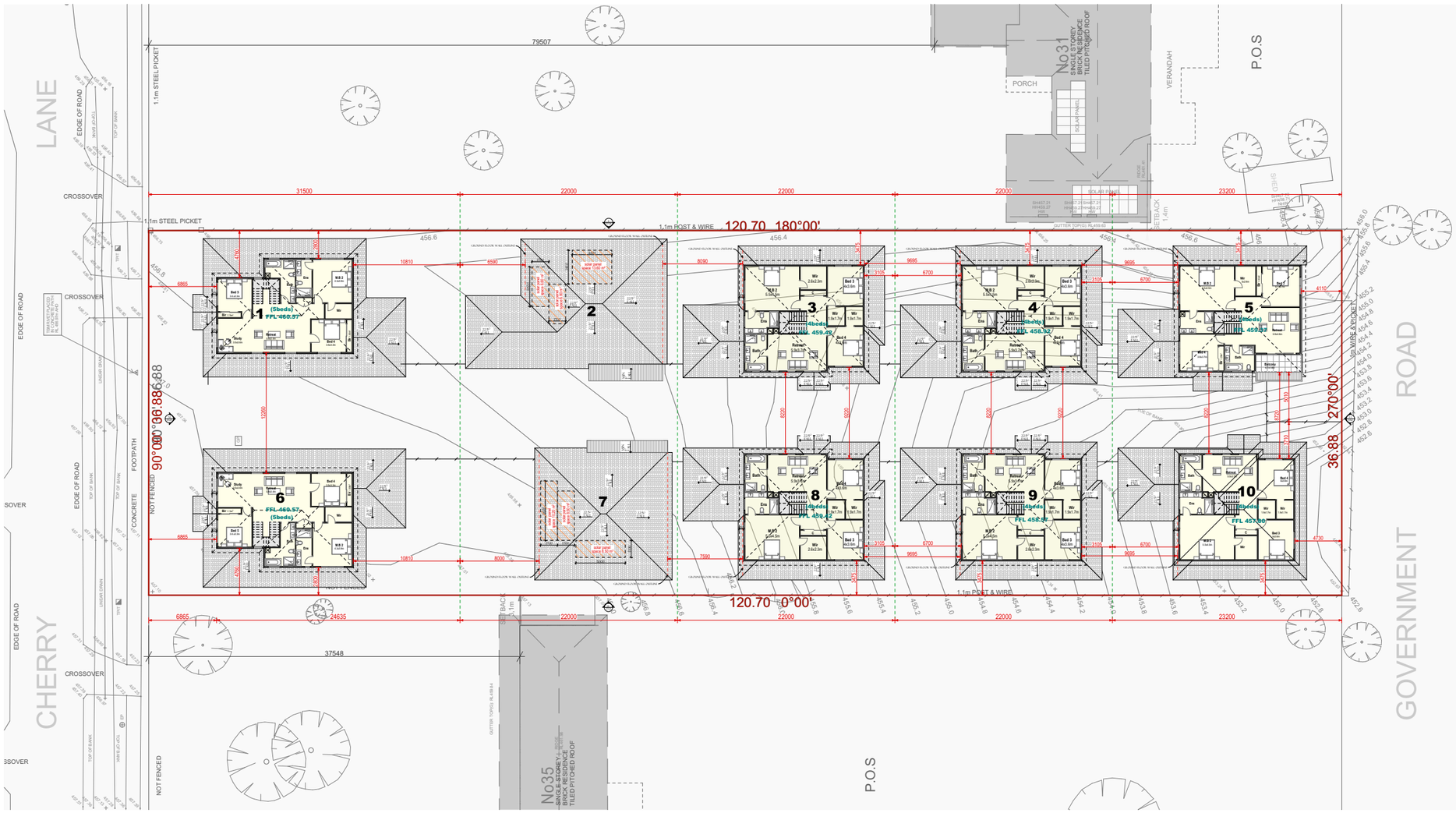
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Drawing Name Ground Floor Plan

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID **TP05**



SITE AREA	4451 m²	
SITE COVERAGE	2144.32 m²	48.18 %
SITE PERMEABILITY	1613.28 m²	36.25 %
GARDEN AREA	1599.79 m²	35.94 %
HARD SURFACE AREA	693.4 m²	

UNIT	BEDROOMS	CAR SPACE	GROUND FLOOR (m²)	PORCH (m²)	GARAGE	TOTAL GROUND (m²)	FIRST FLOOR (m²)	TOTAL UNIT AREA (m²)	POS (m²)	SPOS (m²)
1	5	2	217.31	2.88	38.00	258.19	126.78	384.97	138	94.22
2	3	2	172.29	9.15	37.20	218.64		218.64	104	46.26
3	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
4	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
5	4	2	159.66	8.67	37.20	205.53	126.17	331.70	175	144.00
6	5	2	189.48	2.88	37.50	229.86	123.93	353.79	110	89.80
7	2	1	135.10	3.00	27.41	165.51		165.51	129	80.80
8	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
9	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
10	4	2	158.71	4.08	37.20	199.99	125.92	325.91	165.4	150.00

First Floor Plan

Scale 1:150

Layout ID **TP06**

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Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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Drawing Status *Town planning*

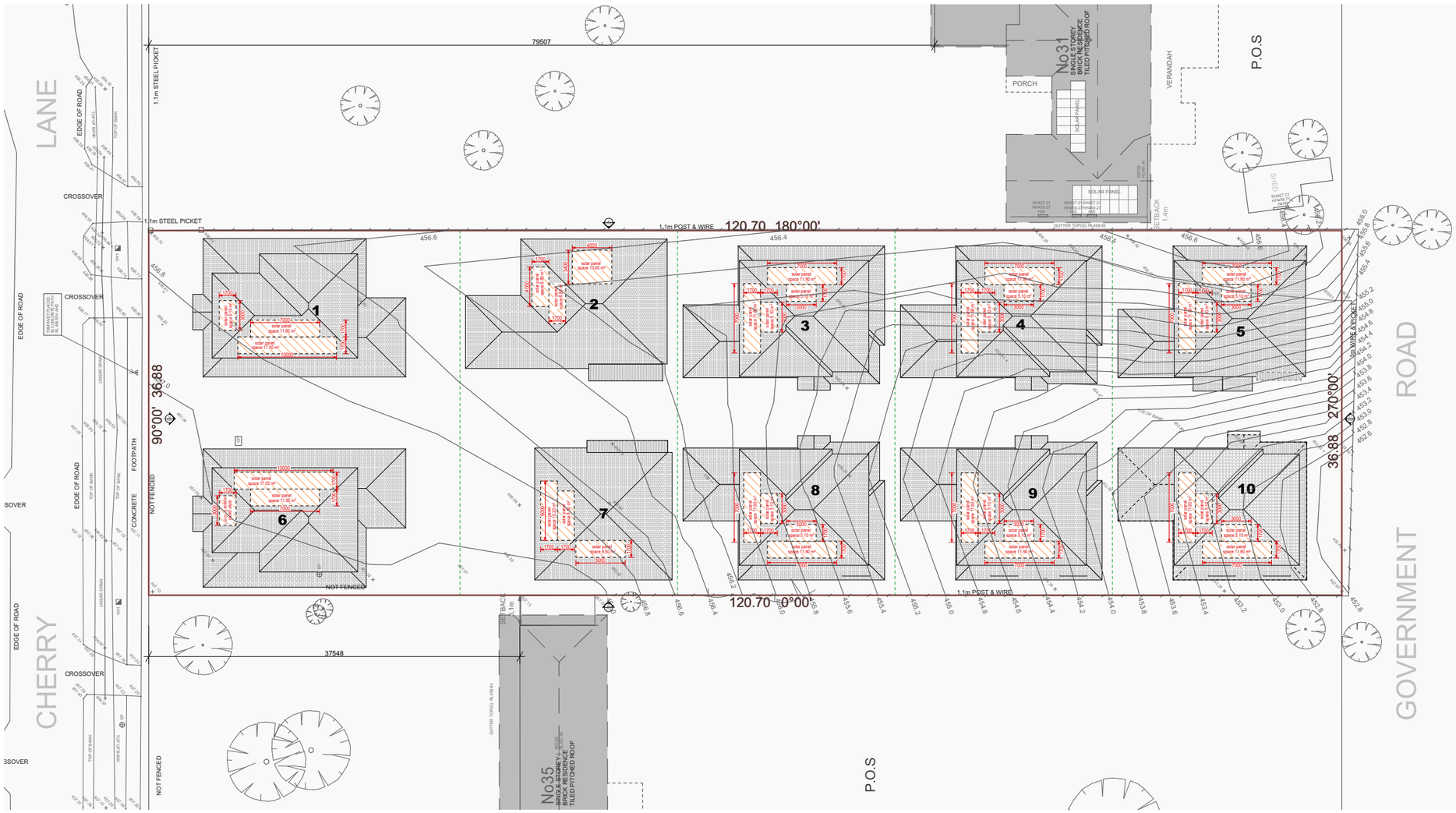
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Drawing Name First Floor Plan

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

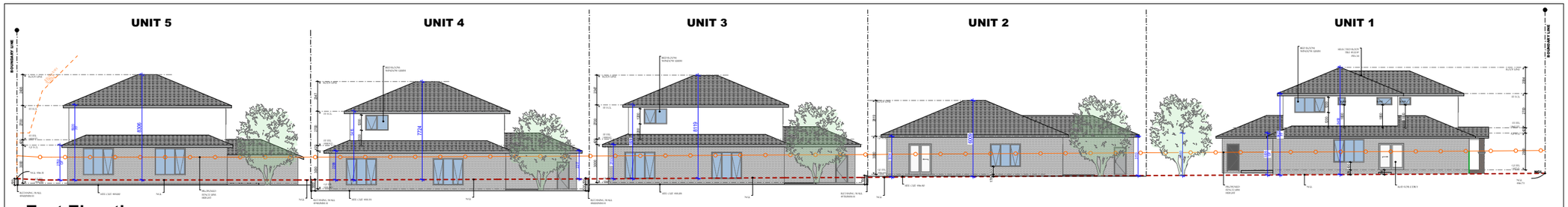
Layout ID **TP06**



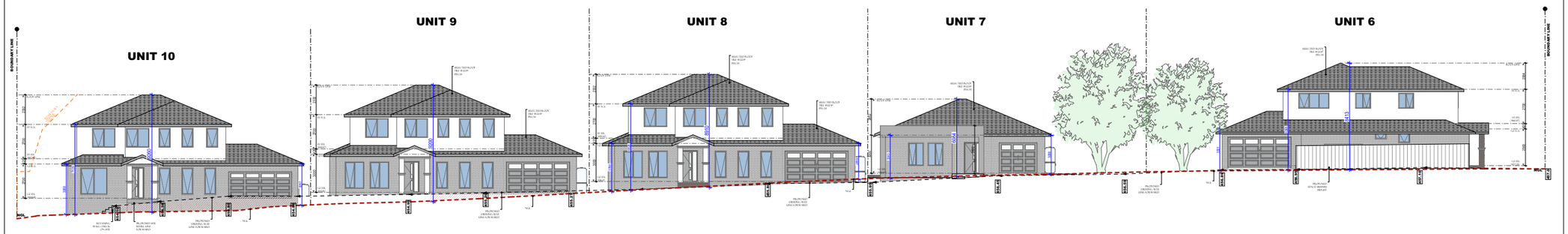
Roof Plan

Scale 1:150

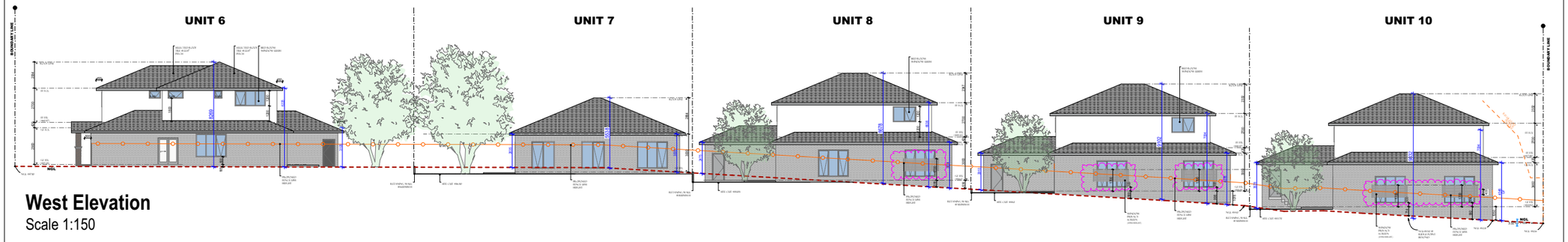
Layout ID **TP07**	**iDraft Architecture Service** M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	**Project Name:** 10 Units Development **Client Info:** HEZHOU FAMILY TRUST **Project Address:** 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	**Drawing Status** *Town planning*	N	**Drawing Scale** @A1 1:200 DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. **Drawing Name** Roof Plan	Revision	Date	Info	Layout ID **TP07**
								A	30/11/2025	Design with landscaping info	
								B	01/06/2026	RFI for planning	
								C	13/07/2026	2nd RFI for planning	



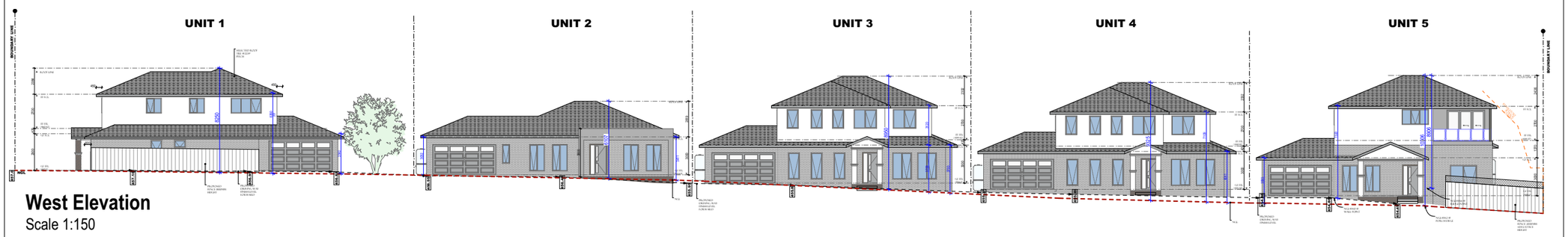
East Elevation
Scale 1:150



East Elevation
Scale 1:150

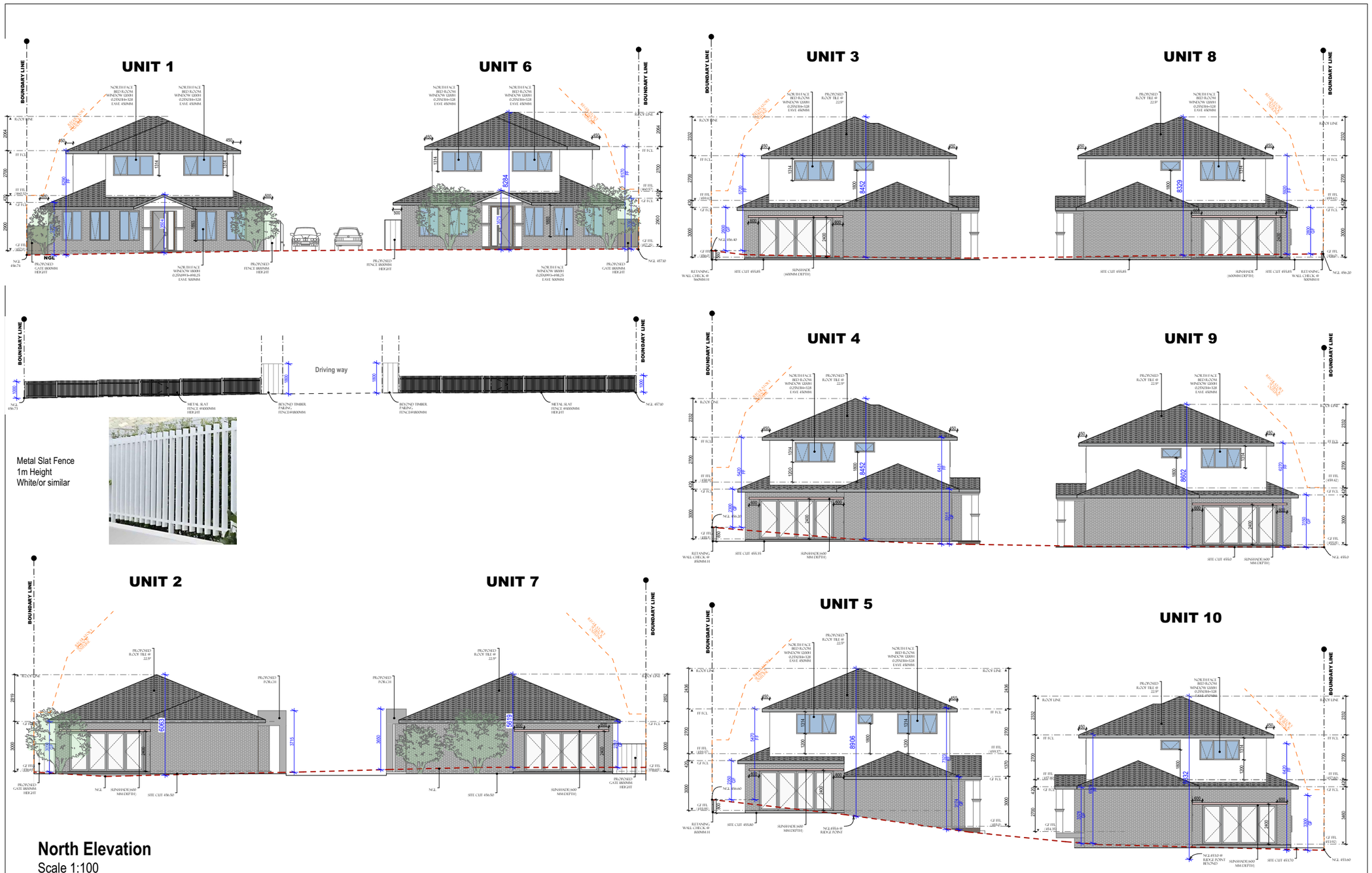


West Elevation
Scale 1:150

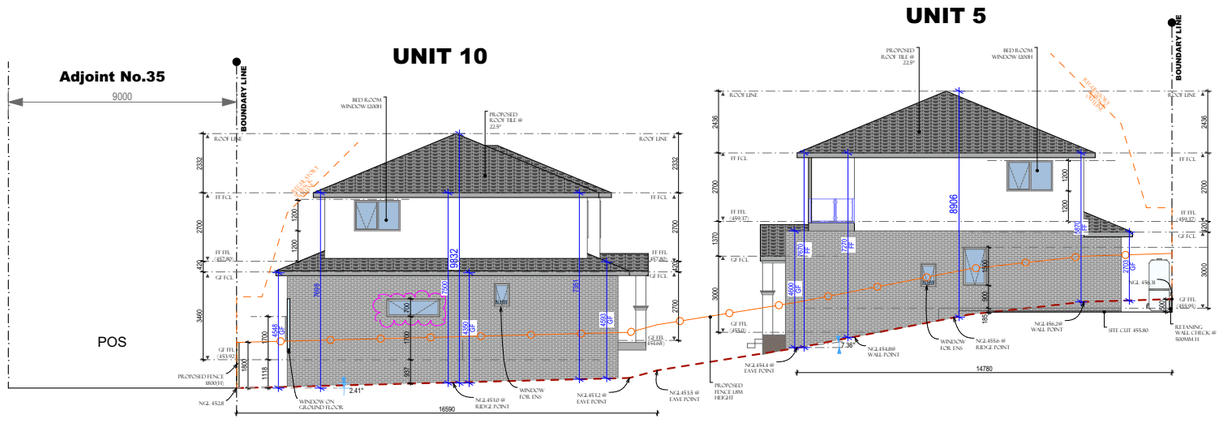


West Elevation
Scale 1:150

Layout ID **TP08**	**iDraft Architecture Service** M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	**Project Name:** 10 Units Development **Client Info:** HEZHOU FAMILY TRUST **Project Address:** 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	**Drawing Status** *Town planning*		**Drawing Scale** @A1 1:150 DO NOT SCALE DRAWINGS. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. **Drawing Name** Elevations 1	Revision / Date / Info A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	Layout ID **TP08**



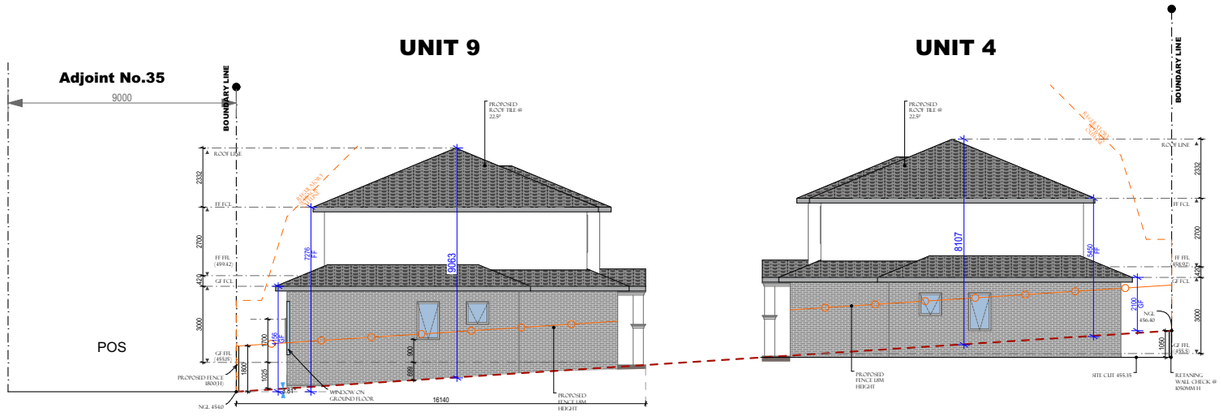
Layout ID TP09	iDraft Architecture Service M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Project Name: 10 Units Development Client Info: HEZHOU FAMILY TRUST Project Address: 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	Drawing Status *Town planning*	Drawing Scale @A1 1:100 DO NOT SCALE DRAWINGS; ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. Drawing Name **Elevations 2**	Revision / Date / Info A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	Layout ID TP09



South Elevation
Scale 1:100

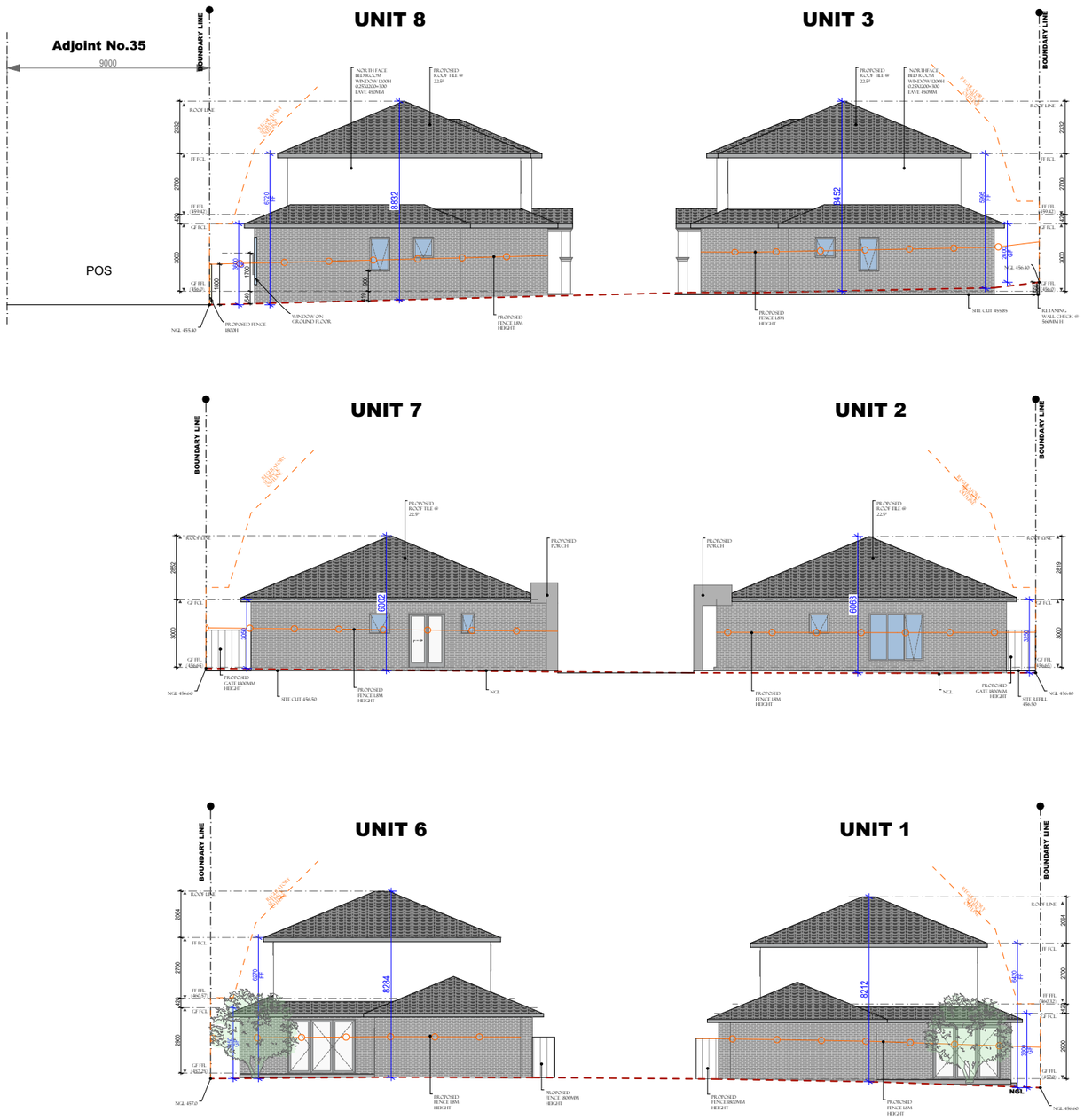


Internal View
Scale 1:100



South Elevation
Scale 1:100

Layout ID **TP10**	**iDraft Architecture Service** M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	**Project Name:** 10 Units Development **Client Info:** HEZHOU FAMILY TRUST	**Project Address:** 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	**Drawing Status** *Town planning*		**Drawing Scale** @A1 1:100 DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. **Drawing Name** Elevations 3	Revision / Date / Info: A 30/11/2025 Design with landscaping info; B 01/06/2026 RFI for planning; C 13/07/2026 2nd RFI for planning	Layout ID **TP10**



South Elevation
Scale 1:100

Layout ID: TP11	iDraft Architecture Service M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Project Name: 10 Units Development Client Info: HEZHOU FAMILY TRUST Project Address: 33 Cherry Lane Gisborne 3437	Copyright -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	Drawing Status: *Town planning*	Drawing Scale: @A1 1:100 DO NOT SCALE DRAWINGS; ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. Drawing Name: Elevations 4	Revision / Date / Info: A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	Layout ID: TP11

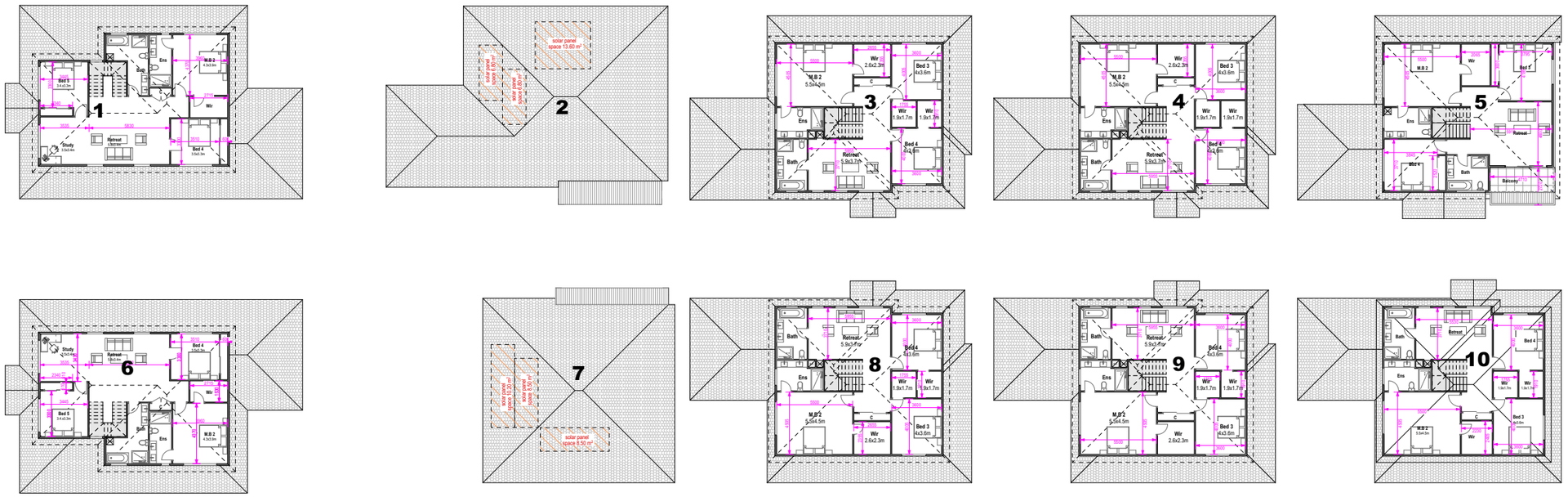
Floor Plate Plan-Ground

Scale 1:150



Floor Plate Plan-First

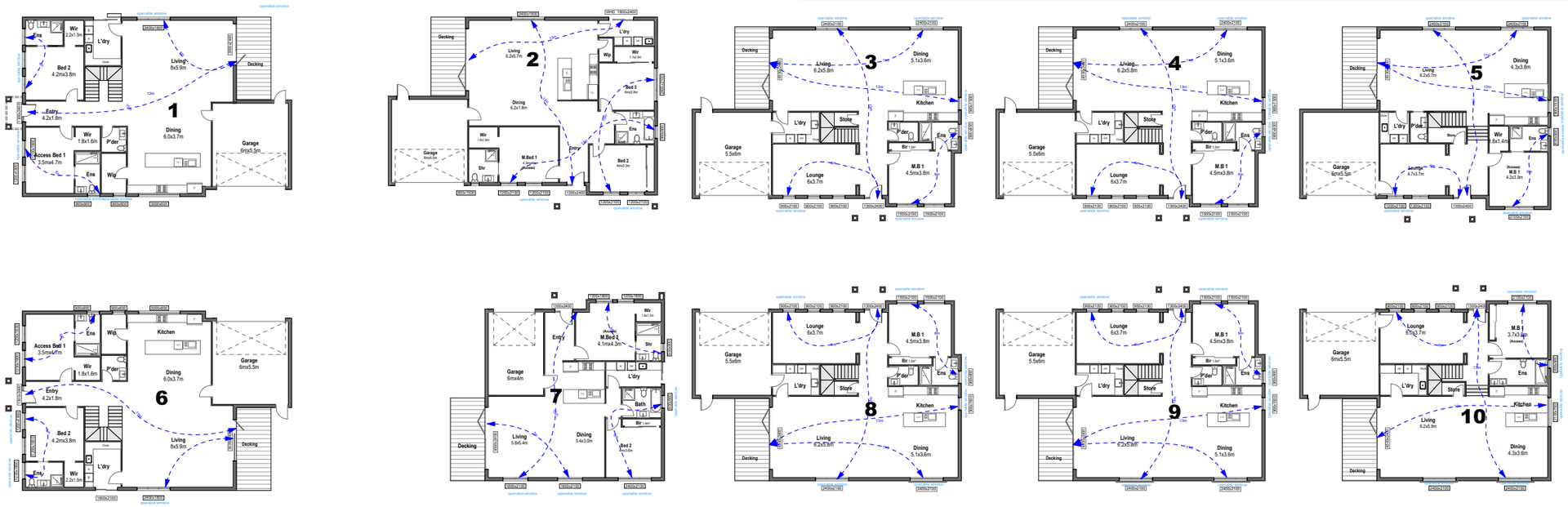
Scale 1:150



Layout ID	iDraft Architecture Service	Project Name: 10 Units Development	Copy Right	Drawing Status		Drawing Scale @A1 1:150	DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY.	Revision	Date	Info	Layout ID
TP12	M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Client Info: HEZHOU FAMILY TRUST Project Address: 33 Cherry Lane Gisborne 3437	-These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	*Town planning*		Drawing Name: Floor Plate Plan		A	30/11/2025	Design with landscaping info	TP12
								B	01/06/2026	RFI for planning	
								C	13/07/2026	2nd RFI for planning	

Breeze Paths Plan-Ground

Scale 1:150

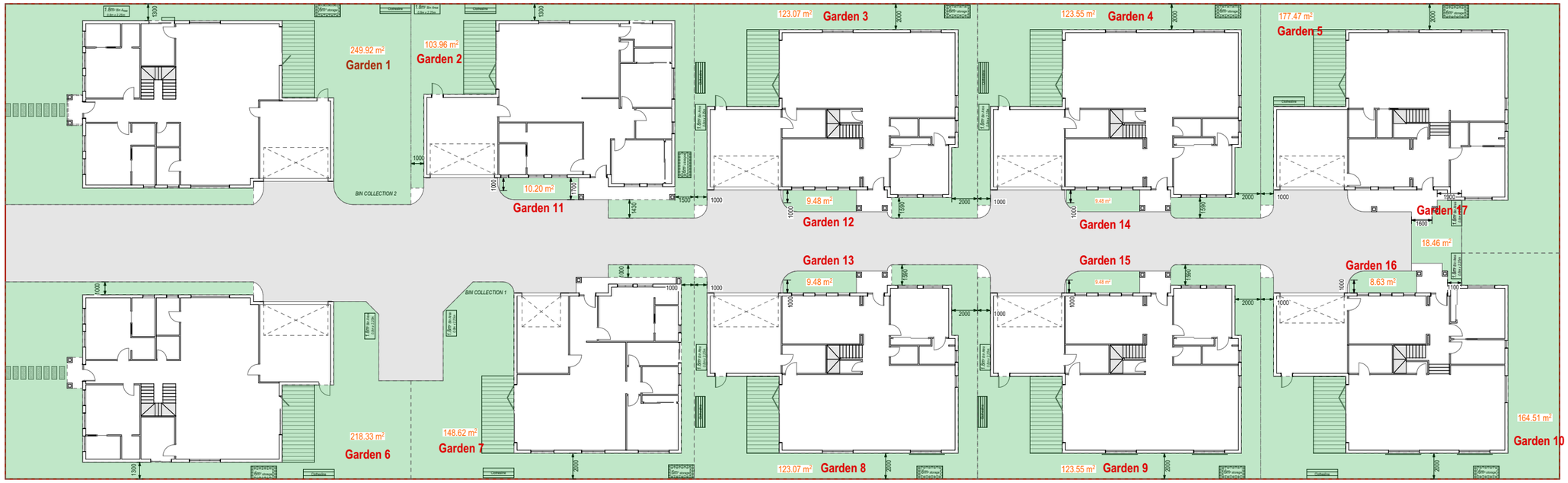


Breeze Paths Plan-First

Scale 1:150



Layout ID **TP13**	**iDraft Architecture Service** M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Project Name: **10 Units Development** Client Info: HEZHOU FAMILY TRUST	Project Address: **33 Cherry Lane Gisborne 3437**	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	Drawing Status *Town planning*	N	Drawing Scale @A1 1:150 DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. Drawing Name **Breeze Paths Plan**	Revision / Date / Info: A 30/11/2025 Design with landscaping info; B 01/06/2026 RFI for planning; C 13/07/2026 2nd RFI for planning	Layout ID **TP13**



Garden Area-Ground

Scale 1:150

Site area(m^2)	4451
Garden coverage request	35%
Min garden area request(m^2)	1557.85

Garden 1	249.92
Garden 2	103.96
Garden 3	123.07
Garden 4	123.55
Garden 5	177.47
Garden 6	218.33
Garden 7	148.62
Garden 8	123.07
Garden 9	123.55
Garden 10	164.51
Garden 11	10.2
Garden 12	9.48
Garden 13	9.48
Garden 14	9.48
Garden 15	9.48
Garden 16	8.63
Garden 17	18.46
Sum(m^2)	1631.26
Garden Coverage	36.65%

Layout ID **TP14**

iDraft Architecture Service
M: 0412 918 698
E: IDRAFT001@GMAIL.COM
www.idraftdesigngroup.com.au

Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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-Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.

Drawing Status *Town planning*

Drawing Scale @A1 1:150, 2:1

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Drawing Name Garden Area

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID **TP14**





MATERIAL & COLOUR SCHEDULE

EXTERIOR CLADDING

1

Exterior Walls
PGH brick
Colour: Cinders &soot or similar



2

First Floor
Fiber Cement with Exterior Wall Render
Company: DULUX
Colour: Lexicon^{R} Quarter B11



3

Ground Floor:
Exterior Wall Render
Company: DULUX
Colour: SN4H2 DULUX
Silkwort/or similar

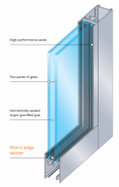


DOOR/WINDOW

Windows-Ground & Upper
Light Grey Aluminium framed windows



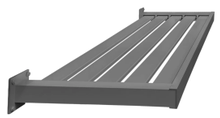
Window Glazing
Notes for BESS report:
Double glazing window in Living area and bed rooms.



Garage Door
Colorbond Section Door
Colour: Shale Grey /or similar



Horizontal Sunshade
Company: ECO Awning
Click'n'Fit Aluminium Window Awnings
Colour: Colorbond woodland grey/or similar



Window Privacy Screen
Company: ECO Awning
Click'n'Fit Aluminium Window Privacy Scrrens
Colour: Pearl white/or similar



ROOF

Roof Tiles
Concrete Tiles
Boral-Linea-Charcoal
Colour: black



FENCE

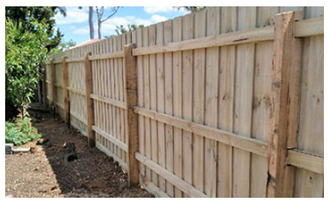
Front Fence

Metal Slat Fence
1m Height
White/or similar

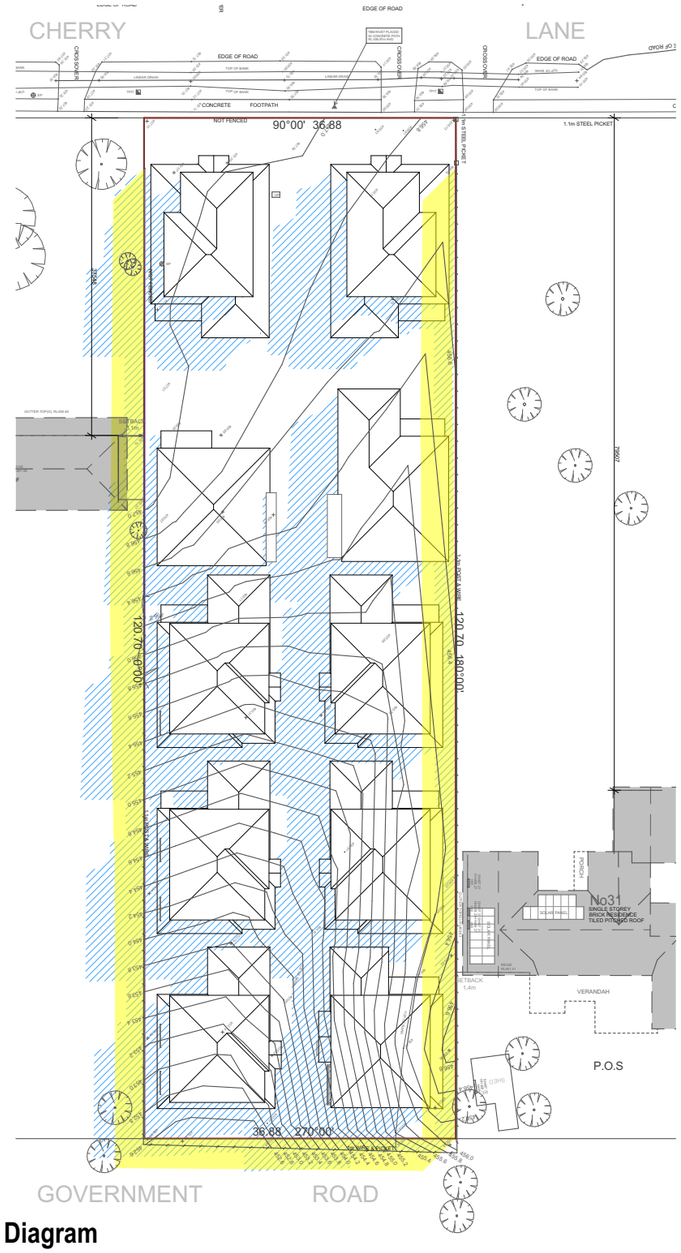


Boundary& Internal Dividing Fence

Timber Paling Fence
1.8m Height

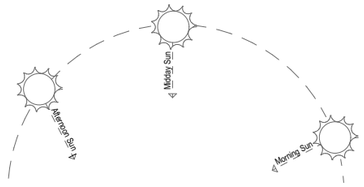


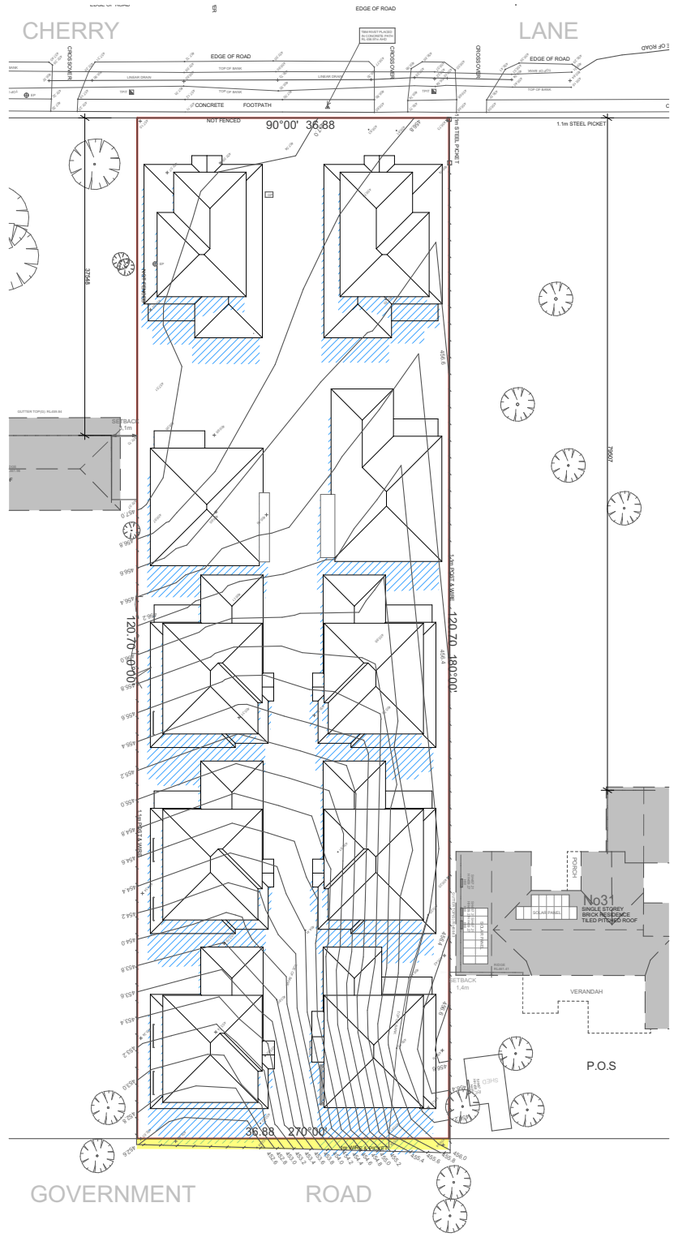
Layout ID	iDraft Architecture Service	Project Name: 10 Units Development	Copy Right	Drawing Status		Drawing Scale	DO NOT SCALE DRAWINGS. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY.	Revision / Date / Info	Layout ID
TP15	M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	Client Info: HEZHOU FAMILY TRUST Project Address: 33 Cherry Lane Gisborne 3437	-These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	*Town planning*	N	@A1 1:137.55, 1:147.88 Drawing Name: **Material Schedule**	A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	TP15



Proposed Fence(1.8M Height) shadow

Proposed dwelling shadow

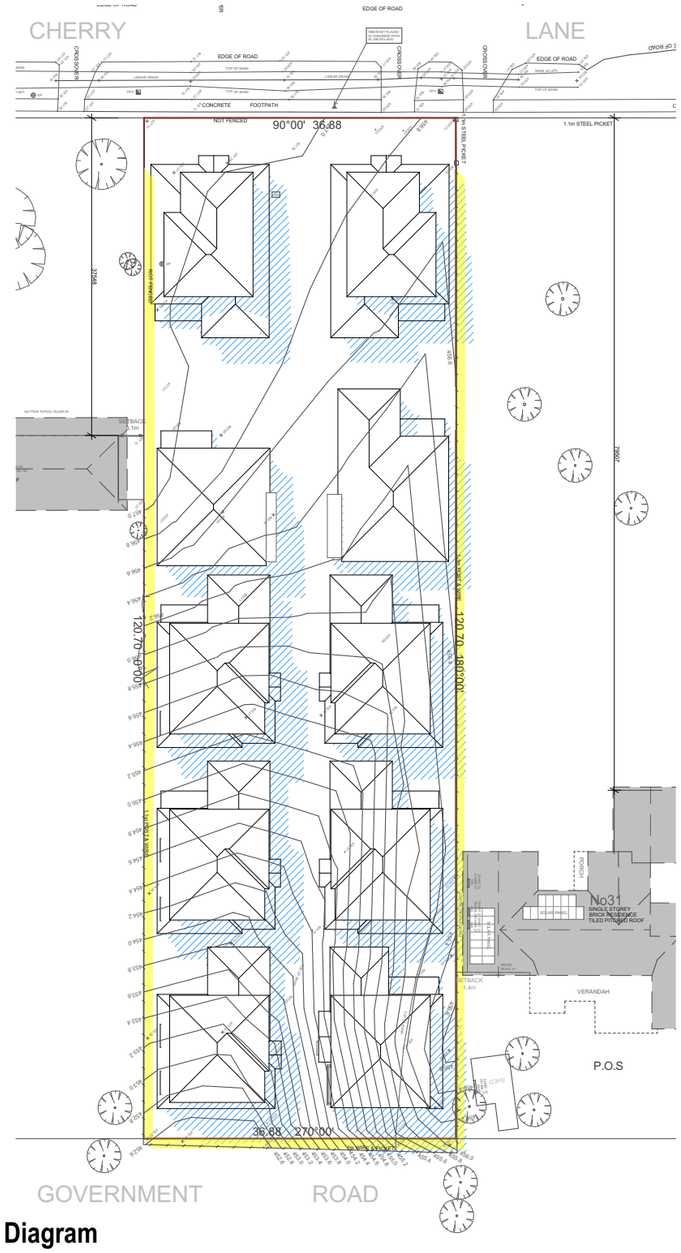




Shadow Diagram
-9:00AM 22/09
Scale 1:300

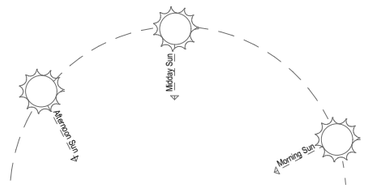
Shadow Diagram
-12:00PM 22/09
Scale 1:300

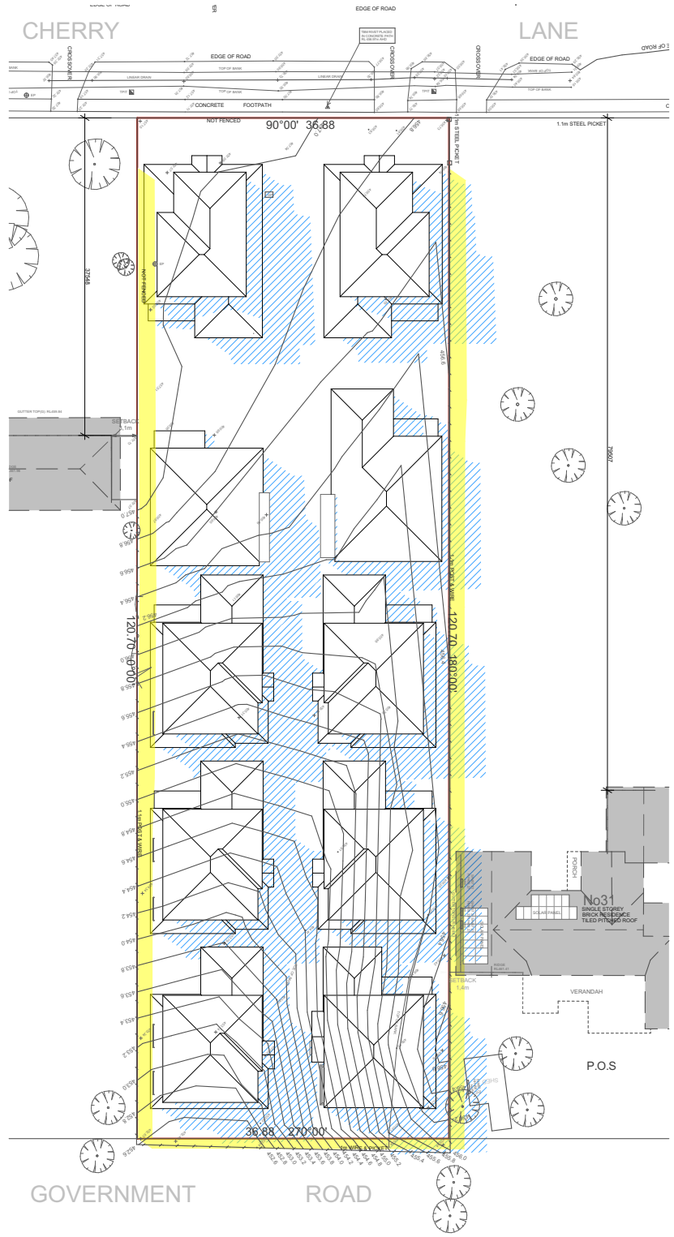
Layout ID **TP16**	**iDraft Architecture Service** M: 0412 918 698 E: IDRAFT001@GMAIL.COM www.idraftdesigngroup.com.au	**Project Name:** 10 Units Development **Client Info:** HEZHOU FAMILY TRUST **Project Address:** 33 Cherry Lane Gisborne 3437	Copy Right -These plans have been prepared for the exclusive use by the client of **iDraft Design Group** for the purpose expressly notified to the designer and only for the specified project address only. Any other person who uses or relies on these plans without the designer's written consent does so at their own risk and no responsibility is accepted by the designer for such use and/or reliance. -No part of this drawing may be reproduced or otherwise dealt with without written permission of **iDraft Design Group.** -Builder and subcontractors shall verify all dimensions, specifications, set backs and levels on site prior to commencement and during works. -Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.	**Drawing Status** *Town planning*	N	**Drawing Scale** @A1 1:300 DO NOT SCALE DRAWINGS; ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY. **Drawing Name** **Shadow Diagram 1**	Revision / Date / Info A 30/11/2025 Design with landscaping info B 01/06/2026 RFI for planning C 13/07/2026 2nd RFI for planning	Layout ID **TP16**



Proposed Fence(1.8M Height) shadow

Proposed dwelling shadow





Shadow Diagram
-14:00PM 22/09
Scale 1:300

Shadow Diagram
-15:00PM 22/09
Scale 1:300

Layout ID **TP17**

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www.idraftdesigngroup.au

Project Name: **10 Units Development**
Client Info: HEZHOU FAMILY TRUST
Project Address: **33 Cherry Lane Gisborne 3437**

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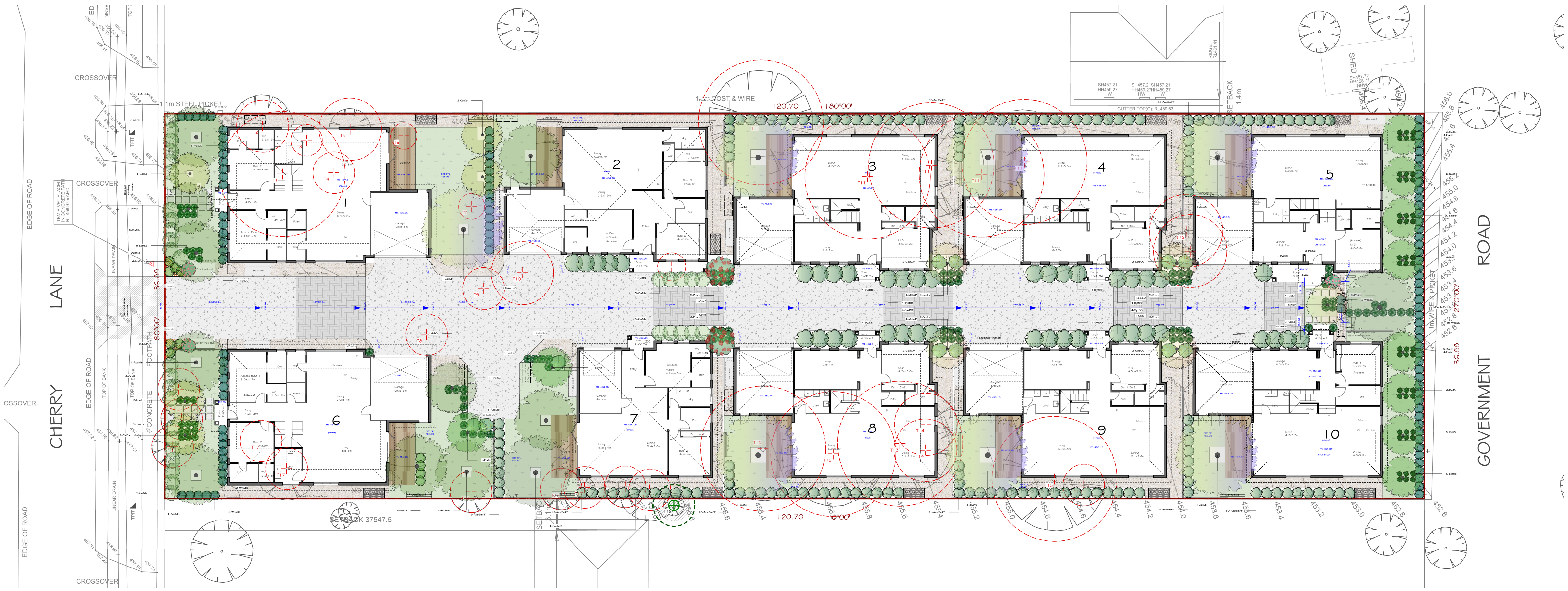
Drawing Status: ***Town planning***

Drawing Scale: @A1 1:300
DO NOT SCALE DRAWINGS: ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY.

Drawing Name: **Shadow Diagram 2**

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	01/06/2026	RFI for planning
C	13/07/2026	2nd RFI for planning

Layout ID **TP17**



PROPOSED PLANTING SCHEDULE

CATEGORY	CODE	BOTANICAL NAME	COMMON NAME	MATURE H x W (m)	POT SIZE	QTY
Tree	AcaMe	Acacia melanoxylon	Blackwood	12 x 6	40 cm	8
Tree	AllVe	Allocasuarina verticillata	Drooping Sheoak	9 x 5	40 cm	2
Tree	CalSa	Callistemon salignus	Willow Botlebrush	8 x 4	40 cm	5
Tree	ElaRe	Elaeocarpus reticulatus	Blueberry Ash	9 x 4	40 cm	10
Tree	EucLeR	Eucalyptus leucoxylon 'Rosea'	Red Flowering Yellow Gum	12 x 7	40 cm	2
Tree	JacMi	Jacaranda mimosifolia	Jacaranda	10 x 8	40 cm	7
Tree	MaloP	Malus ioensis 'Plena'	Betchel's Crab Apple	6 x 4	40 cm	5
Shrub	AceSmFF	Acmena smithii 'Forest Flame'	Lilly Pilly	2 x 1	20 cm	147
Shrub	CaviS	Callistemon 'Kings Park Special'	Kings Park Special	5 x 3	20 cm	2
Shrub	CoAlb	Correa alba	White Correa	1.5 x 1.5	14 cm	34
Shrub	GooOv	Goodenia ovata	Hop Goodenia	1.5 x 1.5	14 cm	11
Shrub	IndAu	Indigofera australis	Australian Indigo	2 x 1	14 cm	3
Shrub	SyzBB	Syzygium paniculata 'Backyard Bliss'	Backyard Bliss	3 x 2	20 cm	42
Shrub	WesJG	Westringia fruticosa 'Jervis Gem'	Coastal Rosemary	1 x 1	14 cm	105
Perennial	DiaRe	Dianella revoluta	Black Anther Flax-lily	0.5 x 0.5	14 cm	48
Groundcover	MyPa	Myoporum parvifolium 'Yareena'	Carpet Spreading Myoporum	0.1 x 1	14 cm	11
Grass	LomLo	Lomandra longifolia	Honey Reed	0.7 x 0.7	14 cm	23
Grass	PoaLa	Poa labillardieri	Common Tussock-grass	0.5 x 0.8	14 cm	72

PLEASE REFER TO PAGE 2 FOR TREE CANOPY CALCULATIONS.

EXISTING TREE SCHEDULE

NO.	BOTANICAL NAME	COMMON NAME	HEIGHT (M)	SPREAD (M)	TPZ (M)	SRZ (M)	PROPOSAL
1	Quercus robur	English Oak	13	12			Remove
2	Grevillea robusta	Silky Oak	11	5			Remove
3	Cedrus atlantica	Atlas Cedar	3.5	3			Remove
4	Ulmus pumila	Siberian Elm	3.5	4			Remove
5	Ulmus glabra	Scotch Elm	6.5	6			Remove
G6	Fraxinus angustifolia subsp.angustifolia	Desert Ash x 2	4.5	2.5			Remove
7	Cupressus sempervirens	Italian Cypress	9	2.5			Remove
8	Betula pendula 'Dalecarlica'	Cut Leaf Birch	9	4			Remove
9	Quercus robur	English Oak	4.5	4			Remove
10	Acer palmatum	Japanese Maple	5	6			Remove
G11	Cupressus macrocarpa 'Horizontalis Aurea'	Golden Monterey Cypress x 5	10	12			Remove
G12	Betula pendula	Silver Birch x 2	8	7			Remove
G13	Cupressus macrocarpa 'Horizontalis Aurea'	Golden Monterey Cypress x 4	10	12			Remove
G14	Photinia serratifolia	Christmas Berry x 3	6	6			Remove
15	Ligustrum lucidum	Shining Privet	5	3.5			Remove
G16	Pittosporum tenuifolium	Kohuhu x2	4	1	2	1.5	Retain
G17	Pittosporum eugenioides 'Variegatum' & Photinia serratifolia	Silver Tarata x5 /Christmas Berry x 5	5	4			Remove

NOTES:
DO NOT SCALE DRAWINGS.
THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ALL RELEVANT CONSULTANT DRAWINGS, REPORTS AND SPECIFICATIONS.
ALL SITE LEVELS THAT HAVE BEEN DETERMINED BY MAP AND LAND SURVEYORS ARE ALL TO THE AUSTRALIAN HEIGHT DATUM (A.H.D). BEFORE LANDSCAPING, THE CONTRACTOR MUST LOCATE ALL SERVICES. ALL LEVELS REMAIN RELATIVELY THE SAME. ALL DIMENSIONS AND SET OUT SHALL BE VERIFIED ON SITE PRIOR TO CONSTRUCTION.
ALL STRUCTURES (INCLUDING FENCES, LETTERBOXES AND METER BOXES) SHALL BE CONSTRUCTED TO A MAXIMUM HEIGHT OF 900 MM OR RELOCATED CLEAR OF A SPRAYED AREA NEAR THE ACCESS WAY TO ENSURE SAFE SIGHT DISTANCES.

TREE PROTECTION
TREE PROTECTION MEASURES ARE TO BE ESTABLISHED IN ACCORDANCE WITH AUSTRALIAN STANDARD 4970-2025 AND ARE TO INCLUDE THE FOLLOWING:
*ERECTION OF SOLID CHAIN MESH OR SIMILAR TYPE FENCING AT A MINIMUM HEIGHT OF 1.8 METERS IN HEIGHT HELD IN PLACE WITH CONCRETE FEET.
*SIGNAGE PLACED AROUND THE OUTER EDGE OF THE PERIMETER OF THE FENCING IDENTIFYING THE AREA AS A TPZ. THE SIGNAGE SHOULD BE VISIBLE FROM WITHIN THE DEVELOPMENT, WITH THE LETTERING COMPLYING WITH AS 1319.
*MULCH ACROSS THE SURFACE OF THE TPZ TO A DEPTH OF 100MM AND UNDERTAKE SUPPLEMENTARY WATERING/IRRIGATION WITHIN THE TPZ PRIOR TO AND DURING ANY WORKS PERFORMED.
*NO EXCAVATION, CONSTRUCTION WORKS OR ACTIVITIES, GRADE CHANGES, SURFACE TREATMENTS OR STORAGE OF MATERIALS OF ANY KIND ARE PERMITTED WITHIN THE TPZ UNLESS OTHERWISE APPROVED WITHIN THIS PERMIT OR FURTHER APPROVED IN WRITING BY THE RESPONSIBLE AUTHORITY.
*ALL SUPPORTS AND BRACING SHOULD BE OUTSIDE THE TPZ, AND ANY EXCAVATION FOR SUPPORTS OR BRACING SHOULD AVOID DAMAGING ROOTS WHERE POSSIBLE.
*NO TRENCHING IS ALLOWED WITHIN THE TPZ FOR THE INSTALLATION OF UTILITY SERVICES UNLESS TREE-SENSITIVE INSTALLATION METHODS SUCH AS BORING HAVE BEEN APPROVED BY THE RESPONSIBLE AUTHORITY.
*WHERE CONSTRUCTION IS APPROVED WITHIN THE TPZ, FENCING AND MULCHING SHOULD BE PLACED AT THE OUTER POINT OF THE CONSTRUCTION AREA.
*WHERE THERE ARE APPROVED WORKS WITHIN THE TPZ, IT MAY ONLY BE REDUCED TO THE REQUIRED AMOUNT BY AN AUTHORISED PERSON ONLY DURING APPROVED CONSTRUCTION WITHIN THE TPZ. IT MUST BE RESTORED IN ACCORDANCE WITH THE ABOVE REQUIREMENT AT ALL OTHER TIMES.

IRRIGATION
AN APPROVED DRIP IRRIGATION SYSTEM IS TO BE SUPPLIED TO ALL GARDEN BEDS. AN APPROVED SPRINKLER IRRIGATION SYSTEM IS TO BE SUPPLIED TO ALL LAWN AREAS. POTABLE WATER MUST NOT BE USED.

MULCH
ALL PLANTED AREAS ARE TO BE MULCHED TO A MINIMUM 75 MM THICKNESS USING AN APPROPRIATE TIMBER SPECIES SUCH AS PINE OR LOCAL COMMON EUCALYPTUS SPECIES, AVOIDING RARE TIMBER SPECIES SUCH AS RED GUM OR JARRAH.

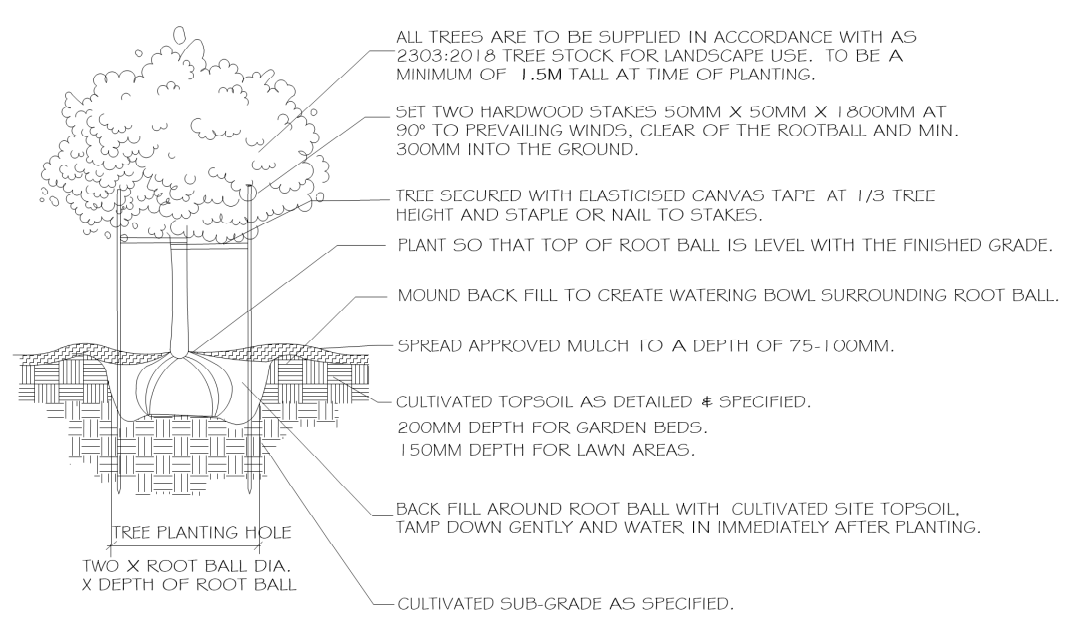
GARDEN BEDS
ALL GARDEN BEDS ARE TO BE CULTIVATED THOROUGHLY. ONCE CULTIVATED, FILL ALL GARDEN BEDS WHERE REQUIRED USING A SUITABLE ORGANIC MIX SOIL. FILL AND SHAPE ALL GARDEN BED AREAS AS REQUIRED.

MAINTENANCE
MAINTENANCE, AS SPECIFIED BELOW, SHALL BE FOR A PERIOD OF SIX (6) MONTHS AFTER THE DATE OF PRACTICAL COMPLETION.
WATERING: PLANTS SHALL BE WATERED IMMEDIATELY AFTER PLANTING, THEN WEEKLY FOR THE FIRST MONTH, THEN FORTNIGHTLY FOR THE FIRST 3 MONTHS. WATERING IS UNNECESSARY IF THERE HAS BEEN ENOUGH RECENT RAIN. ADDITIONAL WATERING IS REQUIRED ON DAYS OVER 30 DEGREES OR HIGH WIND DAYS. DROUGHT-TOLERANT SPECIES ARE SELECTED, BUT ALL PLANTS WILL LOOK BETTER IF GIVEN FORTNIGHTLY IRRIGATION OVER HOT, DRY PERIODS.
WEEDING: REMOVAL OF WEEDS BY HAND AND/OR BY A GLYPHOSATE PREPARATION ONCE A MONTH OR AS REQUIRED. TAKE CARE TO AVOID SPRAY DRIFT AND FOLLOW MANUFACTURERS' INSTRUCTIONS.
PRUNING: SHRUBS AND YOUNG TREES SHALL BE PRUNED AT 3 MONTHS, 6 MONTHS AND THEN YEARLY FOR DEAD, DISEASED, MISSHAPED OR CROSSED BRANCHES AND GENERAL SHAPING. ONCE ESTABLISHED, TREES SHALL BE CHECKED BY A QUALIFIED ARBORIST FOR FORM AND SAFETY EVERY 5 YEARS.
PEST AND DISEASE CONTROL: CHECK PLANTS FOR DAMAGE ONCE A MONTH AND USE RELEVANT SPRAYS TO THE MANUFACTURERS RECOMMENDATIONS.
FERTILISERS: A GENERAL ORGANIC LOW-PHOSPHOROUS FERTILISER SHALL BE PLACED UNDER MULCH OR INCORPORATED INTO THE SOIL WITH A VERTICAL SPADE CUT ONCE EVERY 6 MONTHS.
LAWNS: MOWING EVERY 3 TO 6 WEEKS TO 50MM HEIGHT, DEPENDING ON TIME OF YEAR, RAINFALL AND GROWTH. PEST, WEEDS, CONTROL AND FERTILISING WITH A LIQUID PREPARATION ONCE EVERY 6 MONTHS.
GENERAL: REMOVE RUBBISH AND REPLACE DEAD PLANTS WITH THE SAME SPECIES. MAINTAIN MULCH LEVELS.
CLEANING: CLEAN THE SITE OF DEBRIS AND WEEDS.

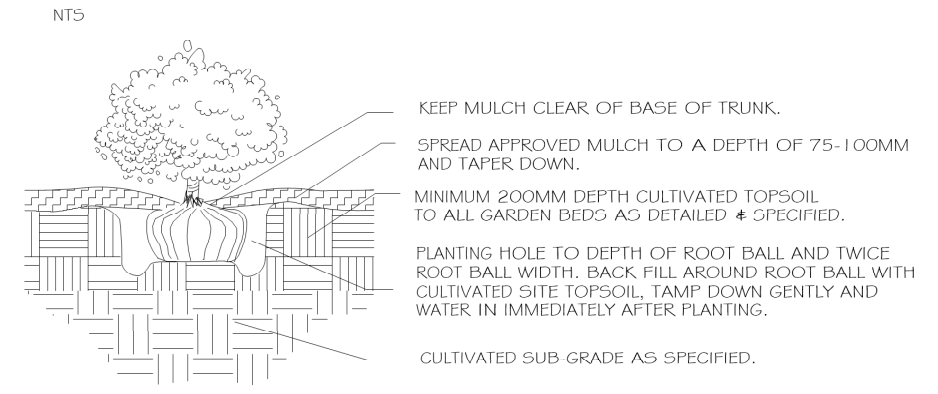
LEGEND

	PROPOSED SELECTED GARDEN STEPPERS
	PROPOSED SELECTED CONCRETE DRIVEWAY
	PROPOSED PLAIN CONCRETE
	PROPOSED TIMBER DECK
	PROPOSED SELECTED PAVED DRIVEWAY
	PROPOSED SELECTED GARDEN TOPPINGS (PERMEABLE)
	PROPOSED LAWN
	PROPOSED RETAINING WALLS/GARDEN BEDS
	PROPOSED TREES (REFER TO PLANT SCHEDULE)
	EXISTING TREES TO BE REMOVED
	EXISTING TREES TO BE RETAINED
	STRUCTURAL ROOT ZONES
	NOTIONAL ROOT ZONES

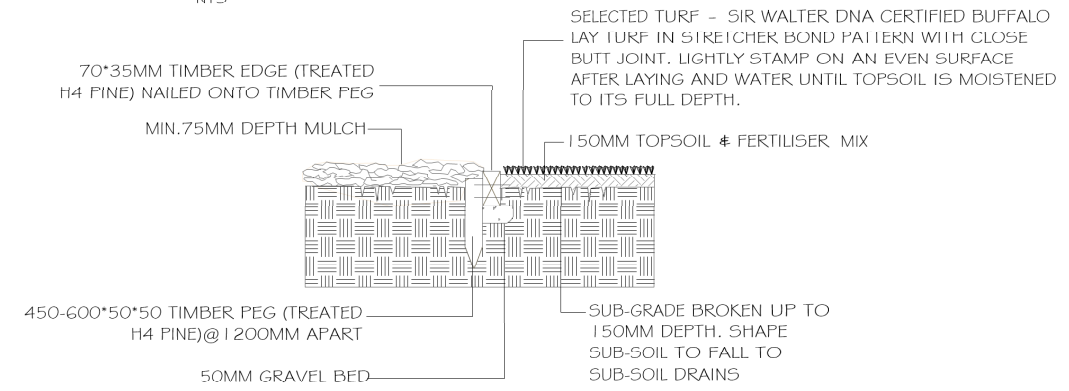
TYPICAL TREE PLANTING DETAIL
NTS



TYPICAL SHRUB PLANTING DETAIL
NTS



TURF & GARDEN EDGING DETAIL
NTS



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Project
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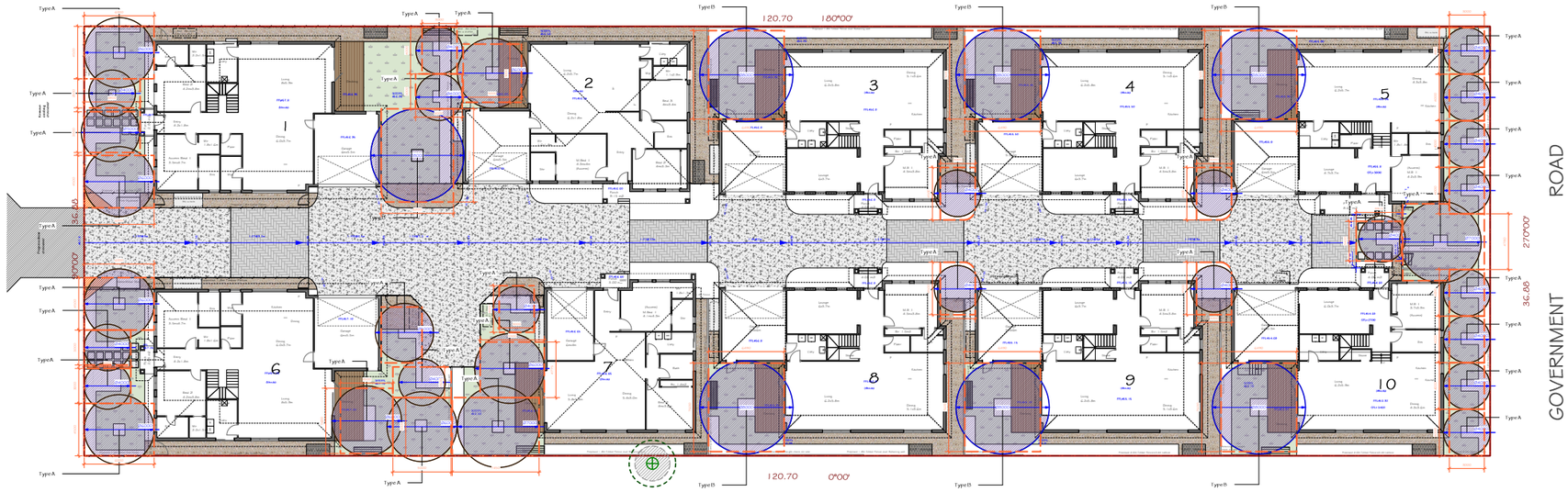
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Drawing
Landscape Plan

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Rev	Date	Description
A	17/12/25	
B	16/06/26	

Project number	2025099	Client	
Drawing number	LP01	Status	Town Planning
Drawn by	YH	Checked by	YH
Scale@A1	1:200	Issue Date	16/06/2026



Proposed Canopy Trees						
QTY	Species name	Type	Mature canopy diameter	Mature canopy cover area each (m^2)	Minimum deep soil area required each (m^2)	Minimum soil plan dimension (m)
10	*Elaeocarpus reticulatus*	A	4	12.6	12	2.5
5	*Malus ioensis* 'Plena'	A	4	12.6	12	2.5
5	*Callistemon salignus*	A	4	12.6	12	2.5
2	*Allocasuarina verticillata*	A	5	19.6	16	3
8	*Acacia melanoxylon*	A	6	28.3	25	3.5
2	*Eucalyptus leucoxylon* 'Rosea'	A	7	38.5	36	4
7	*Jacaranda mimosifolia*	B	8	50.2	49	4.5
				Total	945.1	887

Site area	4451.0 m^2	
Minimum canopy cover required	890.2 m^2	20.0%
Total proposed canopy cover within the site (purple hatch)	894.6 m^2	20.1%
Minimum deep soil area required	887.0 m^2	
Total proposed deep soil area (orange regions)	914.1 m^2	

	EXISTING TREES TO BE RETAINED
	TYPE A
	TYPE B
	TYPE C
	PROPOSED CANOPY AREA WITHIN THE SITE
	DEEP SOIL AREA

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Project
33 Cherry Lane, Gisborne VIC 3437

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Drawing
Tree Canopy Plan

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Rev	Date	Description
A	17/12/25	
B	16/06/26	

Project number	**2025099**	Client	
Drawing number	**LP02**	Status	**Town Planning**
Drawn by	**YH**	Checked by	**YH**
Scale@A1	**1:200**	Issue Date	**16/06/2026**

ARBORICULTURAL ASSESSMENT

33 CHERRY LN, GISBORNE
VIC 3437

PREPARED BY:
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CONSULTANT ARBORIST
B.APP. SCI(HORT) DIP HORT (ARB)

31 MARCH 2026

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DOCUMENT CONTROL

Version	Author	Date
1	M. Nees	31 March 2026

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1.0 INTRODUCTION

1.1.1 Jesse-Ant Architects has engaged Treespace Solutions to prepare a Preliminary Tree Data Survey for 1054 Doncaster Road, Doncaster East.

1.1.2 The study area includes the entire site and neighbouring sites up to 3.0m from the common boundary or beyond, if larger trees are likely to be impacted by the site's future development. Trees or shrubs under 3.0 metres in height were not assessed as they do not meet the criteria for a 'tree' under the Australian Standard AS 4970-2025 Protection of trees on development sites. The definition of a tree as defined in AS4970-2009 Protection of trees on development sites has been used as the threshold for assessment, being "a long lived woody perennial plant greater than (or usually greater than) 3 m in height with one or relatively few main stems or trunks."

1.1.3 Ten individual trees were assessed on 27 March 2026 using a TruPulse 200 / B laser height meter and a Richter 5m Fibreglass Diameter Tape. Where direct access was not available to all offsite trees, the DSH measurements were estimated to the nearest 5cm.

1.1.4 The inspection was carried out in accordance with steps one and two of the internationally recognised Visual Tree Assessment (VTA). This method for assessing trees was developed by Mattheck and Breloer (1994) and is included in standard arboricultural texts by Harris, Clarke, and Matheny (2004) and Lonsdale (1999).

2.0 PLANNING & ZONING

Local Government Authority	Macedon Ranges Shire
Planning Scheme Zone	GENERAL RESIDENTIAL ZONE SCHEDULE 1 (GRZ1)
Vegetation Overlays or Local Law	CLAUSE 52.37 CANOPY TREES

2.1.1 CLAUSE 52.37 CANOPY TREES – Refer to 12.0 for further details.

2.1.2 **PERMIT TRIGGERS**

2.1.3 CLAUSE 52.37 CANOPY TREES – Refer to 14.0 for further details.

- None of the assessed trees trigger CLAUSE 52.37 CANOPY TREES.

3.0 TREE LOCATION PLAN



Image reference: Landscape Plan 17/12/2025

PRELIMINARY TREE DATA SURVEY 33 CHERRY LN, GISBORNE

4.0 TREE ASSESSMENT DATA

Tree	Taxon	Common Name	Origin	DSH (cm)	NRZ (m)	DGL (m)	SRZ (m)	Height (m)	Canopy (m)	Age	ULE Years	Health	Structure	Form	Amenity	Arboricultural Value	Notes	CLAUSE 52.37 permit trigger	Comments
1	*Quercus robur*	English Oak	Exotic	52	6.3	72	2.9	13	12	Semi-mature	20+years	Good	Good	Symmetrical	High	High		NO	Well-formed tree located near front boundary
2	*Grevillea robusta*	Silky Oak	Australian Native	14, 31	4.1	36	2.2	11	5	Semi-mature	20+years	Fair	Fair	Asymmetrical	High	Low		NO	Located on boundary, Suppressed by Tree 1 Remove to allow for Tree 1 growth
3	*Cedrus atlantica*	Atlas Cedar	Exotic	9	2	12	1.5	3.5	3	Semi-mature	1-5 years	Fair	Fair-good	Suppressed	Low	Low	Poor location (structural damage)	NO	Growing beneath adjacent trees Remove
4	*Ulmus pumila*	Siberian Elm	Exotic	7	2	12	1.5	3.5	4	Semi-mature	20+years	Fair-good	Fair-good	Asymmetrical	Low	Low		NO	Elm suckering emerging beside it
5	*Ulmus glabra*	Scotch Elm	Exotic	44	5.3	44	2.4	6.5	6	Semi-mature	20+years	Good	Fair-good	Symmetrical	Medium	Low		NO	Located on boundary and will become asymmetrical due to T1.
G6	*Fraxinus angustifolia subsp. angustifolia*	Desert Ash x 2	Exotic	15 & 25	3	30	2	4.5	2.5	Semi-mature	0	Fair-good	Fair-good	Symmetrical	Low	None	Environmental weed	NO	Self-seeded tree adjacent to boundary
7	*Cupressus sempervirens*	Italian Cypress	Exotic	30	3.6	35	2.2	9	2.5	Semi-mature	20+years	Good	Good	Lopped/topped	Medium	Low		NO	Growing within retained rock garden Lopped upper syem
8	*Betula pendula 'Dalecarlica'*	Cut Leaf Birch	Exotic	18	2.2	25	1.9	9	4	Mature	20+years	Fair	Fair-good	Symmetrical	Medium	Medium		NO	Reasonably well-formed tree centrally located Minor branch death
9	*Quercus robur*	English Oak	Exotic	14	2	21	1.8	4.5	4	Semi-mature	0	Fair-good	Fair	Asymmetrical	Low	Low	Poor location (structural damage)	NO	Located beside dwelling Conflict with roof eaves
10	*Acer palmatum*	Japanese Maple	Exotic	7, 7, 8, 14	2.3	18	1.7	5	6	Semi-mature	20+years	Fair-good	Fair-good	Asymmetrical	Medium	Medium		NO	Growing in corner beside dwelling Retention worthwhile if practical
G11	*Cupressus macrocarpa 'Horizontalis Aurea'*	Golden Monterey Cypress x 5	Exotic	60	7.2	70	2.9	10	12	Mature	20+years	Fair-good	Fair-good	Symmetrical	Medium	Low		NO	First of 2 windbreakers
G12	*Betula pendula*	Silver Birch X 2	Exotic	21 & 17	2.5	48	2.5	8	7	Mature	20+years	Good	Fair-good	Symmetrical	Medium	Medium		NO	1 parent and 1 sucker. Remove sucker and consider retention of parent tree if practical
G13	*Cupressus macrocarpa 'Horizontalis Aurea'*	Golden Monterey Cypress x 4	Exotic	60	7.2	70	2.9	10	12	Mature	20+years	Fair-good	Fair-good	Symmetrical	Medium	Low		NO	Second windbreak Some asymmetry from Photinias
G14	*Photinia serratifolia*	Christmas Berry X 3	Exotic	25	3	30	2	6	6	Mature	20+years	Fair-good	Fair-poor	Suppressed	Low	Low		NO	Growing amongst Cypress trees
15	*Ligustrum lucidum*	Shining Privet	Exotic	19	2.3	22	1.8	5	3.5	Semi-mature	0	Fair-good	Fair-good	Symmetrical	Low	None	Environmental weed	NO	Self-seeded at rear of dwelling
G16	*Pittosporum tenuifolium*	Kohuhu x 2	Exotic	10	2	15	1.5	4	1	Semi-mature	20+years	Fair	Fair	Asymmetrical	Low	Low	Adjacent property	NO	Small trees on boundary fence within adjacent property
G17	*Pittosporum eugenioides 'Variegatum' & Photinia serattifolia*	Silver Tarata x 5 Christmas Berry x 5	Exotic	20	2.4	25	1.9	5	4	Semi-mature	20+years	Fair-good	Fair-good	Symmetrical	Medium	Low		NO	Alternate planting forming screening informal hedge

*DSH & DAB estimated to the nearest 5cm

PRELIMINARY TREE DATA SURVEY 33 CHERRY LN, GISBORNE

5.0 CLAUSE 52.37 CANOPY TREES

5.1.1 A permit is required to remove, destroy or lop a canopy tree in the Mixed Use Zone, Township Zone, Residential Growth Zone, General Residential Zone, Neighbourhood Residential Zone, and Housing Choice and Transport Zone.

5.1.2 This does not apply:

- If the table of exemptions in clause 52.37-8 specifically states that a permit is not required.
- To the removal, destruction or lopping of a canopy tree (other than a boundary canopy tree) identified for assessment in an application to which clause 54, 55, 57 or 58 applies and the tree is not removed, destroyed or lopped until the permit is issued.
- To the removal, destruction or lopping of a canopy tree (other than a boundary canopy tree) if the site is developed with an existing dwelling.

5.1.3 In clause 52.37:

- canopy tree means a tree that has:
  - a height of more than 5 metres above ground level; and
  - a trunk circumference of more than 0.5 m (or 16cm diameter), measured at 1.4 metres above ground level; and
  - a canopy diameter of at least 4 metres;
- boundary canopy tree means a canopy tree if any part of its trunk is within:
  - 6 metres of the narrowest street frontage of a lot; or
  - 4.5 metres of the rear boundary of a lot;
- new canopy tree means a canopy tree proposed to be planted. It must be a species and type that will, at maturity, have:
  - an expected height of at least 6 metres above ground level; and
  - an expected canopy diameter of at least 4 metres

6.0 DESCRIPTORS

AUSTRALIAN STANDARD 4970-2025 PROTECTION OF TREES ON DEVELOPMENT SITES.

In accordance with Australian Standard 4970-2025 Protection of trees on development sites (AS 4970), a Notional Root Zone (NRZ) must be calculated and established around trees proposed to be retained within or immediately surrounding development sites. A NRZ is calculated by multiplying the Diameter at Standard Height (DSH) by 12. The tree's Structural Root Zone (SRZ) only needs to be calculated when major encroachment into a NRZ is proposed. The SRZ is measured by measuring the diameter above the root buttress and using the formula provided in AS 4970.

Following the determination of a NRZ, a Tree Protection Zone (TPZ) may need to be physically established during construction of the proposed works, depending on the extent of encroachment into the tree's root area. Activities restricted within the TPZ include xcavation, storage, parking of vehicles and plant, dumping of waste, placement of fill and physical damage to the tree.

Where encroachment is ≤10% of the NRZ with no SRZ intrusion, it is deemed to be a minor encroachment, provided there have been no other known recent NRZ encroachments. Where NRZ encroachment is between 11-20% with no SRZ intrusion, the impacts must be reviewed by a project arborist and undertake any other necessary investigation required to demonstrate the tree will remain viable. An NRZ encroachment >20% and/or SRZ intrusion is deemed a major encroachment. The project arborist must demonstrate that the tree(s) would remain viable. This may require root investigation by non-destructive methods, soil analysis, review of historical records and consideration of relevant factors such as tree health, vigour, stability and species sensitivity.

NOTIONAL ROOT ZONE

- In the 2009 version of AS 4970, the Diameter at Breast Height (DBH) was used to calculate the Tree Protection Zone (TPZ). In the updated 2025 standard, the terminology has changed, but the method remains consistent.
- The Diameter at Standard Height (DSH) that has been introduced in the 2025 version, is identical in measurement location and meaning to the former DBH—it is the trunk diameter measured at 1.4 m above ground level.
- The 2025 standard introduces the Notional Root Zone (NRZ), which is calculated using the same principle as the Tree Protection Zone (TPZ) in the 2009 standard.:
- DSH × 12 = NRZ radius

TREE PROTECTION ZONES (TPZ)

- Under the 2025 standard, the Tree Protection Zone (TPZ) now serves a completely revised purpose compared to the 2009 version.
- Its new role is to provide a balance between protecting trees on development sites and justifying encroachments into the Notional Root Zone (NRZ).
- The TPZ perimeter provides a recommended location for tree protection fencing, which should be installed as close to the TPZ line as is reasonably practical on site, accounting for access, space constraints, and construction requirements.
- Encroachments into the TPZ are no longer calculated under the 2025 standard. Only encroachments into the NRZ are formally assessed and quantified.
- The TPZ is not required in Preliminary Arboricultural Reports. It is only required in Arboricultural Impact Assessments, Tree Protection Specification reports and Tree Protection Plans.

STRUCTURAL ROOT ZONE (SRZ)

- The area required for tree stability. The SRZ is typically calculated when a major encroachment into a TPZ is proposed.

Taxon:	Botanical name of tree.
Common Name:	Accepted common name of taxon Sources for Taxon and Common Names: Flora of Victoria online (https://vicflora.rbg.vic.gov.au/) *Horticultural Flora of South-Eastern Australia* (Vols. 1-5)
Origin:	
Indigenous	Naturally occurring taxon within locale. Considered Native under planning scheme provisions
Victoria	Naturally occurring taxon within Victoria. Considered Native under planning scheme provisions
Australia	Australian native. Occurs naturally within Australia, but outside Victoria.
Exotic.	Introduced taxon to Australia.
DSH:	Diameter at standard height (1.4m), in centimetres.
DAB:	Diameter of trunk immediately above root buttress, in centimetres.
Height:	Estimated height of tree, in metres.
Width:	Estimated width of tree, in metres.
Form	Shape of tree crown
Age	
Juvenile:	Young, recently planted tree.
Semi-mature:	Tree is developing and established.
Mature:	Specimen has reached expected size in current situation, limited extension growth.
Over-mature:	Specimen entering stage of decline, declining health.
Senescent	Tree is in advancing decline.
Health	
Good:	Optimal vigour for this taxon. Crown full with good density, foliage entire, with good colour, minimal or no pathogen damage. Good growth indicators, e.g. extension growth. No or minimal canopy dieback. Good wound-wood and callus formation.
Fair:	Tree is exhibiting one or more of the following: Tree has <30% deadwood. Or can have minor canopy dieback. Foliage generally with good colour, some discolouration may be present, minor pathogen damage present. Typical growth indicators, e.g. extension growth, leaf size, canopy density for species in location may be slightly abnormal.
Poor:	Tree has >30% deadwood. Canopy dieback present. Discoloured or distorted leaves and/or excessive epicormic re-growth. Pathogen is present and/or stress symptoms that could lead to or are contributing to the decline of tree.
Dead:	Tree is dead.
Vigour	The ability of a tree to sustain its life processes and is synonymous with the term “Health”.
Structure	
Good:	Optimal structure for this taxon. Sound branch attachment and/or no minor structural defects. Trunk and scaffold branches sound or only minor damage. Good trunk and scaffold branch taper. No branch over extension. No damage to structural roots, good buttressing present. No obvious root pests or diseases.
Fair:	Some minor structural defects and/or minimal damage to trunk. Bark missing. Cavities could be present. Minimal or no damage to structural roots. Typical structure for species.
Poor:	Major structural defects and/or trunk damaged and/or missing bark. Large cavities and/or girdling or damaged roots that are problematic.
Useful Life Expectancy (ULE)	
	The length of time a tree can be maintained as a useful amenity specimen. Contingent on a number of factors including expected life-span of the taxon, health and structure, pest, and diseases, weed status.
Arboricultural Value	

PRELIMINARY TREE DATA SURVEY 33 CHERRY LN, GISBORNE

None	Tree with severe health and/or structural defects that cannot be rectified through reasonably practicable Arboricultural works; Tree may be inter dependent with surrounding trees and will be unable to be retained once adjacent shelter trees are removed; The tree is classed as a noxious or environmental weed species and is detrimental to the environment.
Low	A tree that offers little in terms of contributing to the of the future landscape for reasons of poor health, structural condition, and/or species suitability, including propensity to weediness; A tree that is not significant due to its size and/or age and can be easily replaced; Tree with a ULE of under 10 years; Trees classed as having a low retention value may be able to be retained in the mid to short term if they do not require a disproportionate expenditure of resources (i.e. design modification).
Medium	A tree with some attributes that may benefit the site in relation to botanical, horticultural, historical, or local significance but may be limited to some degree by their current health condition or future growth in relation to existing or future site conditions and/or immediate/future maintenance requirements. The tree is likely to tolerate changes in its environment and will respond to arboricultural treatments. Trees classed as having a moderate arboricultural value should be considered for retention if reasonably practicable. Arboricultural works may be required but should remain within reasonable limits. Tree may have a ULE of over 10 years if managed appropriately.
High	A tree in good overall condition that has the potential to positively contribute to the landscape in the long-term if appropriately managed. Species is suited to its existing site conditions and can tolerate certain changes in its environment. Ideally, trees with a high retention value should be retained and incorporated into any development plans.

*Note irrespective of the assigned Arboricultural Value, off-site trees require retention and protection unless their removal is negotiated with the tree's owner.

7.0 CONSTRAINTS

7.1.1 Tree Assessment is based on external visual examination from ground level only. No internal decay diagnostic equipment was used, no excavation of the root plate undertaken, and no samples removed for further analysis unless otherwise stated.

7.1.2 Risk Assessment is provided only as an estimation of the potential of the tree(s) listed in this report as to their probability to cause damage to people and / or property and cannot be considered to constitute a prediction of future events.

7.1.3 Recommendations contained in this report are based on the measurements and observations prevalent at the time of inspection. Future changes or site development may render this report and recommendation invalid.

7.1.4 Care has been taken to obtain all information from reliable sources. All data has been verified in so far as possible, however, Treespace Solutions Pty Ltd can neither guarantee nor be responsible for the accuracy of the information provided by third parties.

7.1.5 Any legal description, titles and ownership of any property provided to the Consulting Arborist are assumed to be correct. No responsibility is assumed for matters legal in character.

7.1.6 Maps, diagrams, and photographs in this report are included as visual aids. They cannot be considered to be to scale and are not intended to be used to locate trees or in the place of structural and / or architectural plans.

7.1.7 Loss or alteration of any part of this report invalidates the entire report.

7.1.8 Possession of this report or a copy thereof does not imply right of publication or use for any purpose by anyone but the person to whom it was commissioned by, without the prior written consent of Treespace Solutions Pty Ltd.

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Stormwater Management Plan

DATE:	19/06/2026
JOB NUMBER:	S#262572
PROPOSED:	Multi-Unit Development
SITE ADDRESS:	No. 33 Cherry Lane Gisborne VIC 3437
CLIENT:	Three Thirds Group
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Document Revision History

Date	Rev	Author	Comments
19/06/2026	A	Dean Bradley	First Edition

1 Stormwater Management Framework

Stormwater management for the proposed development has been assessed in accordance with the objectives of Clause 55.05-1 Permeability and Stormwater Management of the Victorian Planning Provisions.

This clause seeks to reduce the impacts of increased stormwater runoff on downstream drainage systems and waterways, facilitate on-site infiltration and retention of stormwater, encourage stormwater reuse, and contribute to urban cooling outcomes.

Standard B5-1 requires developments to incorporate stormwater management systems that achieve best practice quantitative performance objectives for stormwater quality as outlined in the Urban Stormwater Management Guidance (EPA Publication 1739.1, 2021). These objectives include reductions in mean annual pollutant loads for:

- Total Suspended Solids (TSS) – 80%
- Total Phosphorus (TP) – 45%
- Total Nitrogen (TN) – 45%
- Litter – 70%

The planning scheme notes that compliance with these objectives may be demonstrated through recognised stormwater assessment tools such as STORM, MUSIC, or other equivalent tools accepted by the responsible authority.

1.1 Risk-Based Environmental Framework

Stormwater management must also be considered in the context of the risk-based environmental framework established under the Environment Protection Act 2017. Under the General Environmental Duty (GED), designers must minimise risks of harm to human health and the environment from pollution so far as reasonably practicable.

In assessing stormwater management responses, consideration should be given to:

- The stormwater flow volumes and pollutant loads generated by the development
- The environmental values and sensitivity of receiving waterways
- Site characteristics such as soil conditions and existing site coverage
- The increase in impervious surfaces and associated stormwater hazards
- Stormwater controls implemented to minimise risk, including Water Sensitive Urban Design (WSUD) measures
- Whether all reasonably practicable responses have been adopted to reduce stormwater impacts

This framework supports a risk-based approach to stormwater management that considers the scale and characteristics of the development.

1.2 Application of BlueFactor / STORM for Small-Scale Developments

Simplified stormwater assessment tools such as STORM and BlueFactor have been developed to support stormwater management assessment for small-scale developments.

BlueFactor guidance notes that, like STORM, the tool is intended as a simple and accessible assessment method for small-scale developments generally less than one hectare in size, where the risk of stormwater pollution is relatively low. These developments typically include residential infill and simple commercial developments that do not contain public roads.

For these development types, simplified modelling approaches may be appropriate where the hazard presented by sediment and litter pollutant loads is relatively low. Where greater modelling accuracy, flexibility, or assessment of complex treatment systems is required, MUSIC modelling should be adopted.

1.3 Sediment Generation in Urban Catchments

Industry guidance recognises that a significant proportion of sediment generation within urban environments occurs during the construction phase of development. Once construction activities are complete, the primary sources of sediment within urban catchments are typically associated with public road networks, high traffic areas, exposed soils, and waterway erosion.

Small-scale residential and commercial infill developments generally contribute relatively minor ongoing sediment loads once established. As a result, these developments are considered to present a comparatively low sediment hazard following construction.

Accordingly, simplified assessment tools such as STORM or BlueFactor may be used to demonstrate a reasonable and practicable stormwater management response for these development types.

1.4 Construction Phase Sediment Management

While post-construction sediment loads from small developments are typically low, construction activities represent a period of elevated sediment generation risk. For this reason, appropriate erosion and sediment control measures must be implemented during construction.

These controls are typically required through planning permit conditions and construction management plans and ensure that sediment export from the site is minimised during earthworks and building activities.

1.5 Approach Adopted for This Assessment

In accordance with the above framework, stormwater management for the proposed development has been assessed using the MUSIC stormwater assessment tool to evaluate compliance with relevant stormwater quality objectives.

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2 Site Assessment

The development site is 4451m². 8 double storey townhouse & 2 single storey townhouses are proposed for the site. The units will have up to five bedrooms each. The table below demonstrates a breakdown of surface types within the site. Rainwater tanks will be used to treat all roof area.

Surface Type	Area (m²)	Surface Type (Pervious/Impervious)
Unit 1 Roof to Rainwater Tank (3,000L MIN.)	267	Impervious
Unit 2 Roof to Rainwater Tank (3,000L MIN.)	245	Impervious
Unit 1 Roof to Rainwater Tank (3,000L MIN.)	245	Impervious
Unit 2 Roof to Rainwater Tank (3,000L MIN.)	245	Impervious
Unit 1 Roof to Rainwater Tank (3,000L MIN.)	228	Impervious
Unit 2 Roof to Rainwater Tank (3,000L MIN.)	267	Impervious
Unit 1 Roof to Rainwater Tank (3,000L MIN.)	192	Impervious
Unit 2 Roof to Rainwater Tank (3,000L MIN.)	245	Impervious
Unit 1 Roof to Rainwater Tank (3,000L MIN.)	245	Impervious
Unit 2 Roof to Rainwater Tank (3,000L MIN.)	230	Impervious
Shared Driveway	660	Impervious
Landscaping Area (all units)	1382	Pervious
TOTAL	**4451m²**	

Stormwater runoff from the site will be treated through a combination of WSUD measures, which include rainwater tanks, filters and other passive treatment measures as appropriate to the site constraints and development scale.

3,000L min. capacity rainwater tanks are used for each unit to treat the rainwater collected from all roof catchment areas. Rainwater will be used for toilet flushing, laundry, irrigation or water tap re-use.

Tank capacity shown for re-use purposes only. True tank capacity to be determined upon full civil engineering design, dependent on detention requirements.

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3 MUSIC Model Information

Unit No.	Roof Area	Bedrooms	Toilets	Water Re-use L/day
1	267	5	5	310
2	245	3	2	186
3	245	4	4	248
4	245	4	4	248
5	228	4	4	248
6	267	5	5	310
7	192	2	2	124
8	245	4	4	248
9	245	4	4	248
10	230	4	3	248

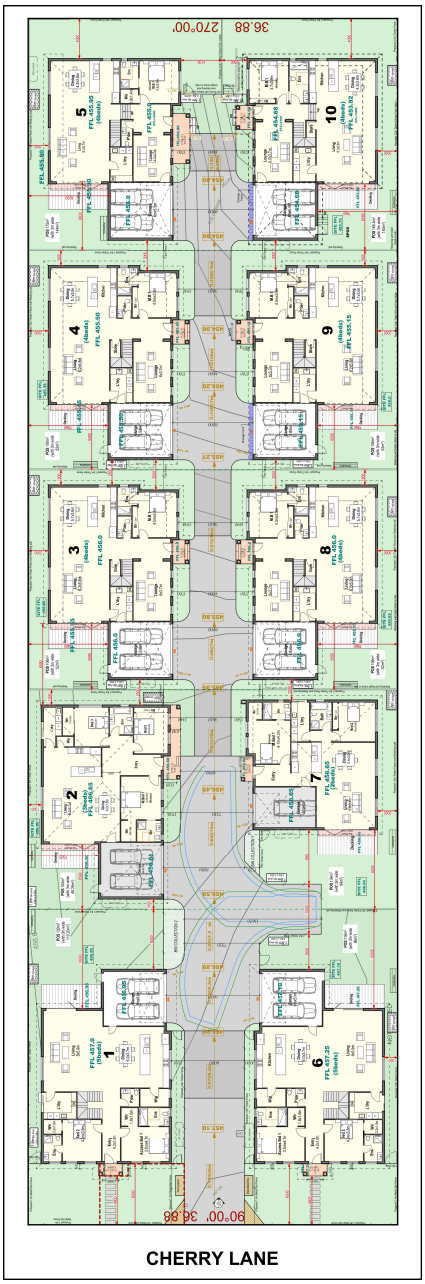


Figure 1. Site Plan

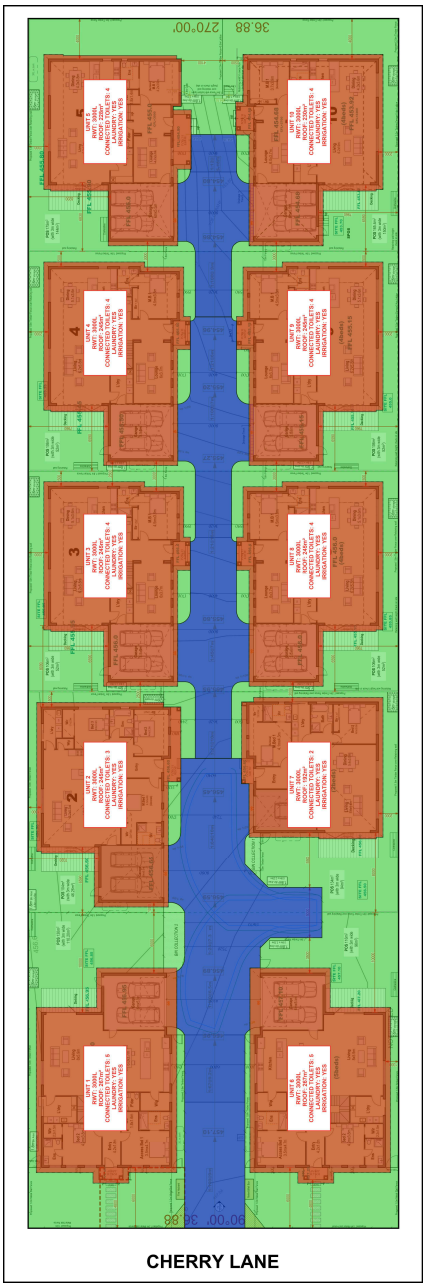


Figure 2. MUSIC Model Catchment Overview

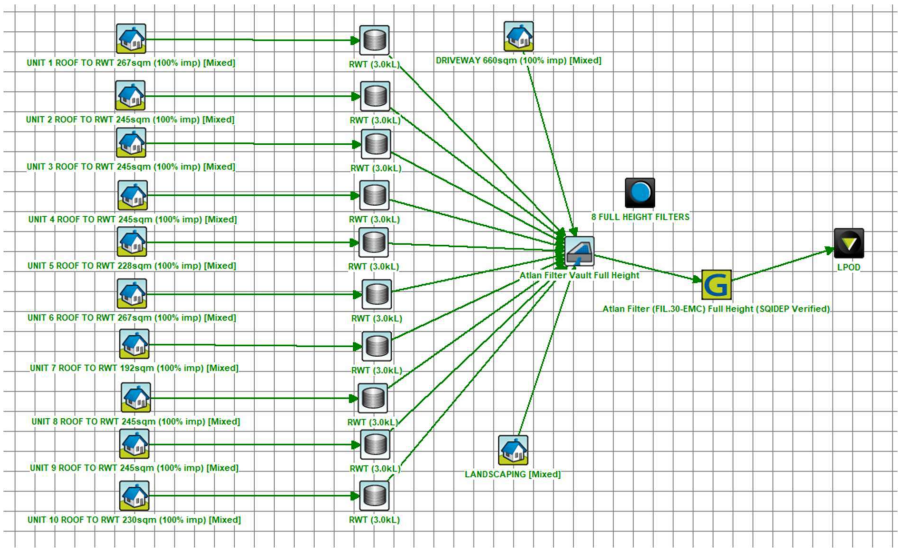


Figure 4. MUSIC Model

Treatment Train Effectiveness - LPOD

	Sources	Residual Load	% Reduction
Flow (ML/yr)	5.25	4.59	12.7
Total Suspended Solids (kg/yr)	752	111	85.3
Total Phosphorus (kg/yr)	1.66	0.401	75.8
Total Nitrogen (kg/yr)	13.8	5.07	63.4
Gross Pollutants (kg/yr)	178	0	100

Figure 5. MUSIC Results

4 Interpretation of Stormwater Modelling Results

The stormwater quality performance of the proposed development has been assessed using the BlueFactor stormwater assessment tool. The modelling evaluates the extent to which the development incorporates stormwater management measures capable of achieving the best practice pollutant load reduction objectives outlined in the Urban Stormwater Management Guidance (EPA Publication 1739.1, 2021).

The BlueFactor results demonstrate the relative performance of the proposed stormwater management measures in reducing pollutant loads generated by the development, including total suspended solids (TSS), total phosphorus (TP), total nitrogen (TN) and litter.

For small-scale infill developments such as the proposed development, simplified assessment tools including BlueFactor and STORM are commonly used to demonstrate a reasonable and practicable stormwater management response. These tools have been specifically developed for developments where stormwater pollution risks are relatively low and where the scale of development does not warrant more complex stormwater quality modelling.

It is recognised that small residential infill developments typically generate relatively low ongoing sediment loads once construction is complete, with the majority of sediment generation in urban catchments associated with construction activities and public road networks. Accordingly, simplified assessment tools such as BlueFactor provide a practical method for demonstrating that stormwater quality considerations have been addressed for developments of this scale.

The modelling results reflect the stormwater management measures incorporated within the development design, including rainwater reuse, permeable areas and the routing of stormwater runoff through landscaped surfaces where practicable.

The stormwater management measures adopted for the development are outlined in the Stormwater Management Measures below.

5 Stormwater Management Measures

Stormwater management for the proposed development incorporates a combination of site design responses and Water Sensitive Urban Design (WSUD) measures to minimise stormwater runoff impacts and improve stormwater quality prior to discharge to the legal point of discharge.

The proposed stormwater management approach has been developed having regard to the objectives of Clause 55.05-1 Permeability and Stormwater Management and the best practice stormwater quality performance objectives outlined in the Urban Stormwater Management Guidance (EPA Publication 1739.1, 2021).

The following stormwater management measures are proposed for the development.

5.1 Pervious Surfaces and Infiltration

The development maintains a proportion of permeable surface areas across the site to facilitate stormwater infiltration and reduce the volume of runoff entering the drainage system.

Pervious areas such as landscaped garden areas assist in:

- Promoting natural infiltration of rainfall into the soil profile
- Reducing peak stormwater flows from the site
- Providing incidental stormwater treatment through soil filtration processes
- Contributing to urban cooling outcomes

5.2 Stormwater Reuse

Rainwater tanks are incorporated within the development to capture and reuse roof runoff. Rainwater tanks assist in reducing stormwater runoff volumes while also contributing to improved stormwater quality outcomes.

Captured stormwater is typically reused for non-potable purposes such as toilet flushing, laundry use and irrigation. Any overflow from the rainwater tank system is directed to the site drainage system and discharged to the legal point of discharge.

5.3 Directing Runoff to Treatment Areas

Where practicable, stormwater runoff from roof and paved areas is directed towards landscaped areas and permeable surfaces prior to entering the drainage system.

Directing runoff through vegetated areas assists in providing additional stormwater treatment through filtration, sediment capture and infiltration.

Residual flows are then conveyed through the site drainage system to the legal point of discharge.

5.4 Construction Phase Sediment and Erosion Controls

Construction activities represent a period of elevated sediment generation risk. Appropriate erosion and sediment control measures must therefore be implemented during construction to minimise sediment export from the site.

Typical controls implemented during construction may include:

- Installation of sediment fencing along site boundaries
- Stabilised site access points to minimise sediment tracking onto roads
- Protection of existing drainage pits and infrastructure
- Stockpile management and covering of exposed soils where required
- Progressive stabilisation of disturbed surfaces during construction

These measures ensure that sediment generated during construction activities is appropriately managed and prevented from entering the stormwater drainage system.

6 Maintenance OF WSUD Elements

Intrax is not responsible for the inspection and maintenance of any WSUD elements on this site.

6.1 Rainwater Tanks

This is an example schedule to guide the timing of the rainwater tank inspection and maintenance activities, which are to be completed by the maintenance contractor. This schedule outlines the average service the assets require, and any faults are to be reported to the owner.

All maintenance is to be conducted in accordance with manufactures specifications.

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Component	Key Activities	Typical Frequency	
Roof/gutters	- Check if there is leaf litter or debris in the gutters. Remove and dispose as required. - Check if there are there any tree branches overhang the roof or are likely to grow to overhang the roof. If safe and where permitted, consider pruning back any overhanging branches.	3-6 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Inlet/overflow screens	- Check screens/cover screens for deterioration or holes. Replace screens as required.	6 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Pump System	- Check if pump is working effectively. - Check for any unusual or excessive noise or sounds heard. If the pump is making an excessive noise, then this may indicate bearing failure or rubbing of internal components, contact pump manufacturer, or service person, to service.	As required & to manufacturer specifications & requirements.	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Potable mains back up device	- Check the potable mains back up switch is operating correctly. Repair or replace device.	3 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Tank volume	- Check if there are large amounts of sediment or debris sitting in the bottom of the tank, reducing the volume available in the tank to store water. - Remove sediment and dispose responsibly.	3 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Pipes and taps	- Check for leaks. Repair as needed.	3 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Overflow	- Check the overflow is clear and connected to the stormwater network - Remove blockages and/or restore connections to stormwater network.	3 months	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Supporting base	- Check for any cracks or movement. Empty the tank to reduce weight and repair any damage to base.	3 months and/or to manufacturer specifications & requirements.	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Access Covers	- Check if the access covers to the pits are closed. Secure open access covers to prevent risk of entry.	Annually	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Roof	- Check if the roof and coatings in poor condition. Investigate and resolve any apparent changes to roof condition, such as loss of material coatings. Repair any leaks as necessary.	Annually	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Signage	- Check signage at external roof water taps and any removable handle taps being properly used. Replace or repair any missing or damaged signage and fittings.	Annually	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
General Conditions	- Check if the tank water show the presence of rats, birds, frogs, lizards or other vermin or insects. Remove any infestations, identify point of entry and close vermin and insect-proof mesh. - Check if there is mosquito larvae present in the tank. Identify point of entry and close with insect-proof mesh with holes no greater than 1.6mm in diameter.	Annually	☐ Satisfactory ☐ Not Satisfactory ☐ N/A
Sludge Accumulation	- Check if there is excessive sediment build up in the tank. It is recommended that the tank be de-sludged every 2-3 years. It is recommended that this is undertaken by a professional contractor.	2-3 years	☐ Satisfactory ☐ Not Satisfactory ☐ N/A

7 Conclusion

Stormwater management for the proposed development has been assessed in accordance with the objectives of Clause 55.05-1 *Permeability and Stormwater Management* of the Victorian Planning Provisions and the best practice stormwater quality performance objectives outlined in the *Urban Stormwater Management Guidance* (EPA Publication 1739.1, 2021).

The stormwater quality performance of the development has been evaluated using the BlueFactor stormwater assessment tool, which is widely recognised as a simplified assessment method for small-scale infill developments where stormwater pollution risks are relatively low.

The modelling demonstrates that the development incorporates appropriate stormwater management measures, including rainwater reuse, permeable surfaces and the routing of stormwater runoff through landscaped areas where practicable. These measures assist in reducing stormwater runoff volumes and improving stormwater quality prior to discharge to the legal point of discharge.

In addition to the permanent stormwater management measures proposed, appropriate erosion and sediment control measures will be implemented during the construction phase to minimise sediment export from the site while works are being undertaken.

Having regard to the scale and characteristics of the development, the site context, and the stormwater management measures incorporated within the design, the proposed stormwater management response is considered appropriate and consistent with the intent of Clause 55 stormwater management objectives and current EPA stormwater management guidance.

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8 Appendix

- Melbourne Water - Rainwater Tank Fact Sheet (2 Pages)
- Atlan StormFilter Computation (2 Pages)
- MUSIC Model (File)

Rainwater Tanks



How does a rainwater tank help protect our local streams?

Stormwater Sensitive Homes

Most people install a rainwater tank primarily to harvest stormwater from their roof and conserve their mains water use. In addition to conserving water, a rainwater tank also helps treat stormwater and protect local streams from high storm flows by reducing the volume of stormwater and quantity of pollutants coming from a house block that would otherwise be delivered to the local stream.

What do I use my tank water for?

Garden irrigation, laundry and toilet flushing consume much of our home water use. In most cases these uses do not require the water to be of drinking quality standard that is provided by mains water. By plumbing your rainwater tank to your toilet or laundry and substituting these mains water needs with the rainwater harvested from your roof, you can conserve mains water whilst reducing the amount of stormwater that enters our streams.



A typical home uses approximately 250,000 litres of water each year.

MelbourneWater

Melbourne Water 131772
Melbourne Water Corporation, PO Box 4342, Melbourne Victoria 3001

Rainwater Tanks

Stormwater Sensitive Homes



Why can't I use my rainwater tank for my garden alone?

So that your tank is not too full to collect rainwater when it rains, you need to be consistently using your tank water all year round.

If tank water is used for your garden alone, your tank will remain full and unused during the winter months when your garden does not require watering. With a full tank, your capacity to capture and store the regular winter rainfall and thus benefit the local waterway is significantly reduced.

By plumbing your rainwater tank to your toilet or laundry, your tank water is used consistently all year round allowing rainfall to refill the tank more often especially in winter. This ultimately reduces the volume of stormwater that is delivered to the stream and the quantity of pollutants that are washed with it.

The Victorian Government has recognised the importance of plumbing your tank to your toilet and offers a cash rebate for the installation of connected rainwater tanks (www.dse.vic.gov.au). In addition, a 5 star energy standard has been introduced that requires a connected 2000Lt rainwater tank or solar hot water service to be installed in all new houses and apartments (class 1 and 2 buildings). (www.buildingcommission.com.au).

How do I choose a rainwater tank?

The most important thing to consider when choosing a rainwater tank is to first identify what you want from your rainwater tank. The size and type of rainwater tank you choose will vary depending on your homes water needs and the reliability you seek from your rainwater tank supply. There are a number of factors that may influence this and the following questions should be considered when planning your tank installation:

- what is the water demand of your home?
- how many people are living in your home?
- what is your intended use of rainwater?
- what reliability do you want from your tank?
- what is the total area of roof draining into your tank?
- what is average rainfall of your area?
- do you need extras like a pressure pump, the ability to top up your tank with drinking water, a backflow prevention device or a first flush device?
- are the materials used on your roof suitable to collect rainwater?
- are there physical constraints of your property that may influence the type of rainwater tank you need?

Once you know how much water you can collect and how much water you are going to use then a tank size can be selected to provide the reliability of water supply that you need.

Types of rainwater tanks

Rainwater tanks come in a variety of materials, shapes and sizes and can be incorporated into building design so they don't impact on the aesthetics of the development. They can be located above ground, underground, under the house or can even be incorporated into fences or walls.

There are three main tank systems to consider and a variety of materials to choose from. Features of these are outlined below and in the pictures above:

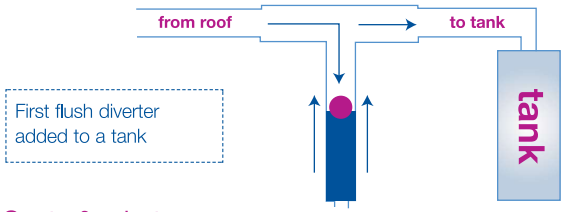
Tank systems:

Gravity Systems - rely on gravity to supply rainwater to the household and the garden by placing the tank on a stand at height.

Dual Supply Systems - top your rainwater tank with mains water when tank level is low ensuring reliable water supply.

Pressure Systems - use a pump to deliver rainwater to household and garden fixtures.

To reduce the amount of sediment and debris entering a tank, mesh screens and 'first flush diverters' can be fitted. A screen will filter large debris such as leaves and sticks while 'first flush diverters' store the 'first flush' of the rainfall that carries the sediment and other pollutants initially washed from your roof (see figure below).



Costs & rebates

Costs of installing a tank vary however a standard 2000Lt tank or bladder will cost around $1000.

Additional plumbing and/ or.....

- Above ground tanks cost approximately $250 for a 500 litre tank.
- Below ground tanks cost between $300-$600 per 1000 litres of storage
- The costs of pumps start from $200.

Additional plumbing and/or excavation costs vary on intended use, pipe layout, materials and site accessibility.

The Victorian Government offers a total rebate of $300 for the installation of a rainwater tank that is plumbed to toilet and connected by a licensed plumber. For further details refer to the Department of Sustainability and Environment website www.dse.vic.gov.au.

For more information:

Melbourne Water's Water Sensitive Urban Design Website: www.wsud.melbournewater.com.au

Municipal Association of Victoria Clearwater Program: www.clearwater.asn.au

Water Sensitive Urban Design in the Sydney Region: www.wsud.org

Urban Stormwater Best Practice Environmental Management Guidelines, Victorian Stormwater Committee, CSIRO publishing, 1999.

WSUD Engineering Procedures: Stormwater, Melbourne Water, 2005.

Delivering Water Sensitive Urban Design: Final Report of Clean Stormwater – a planning framework, ABM, 2004.

AtlanFilter
SIZING TOOL

1) OPEN LATEST ATLAN MUSIC NODE SET

INSERT ATLAN VAULT AND FILTER NODE INTO PROJECT MUSIC MODEL

DOWNLOAD LATEST MUSIC NODES



2) INPUT HEIGHT AND NO. FILTERS BELOW

Cartridge Size	Full Height (FIL-3.0)
No. Cartridges	8
Min Vault Surface Area (sqm)	8
Max Vault Surface Area (sqm)	16

3) INPUT PROPERTIES - ATLAN FILTER MUSIC NODE

PROPERTIES OF ATLANFILTER (FIL.3.0) FULL HEIGHT (SQIDEP VERIFIED)

Location: 8 / Atlan Filter (FIL-3.0)

INLET PROPERTIES

Low Flow By-pass (cubic metres per sec): 0

High Flow By-pass (cubic metres per sec): 0.024

TARGET ELEMENT

- [X] Flow (cubic metres per sec)
- [ ] Total Phosphorus (mg/L)
- [ ] Gross Pollutants (kg/ML)
- [ ] Total Nitrogen (mg/L)
- [ ] Total Suspended Solids (mg/L)

FLOW (CUBIC METRES PER SEC)

- [X] Transfer Functions
- [ ] Both
- [ ] Flow Based Capture Efficiency



4)

5)

[1]FOR BLACKTOWN CITY COUNCIL PROJECTS REFER WSUD HANDBOOK

Atlan STORMWATER

INPUT PROPERTIES - ATLAN VAULT MUSIC NODE

PROPERTIES OF ATLANFILTER VAULT FULL HEIGHT

Location	Atlan Filter Vault (FIL-3.0)
INLET PROPERTIES	
Low Flow By-pass (cubic metres per sec)	0
High Flow By-pass (cubic metres per sec)	100
STORAGE PROPERTIES	
Surface Area (Square metres)	8
Extended Detention Depth (metres)	0.85
Exfiltration Rate (mm/hr)	0
Evaporative Loss as % of PET	0
OUTLET PROPERTIES	
Low Flow Pipe Diameter (mm)	112
Overflow weir Width (metres)	2
Notional Detention Time (hrs)	82.7E-3

Atlan Filter Vault Full Height

Atlan Filter Vault Half height

*Min Vault Area

DRAWINGS, MANUALS, AND INFORMATION - LINK BELOW



DOWNLOAD BROCHURE, O&M, INSTALLATION MANUAL

atlan.com.au

Traffix Group

Waste Management Plan

Residential Development

33 Cherry Lane, Gisborne

Prepared for
Hezhuo Family Trust

June 2026

G38450R-02A (WMP)

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AS/NZS ISO 45001-2018 Occupational Health & Safety Management Systems
AS/NZS ISO 14001 Environmental Management Systems
AS/NZS ISO 9001-2016 Quality Management Systems

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Appendix A Development Plans

Appendix B Swept Path Diagrams

1. Introduction

Traffix Group has been engaged by Hezhuo Family Trust to undertake a Waste Management Plan for the Residential Development at 33 Cherry Lane, Gisborne.

This Waste Management Plan is intended to act as a guideline for the development and may be subject to the ongoing updates, post-development.

2. Proposal

The residential development comprises 10 individual townhouses of varying size. The development schedule is provided in Table 1.

Table 1: Development Schedule

Use		Current Scheme
Residential	2 bed dwelling	1 no.
	3 bed dwelling	1 no.
	4 bed dwelling	6 no.
	5 bed dwelling	2 no.
	Total	10 no.

Vehicle access to the site is provided via entry and exit accessway to Cherry Lane, located at the site's northern boundary

Bin Arrangements

All dwellings will be provided with individual bins stored within their individual titles. Specifically each dwelling is identified with a 1.8m^2 Bin Storage Area (0.8m x 2.25m). The positioning of bins within these areas ensures they are clear of garages and other open space allowances.

Collection Arrangements

Collection of bins shall occur on-siote via a private contractor. Waste collection is to be undertaken using an 8.8 medium rigid vehicle (MRV) rear loaded.

Waste collection for Dwellings 1, 2, 6, and 7 shall occur at the front of each dwelling on the relevant collection day. Bins would be placed in front of their individual garages for collection by residents as required.

Dwellings 3, 4, 5, 8, 9, and 10 will place their bins in designated temporary waste collection zones located on the internal landscaped zones (grassed or similar) between Dwellings 6 and 7 and between Dwellings 1 and 2 to facilitate safe and efficient collection by waste services. The placement of bins into this area completed by residents as required.

A copy of the development plans prepared by iDraft Architecture services is attached at Appendix A.

3. Waste Management Plan

3.1. Waste Systems

The waste management systems of the proposed development comprise of the following component:

- Immediate smaller bins within individual dwellings for temporary storage of garbage and recyclable waste prior to transferring to private Mobile Garbage Bins (MGBs), and
- Mobile garbage bins (MGB's) within the waste storage areas at individual dwellings.
- Collection of waste by private contractors on-site within designated bin collection zones or adjacent to garages of individual dwellings.

3.2. Management of Waste Streams

Waste from the dwellings shall be separated into individual waste streams.

In accordance with the Victorian Government's Circular Economy Policy *Recycling Victoria, A New Economy (February 2020)* Food Organic and Garden Organic (FOGO) and glass waste have been considered separately to reduce landfill at the source.

Accordingly, the waste generated by the development will be separated into the following waste streams:

- General Garbage Waste,
- Food and Organics/Green Waste (FOGO),
- Glass, and
- Other Commingled Recycling (inc. recyclable plastics and paper and cardboard).

Other special waste streams shall also be separated as required. The proposed management of each of the streams/systems is detailed below.

Table 2: Waste Streams

Waste Type	Waste Management
Garbage	Smaller immediate bins shall be provided within each residential dwelling. Residents will place general landfill waste in tied plastic bags and dispose of the bagged garbage directly into the garbage bins provided to them.
Recycling	Smaller immediate bins shall be provided within each residential dwelling. Residents will dispose of recyclable items directly into the recycling bin. Cardboard items shall be folded where appropriate.
FOGO	Smaller immediate bins (caddies) shall be provided within each residential dwelling. Residents will dispose of organic waste directly into the organic bin. Any bags used as part of the bins/caddies should be compostable in accordance with the relevant standards (further details provided within this WMP).

Waste Type	Waste Management
Glass	Residents will dispose of loose glass waste directly into the glass bin provided. Glass waste collected within the supplied bins is limited to household food and beverage packaging glass only (container glass). Other glass waste shall be collected and processed through hardwaste streams.
Paper & cardboard	Paper and cardboard waste generated by residents are anticipated to be low and can be accommodated within the recycling bin. Larger cardboard items that cannot be accommodated within the provided bins would be taken to local waste transfer stations directly as required.
Hard Waste	Residents will dispose of hard waste including used furniture and white goods with the assistance of the property manager or dispose them of at their nearest transfer station.
Other	Residents shall not place electric waste including batteries, phones, light globes, computers etc. into the waste bins provided. This waste shall be collected and disposed of at an appropriate Resources Recovery Facility or Waste Transfer Station. E-waste must not be disposed in landfill. Residents can dispose of any charity goods at the local op shops or charity bins.

3.3. Waste Generation

3.3.1. Overall Generation Rates

The proposed land uses have been assessed against the waste generation rates within the *Waste Management and Recycling in Multi-unit Developments, Better Practice Guide (2019)* as prepared by Sustainability Victoria (Better Practice Guide).

Table 3 sets out the expected waste generation for the Residential Development. This report conservatively adopts the rates for individual dwellings rather then considering the number of bedrooms.

Table 3: Waste Generation Rates

Waste Source	Garbage	Recycling
Individual Dwelling	120L/dwelling/week	120L/dwelling/week

3.3.2. Considering Alternative Waste Streams

Waste ratios are provided that sperate the garbage and recycling into further FOGO and glass waste streams.

The waste ratios at Table 4 below are based on Traffix Group experience on similar developments and other waste management guidelines that set out suitable guidance on the split between various waste streams.

Table 4: Alternative Waste Streams

Land Use	Garbage		Recycling	
	General	FOGO	Commingled	Glass
Individual Dwelling	65%	35%	80%	20%

Based on the preceding ratios, the development is expected to generate the following waste volumes.

Table 5: Expected Waste Generation – Splits per Stream (per dwelling)

Waste Source	Garbage		Recycling	
	General	FOGO	Commingled	Glass
Individual Dwelling	78 L	42 L	96 L	24 L
TOTAL WASTE GENERATED	**120L / week**		**120L / week**	

3.4. Waste Equipment

3.4.1. Mobile Garbage Bins

Based on the determined waste generation, Table 6 provides a summary of the nominated waste storage area provisions, number of MGBs for each dwelling and the frequency of collection.

As detailed each dwelling shall be provided with a total of 4 individual bins to be stored within the bin storage areas provided for each dwelling.

Table 6: Waste Bins and Collection Frequencies (per townhouse)

Waste Stream	Waste Volume (L/week)	Bin Capacity	No. of Bins Required	Collection Frequency
Garbage	78 L	120L	1 no.	Weekly
FOGO	42 L	120L	1 no.	Fortnightly
Recycling	96 L	240L	1 no.	Fortnightly
Glass	24 L	120L	1 no.	Once every four weeks

Further details regarding the MGBs required for each dwelling are detailed in Table 7.

Table 7: Bin Details and Colours

Waste Stream	Bin Capacity	Dimensions (H x W x D) Note 1	Bin Lid Colour Note 2	Bin Body Colour Note 2
Garbage	120L	930 x 480 x 545mm	Red	Dark Green
Recycling	240L	1,060 x 585 x 730mm	Yellow	
FOGO	120L	930 x 480 x 545mm	Light Green	
Glass	120L	930 x 480 x 545mm	Purple	

Note 1. Bin capacity and dimensions are provided as an indicative dimension, sourced from Bin Supplier, 'Sulo'.
Note 2. Bin lid and body colours are based on the bin colour scheme set out by Sustainability Victoria.

Table 8 details the waste area requirements based on the MGBs required.

Table 8: Waste Area Requirements (per dwelling)

Use	Waste Equipment	Net Area[1]	Quantity	Net Waste Storage Area Required	Waste Area Provided
Individual dwelling	120L	0.26sqm	3	0.78sqm	1.8m^2
	240L	0.43sqm	1	0.43sqm	

Note 1: Net area required is calculated from the dimensions of the bins.

Based on the above, sufficient space is provided for on-site waste storage within the individual dwelling.

3.4.2. FOGO Collection – Kitchen Caddies and Liners

Kitchen caddies for Food Organics and Garden Organics (FOGO) will not be provided by Council. These items may be supplied and managed by the nominated private waste collection service provider or alternately supplied by residents.

Residents are encouraged to place food scraps directly into the provided kitchen caddy without the use of plastic, biodegradable, or compostable liners. This is identified as the most environmentally sustainable method for the FOGO waste stream.

To maintain hygiene and mitigate odours, residents can:

- Wash or rinse the kitchen caddy after each emptying.
- Utilize the "dishwasher-safe" feature of -standard caddies for weekly deep cleaning.

- Apply a thin layer of bicarbonate soda at the base of the caddy to neutralize acidic food odours.

Where moisture control is required, residents may use small amounts of newspaper, paper towels, or unlined brown paper bags (e.g., mushroom bags) to wrap food scraps. These materials are fully compatible.

If bin liners are used, liners must be certified to AS 4736-2006 (Biodegradable plastics suitable for industrial composting). Liners must be lime green in colour and clearly display the 'Seedling Logo' to ensure compatibility with FOGO processing facilities.

General 'biodegradable' or 'oxo-degradable' bags are strictly prohibited as they do not meet Australian Standards for composability and constitute a waste stream contaminant.

Guidance for identifying appropriate FOGO caddy liners is provided in the following figure (source: https://www.monash.vic.gov.au/Waste-Sustainability/Recycling-and-Composting/Food-Waste-Collection/Lining-your-caddy).

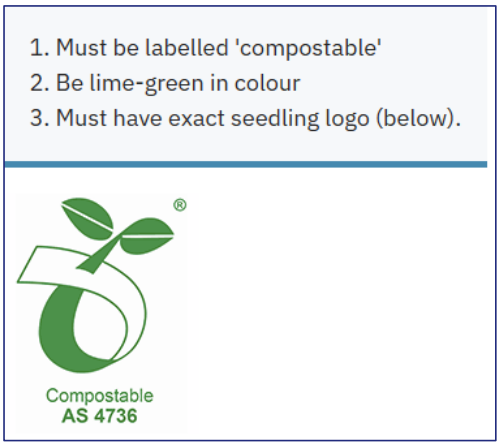


Figure 1: FOGO Caddy Liner Requirements

Suitable commercial bags commonly available are detailed as follows:

- Maze 7L compostable paper bags
- BioBag Compostable Plastic Bin Liners 8L
- Maze 9L slim compostable bags
- Cardia compostable 8L kitchen tidy bags
- Multix greener mini plant-based compostable bags

Council is not responsible for providing kitchen caddies or liners. These items shall be purchased from retailers such as Supermarkets, Bunnings, Big W, or similar stores.

3.4.3. E-waste

Many e-waste collection points are available in Victoria, and private contractors are equipped with the resources to undertake e-waste collections.

E-waste must be taken by residents to the appropriate collection centre, such as:

- Planet Ark drop-off locations
- Officeworks (for small personal e-waste)
- ALDI stores (for batteries)
- Select Bunnings stores (for batteries)

Additional e-waste recycling locations are listed at:

- www.recyclemate.com.au
- https://recyclingnearyou.com.au

3.4.4. Internal Bin Storage

Internally, a storage space shall be provided with minimum dimensions of at least 0.07m^3 and minimum depth of 250mm for the storage of waste and recycling for each dwelling. This would typically be provided within an under-bench bin system provided as part of the cabinetry of kitchen or laundry areas.

FOGO caddies shall be provided separately to this storage arrangement.

An example of a suitable storage solution (74L) that could be considered is provided in the following figure[1].



Figure 2: Internal bin storage system

3.5. Planning Scheme Design Requirements (Clause 55)

The development is subject to the requirements under Clause 55 of the Planning Scheme which apply to two or more dwellings on a lot and residential buildings.

[1] Source: Kia Ora VITA 74L (2x37L) Kitchen Bin in Dark Grey. To suit 450mm cabinet K74450 - Organise at The Storage Shop

Clause 55.05-5 details waste and recycling objectives as follows:

> *To ensure dwellings are designed to facilitate waste recycling.*
>
> *To ensure that waste and recycling facilities are accessible and are of sufficient size to manage organic and general waste, and mixed and glass recycling.*
>
> *To ensure that waste and recycling facilities are designed and managed to minimise impacts on residential amenity.*

Within this Clause, Standard B5-5 sets out the minimum requirements for bin storage areas as per the following:

> *The development includes an individual bin storage area for each dwelling, or a shared bin storage area for use by each dwelling, of at least the applicable area, depth and height specified in Table B5-5.1.*

The requirements under Table B5-5.1 for the dwellings within the development (*Individual bin storage area for a dwelling*) are detailed in the following table.

Table 9: Design Requirements for Dwellings – Clause 55.05-05

Type of bin storage area	Minimum area	Minimum depth	Minimum height
Individual bin storage area for a dwelling.	1.8m^2	0.8m	1.8m

The bin storage areas provided for each dwellings accord with the above requirements.

Other requirements to be met include:

> *Each dwelling includes an internal waste and recycling storage space of at least 0.07 cubic metres with a minimum depth of 250 millimetres.*

Internal waste and storage space shall be provided within kitchen areas via the use of cupboard bins or similar. The spatial requirements shall be met

3.6. Waste Area and Access

The proposed residential townhouse development provides individual waste bins for each dwelling. Bins are always stored within each dwelling except on collection days, when they are temporarily placed in the designated collection areas shown on the plans.

Dwellings 1, 2, 6 and 7 have collection points located directly in front of their respective dwellings, while the remaining dwellings have collection points positioned near the midway point along the internal accessway.

These waste storage areas are conveniently accessed via pedestrian links and the shared accessway.

The waste areas and bin transfer routes are illustrated at Figure 3 and Figure 4.

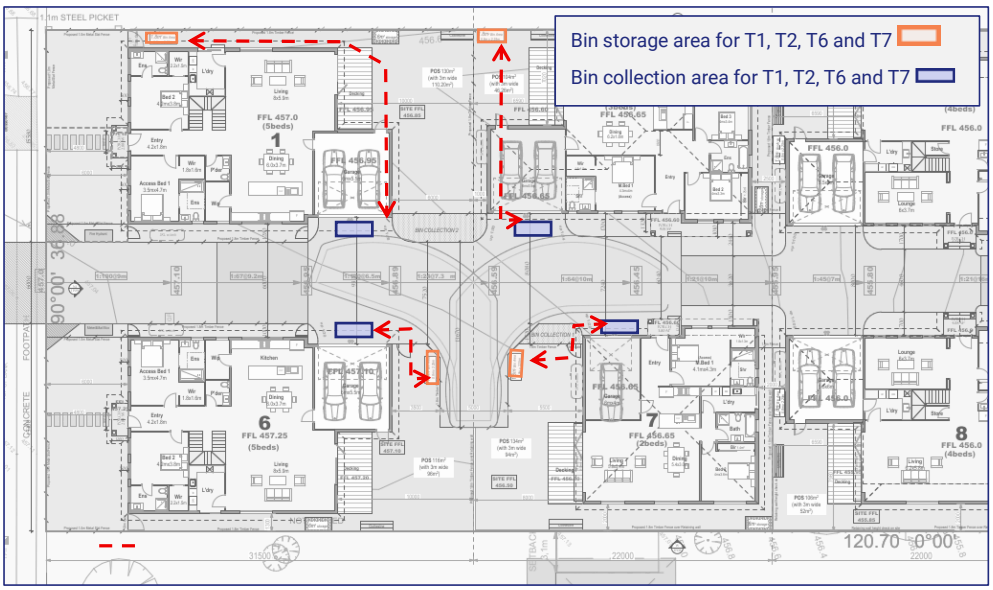


Figure 3: Proposed Waste Area & Bin transfer Route for T1, T2, T6 and T7

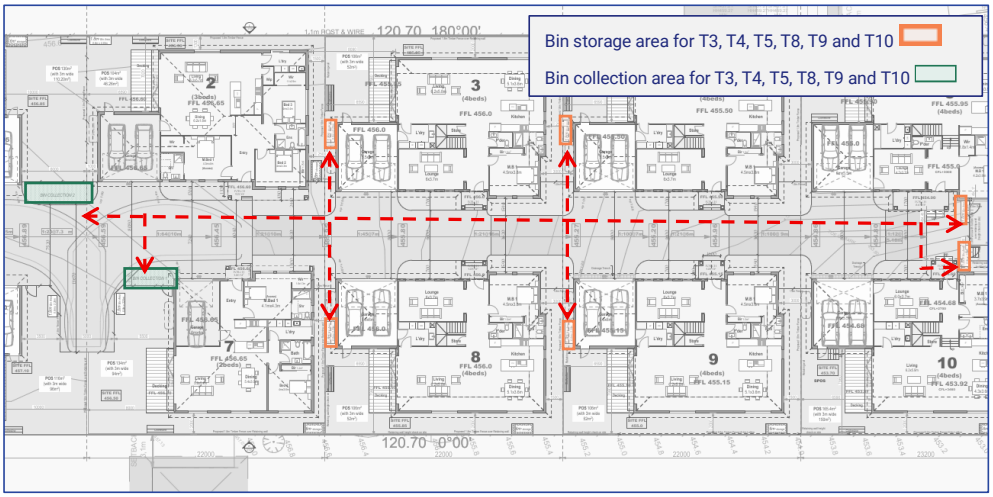


Figure 4: Proposed Waste Area & Bin transfer Route for T3, T4, T5, T8, T9 and T10

3.7. Signage

Appropriate signage in accordance with Sustainability Victoria will be displayed on the bins and within the waste area, as illustrated in Figure 5.

The signage will help guide and encourage residents of the proposed residential development to dispose of waste correctly into the appropriate waste streams.

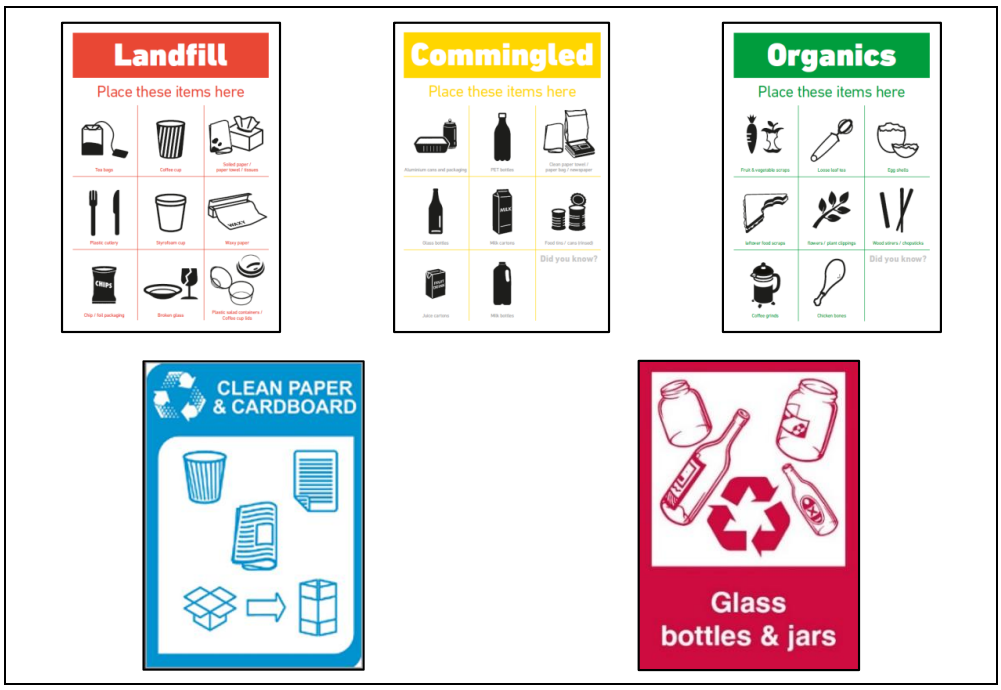


Figure 5: Waste Signage Examples

3.8. Waste Collection Arrangements and Vehicle Access

Waste collection will occur on-site with a private contractor will be engaged to collect the waste via a MRV rear load waste collection vehicle (typically 8.8m long).

The private contractor will prop temporarily within the accessway whilst the bins are emptied and exit the site in a forward direction. A suitable turn-around bay has been included to accommodate the waste collection vehicle.

Waste collection will be undertaken outside of the peak hours of the residential development to minimise disruption and ensure there is sufficient space within the carpark for the transfer of bins to and from the waste vehicle.

Residents will be responsible for bringing their bins from their respective dwellings to the designated bin collection zone on the scheduled day for collection of the relevant waste stream.

Following collection, residents will return their bins to their dwellings. This arrangement ensures that waste collection activities are efficiently managed within the site and that bins are only presented within the collection zone during the designated collection period.

Traffix Group has provided advice to the project architect in order to accommodate vehicle access of the 8.8m long mini rear loading waste vehicle within the site.

Swept path diagrams demonstrating vehicle access of the 8.8m long mini rear loading waste vehicle entering and exiting the site in a forward direction is attached at Appendix B.

4. Amenity Impacts

It is the responsibility of the residents to carry out the ongoing maintenance of all waste areas to minimise the following amenity impacts:

4.1. Ventilation/Odour Prevention

For developments using forced ventilation or air-conditioning system, adequate ventilation will be provided within the bin store areas in accordance with AS1668.2 to ensure waste-related odours are minimised.

Waste areas will be frequently cleaned to prevent the retainment of odours.

4.2. Noise Reduction

The waste facilities will comply with BCA and AS2107 acoustic requirements. Private waste collection will follow Council's and EPA guidelines to ensure acoustic impact is minimised.

Collection days and times will be determined following the confirmation of a specific private waste collection contractor by the residents. Waste collection time should comply with the EPA Noise Control Guidelines (Publication 1254):

Domestic Waste Collection

- *Collections occurring once a week will be restricted to the hours 6:00am — 6pm Monday to Saturday,*
- *Collections occurring more than once a week will be restricted to the hours 7 am — 6pm Monday to Saturday*

4.3. Vermin Prevention & Litter Management

Waste areas will be secured to prevent any unauthorised use. Waste areas will be monitored by the property manager to ensure that bins are not overfilled and any spillage resulting from waste collection is appropriately addressed. All access doors and bin lids will be kept closed at all times to prevent vermin access to the waste areas.

4.4. Washing Facilities and Stormwater Pollution

Appropriate washing facilities including water supply and hose will be provided for the regular washing of the bins and waste area by the residents. Washing facility provided will be connected to the sewerage for drainage to prevent any stormwater pollution.

5. Ongoing Maintenance & Sustainability Initiatives

5.1. Maintenance Management

Further to the occupation of the proposed development, it is the responsibility of the residents for the ongoing operation and maintenance of the Waste Management Plan.

The residents will ensure that maintenance work and upgrades are carried out on the waste areas and components of the waste system. When required, the residents will engage an appropriate contractor to conduct maintenance services, replacements, or upgrades.

All ongoing costs are to be fully met by the future occupant of the building.

5.2. Waste Reduction Strategies

The owners corporation will be responsible to encourage residents of the proposed residential development to reduce waste disposal and recycle materials based on the waste management hierarchy set out by Sustainability Victoria.

The hierarchy is detailed at Figure 6 below.

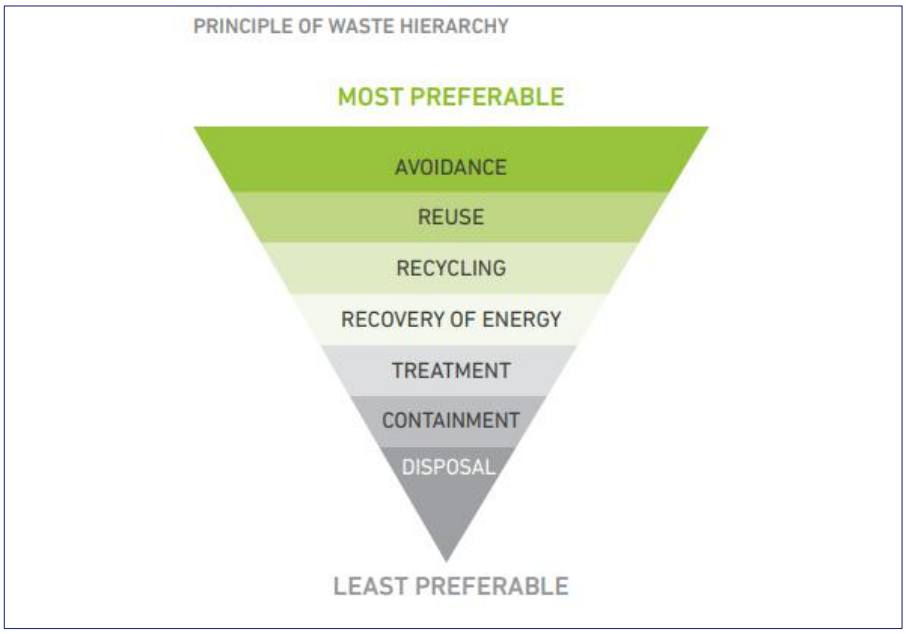


Figure 6: Sustainability Victoria's Waste Management Hierarchy

Additionally, the residents can set targets and measures to reduce garbage going to landfill and increase recycling and choose to participate in Council's waste programs to promote sustainability initiatives.

5.3. Waste Management Rules

It will be the responsibility of the residents to ensure all staff are provided with the relevant information and materials regarding the waste management system and sustainability strategies of the proposed development.

Relevant information will be provided at the waste areas to ensure that all users will operate and maintain safe practice when utilising the waste facilities.

5.4. Monitoring and Review

This Waste Management Plan should be monitored and reviewed on a regular basis to ensure that it meets the regulatory requirements and the expected waste generation rates outlined in Section 3.3. The residents will be responsible for monitoring the Waste Management Plan. Where required, the residents should undertake a waste audit to identify any modifications and/or improvements to the waste management system.

5.5. Occupational Health and Safety Risk Assessment

Further to the occupation of the residential development, the residents will ensure the waste collection arrangements comply with the relevant occupational health and safety (OH&S) guidelines including WorkSafe Victoria's *Occupational Health and Safety Guidelines for the Collection, Transport and Unloading of Non-hazardous Waste and Recyclable Materials* (June 2003).

Additionally, the residents will ensure the nominated private contractor completes a risk assessment, provides staff training and implements safety procedures to address the risks associated with waste management activities, including manual bin handling, bin transfers and cleaning of waste equipment.

6. Contact Information

Table 10 provides a list of common waste collection service contractors and waste equipment suppliers. The residents are not obligated to procure goods/services from the following suppliers and reserves the right to choose their own preferred suppliers.

Traffix Group does not make representations for the goods/services provided by the suppliers listed below.

Table 10: Supplier Contact Information

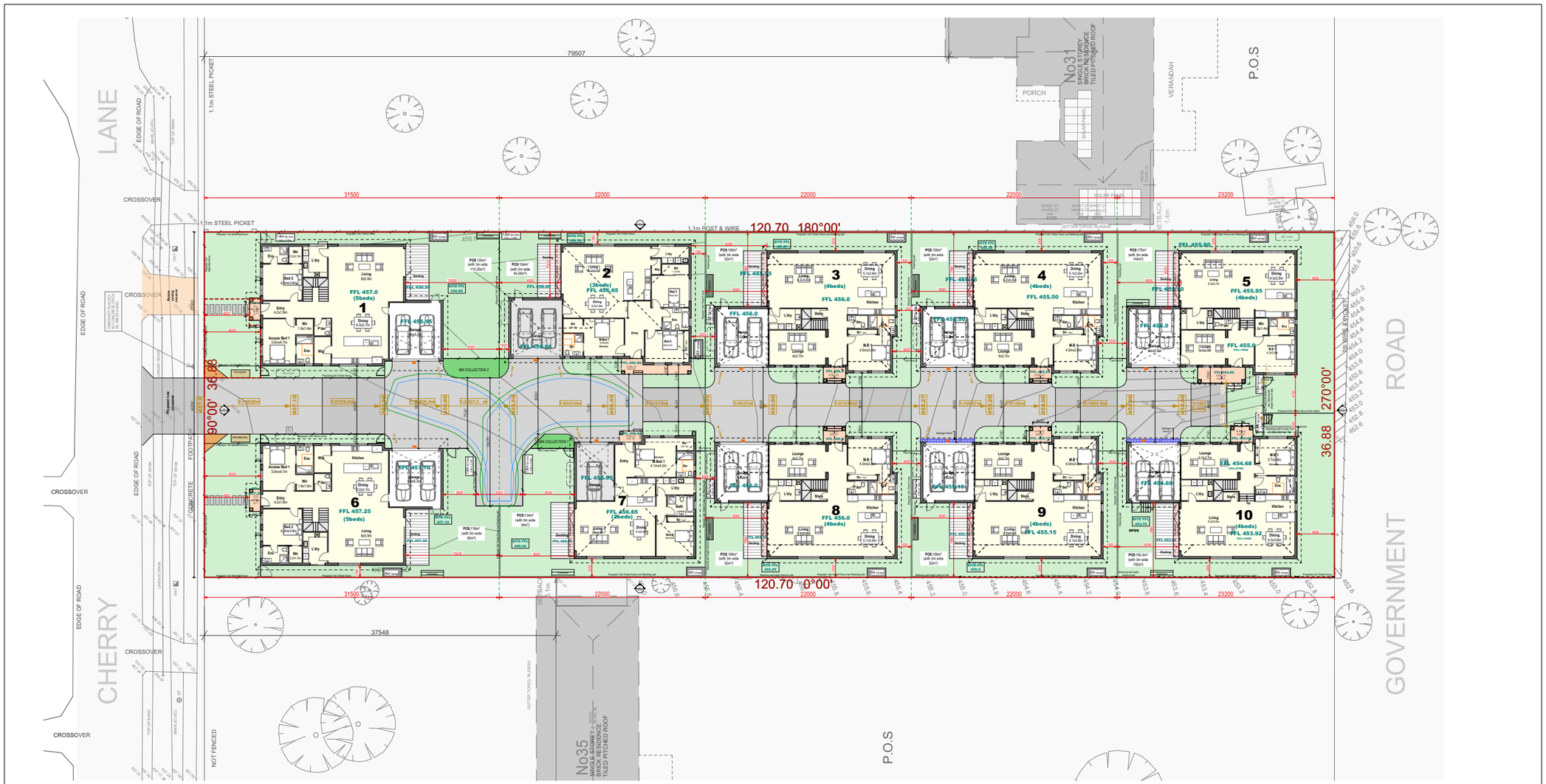
Service Type	Business Name	Phone	Website
Private Waste Collectors	Citywide Waste	03 9261 5000	www.citywide.com.au
	Cleanaway	13 13 39	www.cleanaway.com.au
	Veolia	13 29 55	www.veolia.com/anz
	JJ Richards	03 9794 5722	www.jjrichards.com.au
	Waste Wise Environmental	1300 550 408	www.wastewise.com.au
	Kartaway	1300 362 362	www.kartaway.com.au
	iDump	1300 443 867	www.idump.com.au
	Waste Ninja	1300 648 088	www.wasteninja.com.au
E-Waste Collection	TechCollect	1300 229 837	www.techcollect.com.au
Equipment Supplier	Sulo Australian (bin supplier)	03 9357 7320	www.sulo.com.au
	Mr Wheelie Bin (bin supplier)	03 9912 2850	www.mrwheeliebin.com.au
	Electrodrive (tug supplier)	1300 934 471	www.electrodrive.com.au
	Warequip (tug supplier)	1800 337 711	www.warequip.com.au
	Wastech Engineering (compactors & chutes)	1800 465 465	www.wastech.com.au
	Elephants Foot (compactors & chutes)	1300 435 374	www.elephantsfoot.com.au
	ASI JD MacDonald (chutes)	1800 023 441	www.jdmacdonald.com.au
	Eco-safe Technologies (odour control system)	1300 135 039	www.eco-safe.com.au
	The Bin Butlers	1300 788 123	www.thebinbutlers.com.au

Service Type	Business Name	Phone	Website
Bin Washing Services	WBCM Environmental Australia	1300 800 621	www.wbcm-aust.com.au
	Kerbside Clean-A-Bin	03 9588 1944	www.kerbsidecleanabin.com.au

Appendix A

Development Plans

Traffix Group G38450R-02A (WMP)



Legend

- Existing tree to be retained
- Proposed Tree
- Proposed Solar Light
- Proposed Garage Door Light

OUTDOOR SOLAR LIGHTING
OUTDOOR LIGHTING MUST BE PROVIDED, DESIGNED, BAFFLED AND LOCATED TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY TO PREVENT ANY ADVERSE EFFECT ON NEIGHBOURING LAND.
DIMENSIONS: 2"L x 2"W x 14. 25"H

GARAGE DOOR SENSOR LIGHT
20W BLACK TROOPER LED TWIN FLOOD LIGHT WITH MOTION SENSOR
DIMENSIONS: 110MMX100MM

SITE AREA	4451 m²	
SITE COVERAGE	2115.99 m²	47.54 %
SITE PERMEABILITY	1642.69 m²	36.91 %
GARDEN AREA	1631.26 m²	36.65 %
HARD SURFACE AREA	692.32 m²	

UNIT	BEDROOMS	CAR SPACE	GROUND FLOOR (m²)	PORCH (m²)	GARAGE	TOTAL GROUND (m²)	FIRST FLOOR (m²)	TOTAL UNIT AREA (m²)	POS (m²)	SPOS (m²)
1	5	2	189.48	2.88	37.50	229.86	123.93	353.79	130	110.20
2	3	2	172.29	9.15	37.20	218.64		218.64	104	46.26
3	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
4	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
5	4	2	159.66	8.67	37.20	205.53	126.17	331.70	175	144.00
6	5	2	189.48	2.88	37.50	229.86	123.93	353.79	116	96.00
7	2	1	135.10	3.00	27.41	165.51		165.51	134	94.00
8	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
9	4	2	175.37	4.08	37.20	216.65	130.53	347.18	106	52.00
10	4	2	158.71	4.08	37.20	199.99	125.92	325.91	165.4	150.00

Ground Floor Plan

Scale 1:200

Layout ID **TP05**

iDraft Architecture Service
M: 0412 918 698
E: IDRAFT001@GMAIL.COM
www.idraftdesigngroup.com.au

Project Name: 10 Units Development

Client Info: HEZHOU FAMILY TRUST

Project Address: 33 Cherry Lane Gisborne 3437

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-Report any ambiguity or discrepancy immediately to this office for clarification. If information is ambiguous, incorrect or unclear report to this office.

Drawing Status *Town planning*

Drawing Scale @A1 1:200, 1:1

DO NOT SCALE DRAWINGS, ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO SURVEY.

Drawing Name Ground Floor Plan

Revision	Date	Info
A	30/11/2025	Design with landscaping info
B	1/06/2026	RFI for planning

Layout ID **TP05**

Appendix B

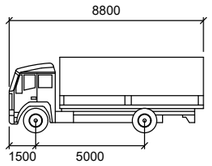
Swept Path Diagrams

Traffix Group G38450R-02A (WMP)

VEHICLE PROFILE

VEHICLE USED IN SIMULATION

(VEHICLE SPEED - 5KM/H)



MRV (AS 2890.2) mm

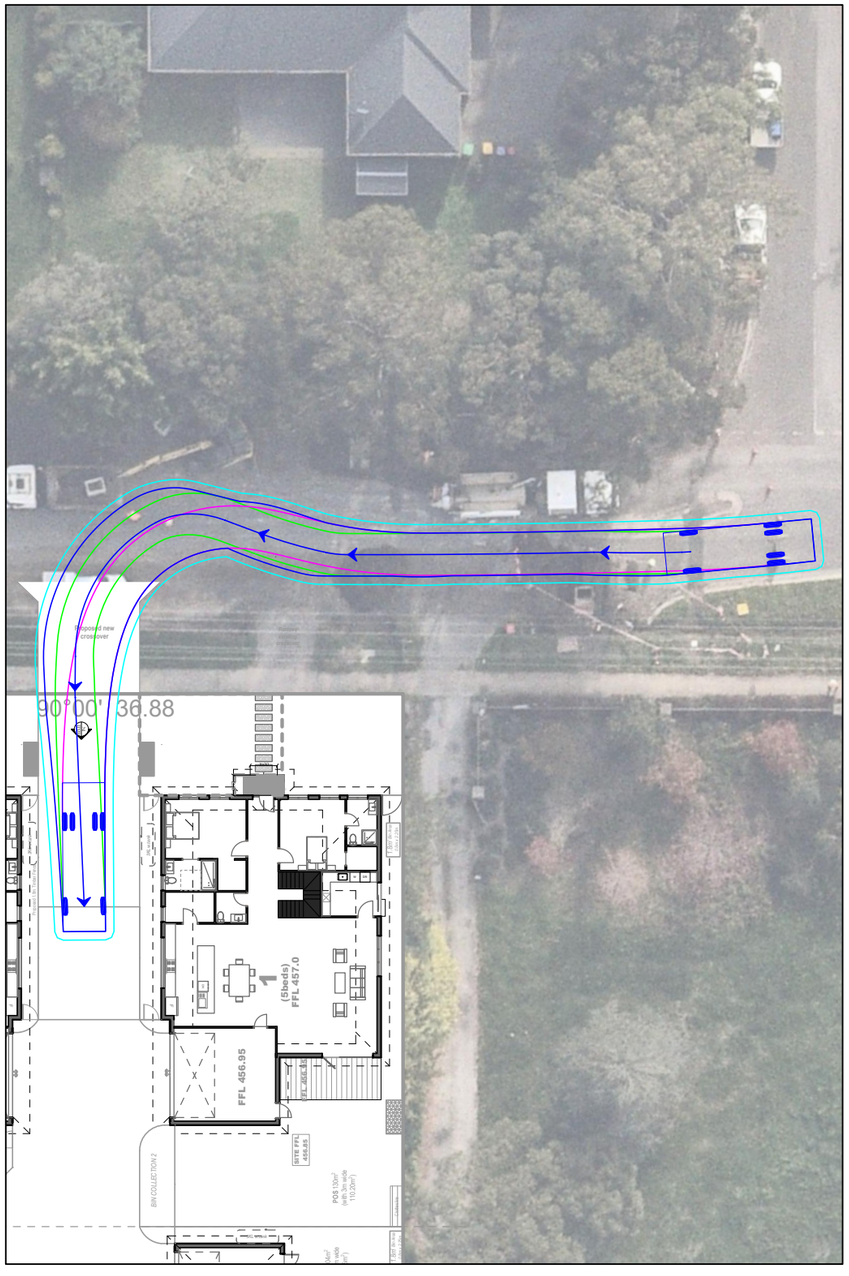
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Steering Angle	:	34.0

LEGEND

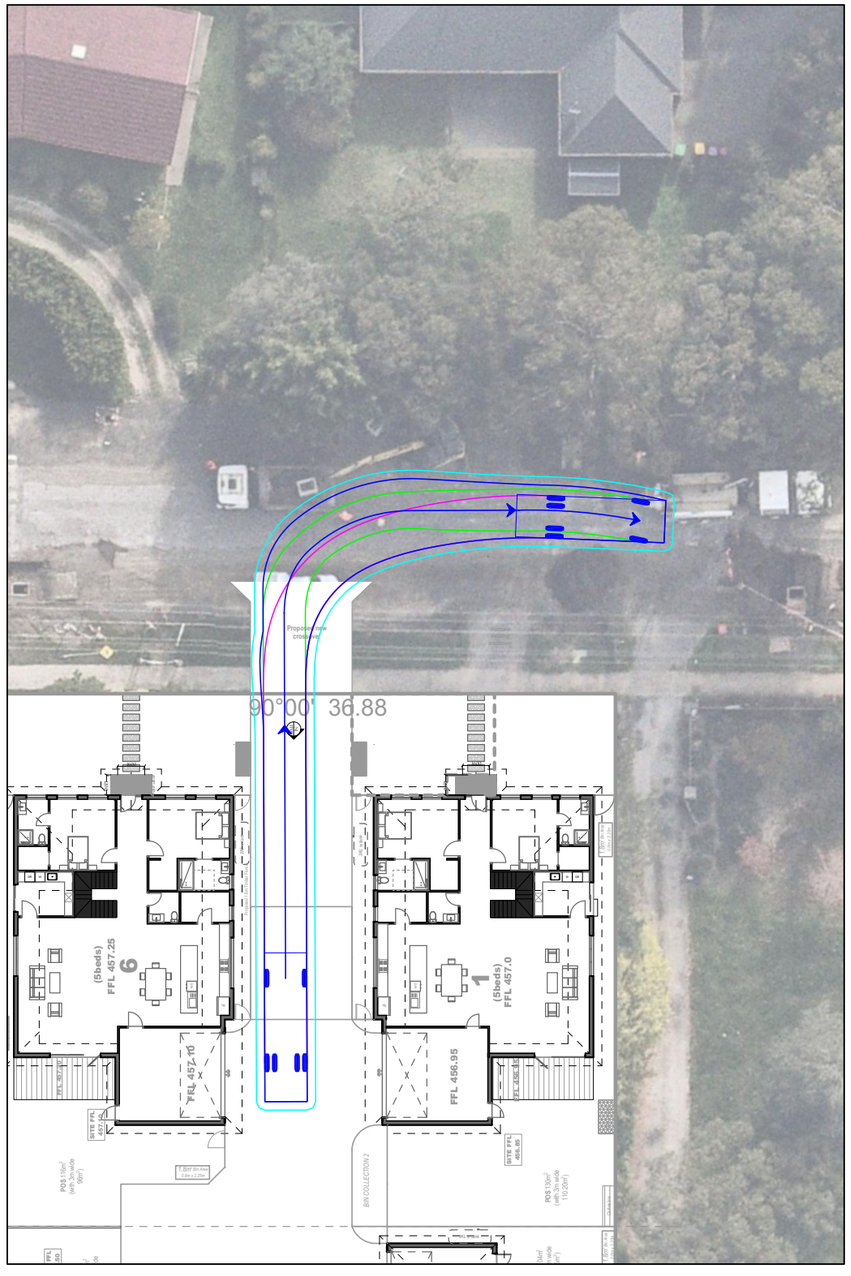
REAR WHEELS — VEHICLE BODY

FRONT WHEELS — BODY CLEARANCE

WASTE VEHICLE - SITE INGRESS



WASTE VEHICLE - SITE EGRESS



REV	DATE	NOTES	DESIGNED BY	CHECKED BY
A	09/06/2026	TOWN PLANNING	S. FAZZINO	M. O'SHEA

33 CHERRY LANE, GISBOURNE

PROPOSED RESIDENTIAL DEVELOPMENT

GENERAL NOTES:

FILE NAME: G38450-01

SHEET NO.: 01

N

SCALE: 1:300 (A3) 0 3 6

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Traffix Group

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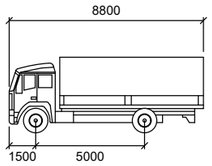
T: (03) 9822 2888

www.traffixgroup.com.au

VEHICLE PROFILE

VEHICLE USED IN SIMULATION

(VEHICLE SPEED - 5KM/H)



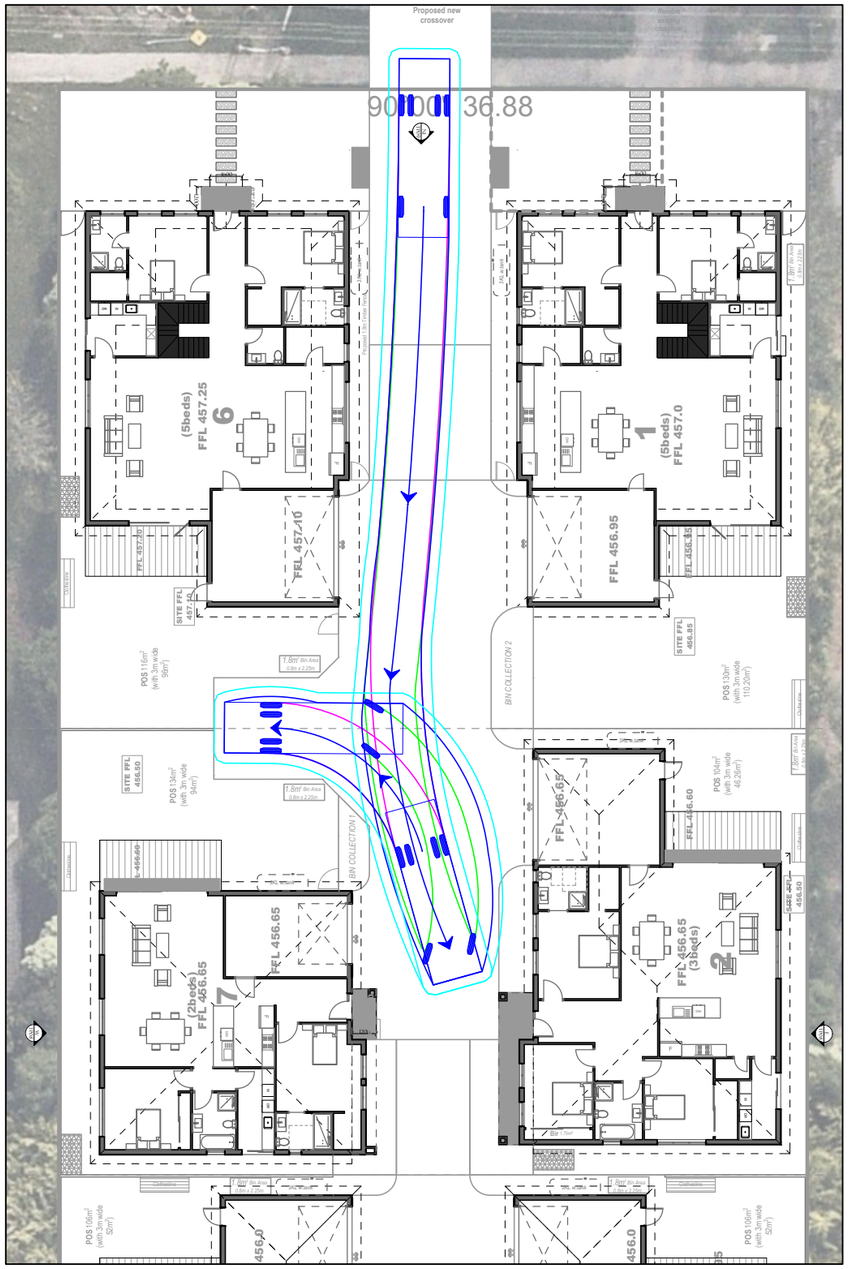
MRV (AS 2890.2)		mm
Width	:	2500
Track	:	2500
Lock to Lock Time	:	6.0
Steering Angle	:	34.0

LEGEND

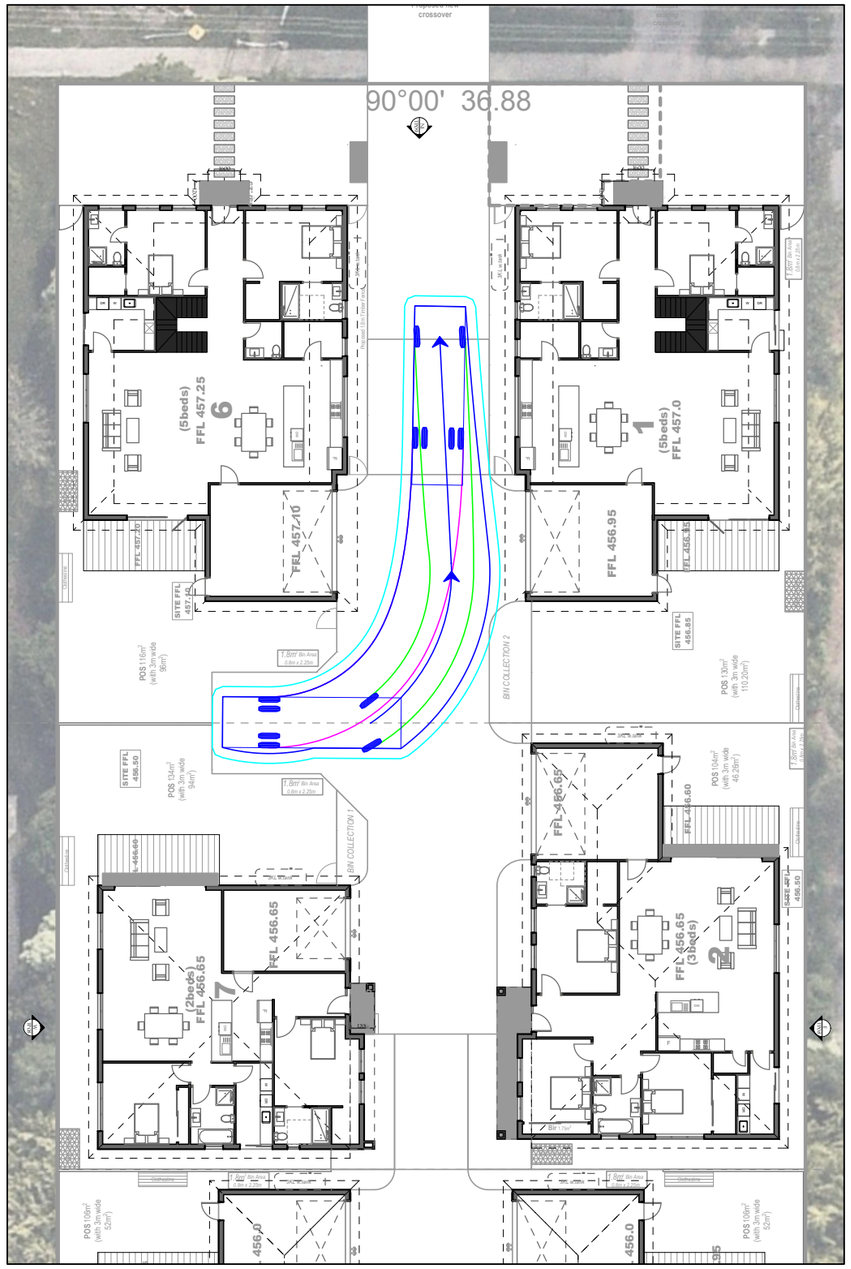
REAR WHEELS — VEHICLE BODY

FRONT WHEELS — BODY CLEARANCE

WASTE VEHICLE TURNAROUND - INGRESS



WASTE VEHICLE TURNAROUND - EGRESS



REV	DATE	NOTES	DESIGNED BY	CHECKED BY
A	09/06/2026	TOWN PLANNING	S. FAZZINO	M. O'SHEA

33 CHERRY LANE, GISBOURNE

PROPOSED RESIDENTIAL DEVELOPMENT

GENERAL NOTES:

FILE NAME: G38450-01

SHEET NO.: 02

N

SCALE: 1:250 (A3) 0 2.5 5

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Attachment 4 – Clause 55 assessment – PLN/2026/22 – 33 Cherry lane Gisborne

CLAUSE 55.02 - NEIGHBOURHOOD CHARACTER	
Standard B2-1 Street setback **(Clause 55.02-1)** *Walls of buildings are set back from streets:* • *At least the distance specified in a schedule to the zone if the distance specified in the schedule is less than the distance specified in Table B2-1; or* • *If no distance is specified in a schedule to the zone, the distance specified in Table B2-1.* *Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.*	
Is Standard fully met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**
Assessment: The subject site is not a corner allotment, and there is an existing dwelling on the abutting allotments to the east and west. The dwelling to the east of the subject site at 31 Cherry Lane has a front setback of 79.5 m. The dwelling on the west side of the subject site at 35 Cherry Lane is setback 37.5 metres from the road frontage. The proposed dwellings 1 and 6 are provided with a minimum front wall setback of 6.0 metres to the front boundary and the garage of dwelling 1 set back further at 6.45m. The front porches will encroach into the setback at 1.2m which is less than 2.5m and allowable under the standard. The front porches of Dwellings 1 and 2 will be a maximum height of between 3.575m and 3.5m which less than 3.6m height and allowable under the standard. The proposed front setbacks comply with the requirements of Standard B2-1.	
Standard B2-2 Building height **(Clause 55.02-2).** *The maximum building height does not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.* The subject site is located within the General Residential Zone and is subject to Schedule 1. There is no specified height under Schedule 1 to the General od Residential Zone however under Clause 32.08-11 of the General Residential Zone the maximum building height is specified as follows: *If no maximum building height or maximum number of storeys is specified in a schedule to this zone:* • *the building height must not exceed 11 metres; and* • *the building must contain no more than 3 storeys at any point.*	
Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

Dwelling 5 (west elevation) will have a maximum height of 10.3m from natural ground level (NGL) to the apex of the roof, which is within the 11m height limit permitted under this standard.

Accordingly, the proposal complies with Standard B2-2.

Standard B2-3 Side and rear setbacks
Clause 55.02-3

A new building not on or within 200mm of a boundary is set back from side or rear boundaries in accordance with either B2-3.1 or B2-3.2.

Standard B2-3 is met if the building is set back in accordance with either B2-3.1 or B2-3.2, rather than needing to comply with both of these provisions:

- *B2-3.1:*

  The building is set back at least 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.

Sunblinds, verandahs, porches, eaves, facias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the side and rear setbacks. Landings that have an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the side and rear setbacks.

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

The applicable standard is B2-3.1:

East elevation
At ground floor dwellings will be setback a minimum of 1.3m from the east boundary (dwelling 1) at a maximum wall height of 3.3 above NGL which exceeds the 1.0m setback required under the standard.

At first floor dwellings 1 will be setback a minimum of 2.8 metres (Dwelling 1) at a maximum wall height of 6.42m which exceeds the 1.8m setback required under the standard.

West elevation
At ground floor dwelling 6 is setback a minimum of 1.3m from the western boundary at a wall height of 3.1m which meets 1.0m setback required under the standard. Dwellings 8-10 are setback a minimum of 2.0 metres at a maximum wall height of 4.07m for dwelling 9 which meets the required 1.14m setback under the standard

At first floor dwelling 6 will be setback a minimum of 2.8m at a maximum wall height of 6.22m which meets the required 1.78m setback under the standard (noting dwelling 7 is

single storey). Dwellings 9-10 will be setback 3.475m at a maximum wall height of 7.09m which exceeds the required 2.18m setback under the standard

South elevation
At ground floor dwellings 5 and 10 will be setback a minimum of 4.0m from the southern lot boundary at ground floor wall height of 4.6m for dwelling 5 and 4.5m for dwelling 10 which exceeds the maximum 1.3m setback required under the standard

Dwelling 5 first floor will be setback 4.1m at a wall height of 7.6m which exceeds the 2.69 m setback required under the standard. Dwelling 10 first floor is setback 4.730 at a wall height of 7.69m which exceeds the 2.78m setback required under the standard

All of the proposed side and rear setbacks comply with the requirements of the standard.

Standard B2-4 Walls on boundaries
(Clause 55.02-4)

A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of a lot does not abut the boundary for a length that exceeds the greater of the following distances:

- *10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or*
- *The length of existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot.*

A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary. A building on a boundary includes a building set back up to 200mm from a boundary. The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary does not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

There are no proposed walls on boundaries.

The proposal complies with the requirements of this standard.

Standard B2-5 Site coverage
(Clause 55.02-5)

The site area covered by buildings does not exceed:
- *The maximum site coverage specified in a schedule to the zone; or*
- *If no maximum site coverage is specified in a schedule to the zone, the percentage specified in Table B2-5.*

If the maximum site coverage is specified in a schedule to a zone, it must be greater than the percentage specified in Table B2-5.

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

Table B2-5 specifies the proposal is required to have maximum site coverage of 65 per cent within the General Residential Zone.

The development will have a site coverage of 44.54% and complies with the requirements of Standard B2-5.

Standard B2-6 Access
(Clause 55.02-6)

The width of accessways or car spaces (other than to a rear lane) does not exceed:

- *33 per cent of the street frontage; or*
- *40 per cent of the street frontage if the width of the street frontage is less than 20 metres.*

The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 is not increased.

The location of a vehicle crossover or accessway does not encroach the tree protection zone of an existing tree, that is proposed to be retained in a road by more than 10 per cent

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:
The application proposes removing the existing crossover and providing a 6.0m wide central crossover and accessway to all dwelllings. The subject site frontage width is 36.88 metres. For the proposal to meet the requirements of this standard, the width of the proposed access must not exceed 33% of the street frontage. The width of the proposed crossover will be and accessways will be equivalent to 16.2% of the frontage.

The proposed access complies with the requirements of standard B2-6.

Standard B2-7 Tree canopy
(Clause 55.02-7)

Provide a minimum canopy cover as specified in Table B2-7.1

Provide at least one new or retained tree in the front setback and the rear setback.
Trees are located in either:

- *An area of deep soil as specified in Table B2-7.2; or*
- *A planter as specified in Table B2-7.2.*

Any tree required to be planted under this standard must be of species to the satisfaction of the responsible authority, having regard to the location and relevant geographic factors

Table B2-7.2 Tree type, canopy cover, deep soil and planter requirements

Tree type	Minimum canopy diameter at maturity	Minimum height at maturity	Minimum mature canopy cover	Tree in deep soil Area of deep soil	Tree in planter Volume of planter	Minimum depth of planter soil
A	4 metres	6 metres	12.6 sqm	12 square metres (min. plan dimension 2.5 metres)	12 cubic metres (min. plan dimension 2.5 metres)	0.8 metre
B	8 metres	8 metres	50.3 sqm	49 square metres (min. plan dimension 4.5 metres)	28 cubic metres (min. plan dimension 4.5 metres)	1 metre
C	12 metres	12 metres	113.1 sqm	121 square metres (min. plan dimension 6.5 metres)	64 cubic metres (min. plan dimension 6.5 metres)	1.5 metre

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

This standard requires tree canopy cover of a minimum 20% for site area which exceeds 1000m2. The subject site has a total area of 4451 sqm which requires a minimum canopy tree cover of 890.2 sqm.

The landscape plan submitted with the application proposes a canopy tree cover as follows:

- Tree type A
  4m minimum mature canopy tree diameter
  - 20 - Eleocarpus reticulatus & Malus ioensis & Callistemon salignus

  5m minimum mature canopy tree diameter
  - 2 – Allocasuarina verticilliata

  6m minimum mature canopy tree diameter
  - 8 – Acacia melanoxylon

  7m minimum mature canopy tree diameter
  - 2- Eucalyptus leucoxylon rosea
- Tree type B
  8m minimum mature canopy diameter
  - 7– Jacaranda mimosifolia

The total proposed canopy tree cover within the site would be 894.6 sqm which is equivalent to 20.1% of the site and the landscape plan demonstrates the proposed canopy tree species meet the minimum height and canopy width which complies with the standard.

A total of 914.1 sqm proposed deep soil area would be provided which complies with the 887.0 sqm required under Standard B2-7

Standard B2-8 Front fences
(Clause 55.02-8)

A front fence within 3 metres of a street is:
The maximum height specified in a schedule to the zone, or

- *If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B2-8.*

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

Table B2-8 specifies a maximum front fence height of 1.5m within 'other streets' not within a Transport 2 Zone. The proposal will include a 1.0m transparent white metal slat front fence which complies with the standard.

CLAUSE 55.03 - LIVEABILITY

Standard B3-1 Dwelling diversity
(Clause 55.03-1)
Developments include at least:

- One dwelling that contains a kitchen, bath or shower, bedroom and a toilet and wash basin at ground floor level for every 10 dwellings.
- One dwelling that includes no more and no less than 2 bedrooms for every 10 dwellings.
- One dwelling that includes no more and no less than 3 bedrooms for every 10 dwellings

Standard Met:	**Yes**
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

Each of the ten proposed dwellings would contain a kitchen, bath or shower, and at least one bedroom and a toilet and wash basin at ground floor level. One dwelling would contain only 2 bedrooms (unit 7) at ground floor and one dwelling (Unit 2) would contain only 3 bedrooms which meets the standard to provide for dwelling diversity within the development.

Units 3-5 and 8-10 would contain 4 bedrooms and dwellings 1 and 6 would contain 5 bedrooms to provide for a range of household types.

Standard B3-2 Parking location
(Clause 55.03-2)

Habitable room windows with sill heights of less than 3 metres above ground level are setback from accessways and car parks by at least:

- 1.5 metres; or
- If there is a solid fence with a height of at least 1.5 metres between the accessway or car park and the window, 1 metre; or
- 1 metre where window sills are at least 1.5 metres above ground level.

This standard is met if an accessway or relevant car parking space is used exclusively by the resident of the building with the habitable room	
Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment
This standard aims to mitigate the impact of vehicle noise and the overall amenity impact on residents within developments. Each of the dwellings is provided with a separate access. Habitable room windows of Units 2 – 5 and 7-8 adjoining the proposed accessway and car parks are setback 1.5m from the shared accessway.

Habitable room windows of Units 1 and 6 (dining and kitchen) are setback 1.280 and 1.0m respectively however are separated from the shared accessway by a 1.8m high paling fence. Whilst the fencing meets the requirements of this standard this will result in a hard edge to the driveway and loss of opportunity for landscaping to soften the hard surface of the driveway when viewed from the street frontage.

It is recommended the 1.8m high driveway fence adjacent to Units 1 and 6 be deleted and replaced with landscaping and the dining windows of unit 1 and kitchen windows of unit 6 be modified to a raised sill height at 1.5m above ground level and the 3000L water tanks adjacent to the driveway for Units 1 and 6 be relocated to the area of rear secluded private open space for each dwelling. This can be addressed under conditions of any permit to be issued.

Standard B3-3 Street integration
(Clause 55.03-3)

Where a development fronts a street, a vehicle accessway or abuts public open space:

- Passive surveillance is provided by a direct view from a balcony or a habitable room window to each street, vehicle accessway and public open space.
- The total cumulative width of all site services to be located within 3 metres of a street, do not take up more than 20 per cent of the width of the frontage and are screened from view from the street or located behind a fence. Screens or fences are to provide no more than 25 per cent transparency.

Lighting is provided to all external accessways and paths.
Mailboxes are provided for each dwelling and can be communally located.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard encourages passive surveillance and external lighting, while ensuring that site services do not dominate the development's frontage. The proposed dwellings have been designed to provide clear and functional connections for vehicles and pedestrians. The main bedroom windows of Units 1 and 6 face Cherry lane to provide passive surveillance and bedroom and habitable room windows of Units 2- 7 and 8-10 face the shared vehicle accessway.

Bollard lighting is indicated on the site plan but not locations are not shown along the vehicle accessway or site frontage This can be addressed under conditions under conditions of any permit to be issued. Notwithstanding that, the standard is still acceptably achieved.

There are no site services (bin storage etc) located within the street frontage and service meters and mailboxes are suitably located adjacent to the front accessway and do not face the street. The proposal meets the requirements of this standard.

Standard B3-4 Entry
(Clause 55.03-4)

Dwellings (other than a dwelling in or forming part of an apartment development) and residential buildings

Each dwelling and each residential building has a ground level entry door that:

- Has a direct line of sight from a street, accessway or shared walkway.
- Is not accessed through a garage.

Has an external covered area of at least 1.44 square metres with a minimum dimension of least 1.2 metres over the entry door.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard ensures that each dwelling's entrance is identifiable, sheltered, and provides a sense of address, as well as a transitional space around the entry for accessibility and usability. Each dwelling will feature a distinct and identifiable entry, easily visible from the the street frontage or the shared vehicle accessway. Covered porches will define the entries and create a sense of personal address, serving as a transitional space between the public and private realms. These architectural details enhance the visibility and legibility of each entrance. The proposal meets the requirements of this standard.

Standard B3-5 Private open space
(Clause 55.03-5)

A dwelling or residential building has private open space of an area and dimensions specified in a schedule to the zone.

If no area or dimension is specified in a schedule to the zone, a dwelling or residential building has private open space with direct access from a living area, dining area or kitchen consisting of:

- *An area of 25 square metres of secluded private open space, with a minimum dimension of 3 metres width; or*
- *A balcony with at least the area and dimensions specified in Table B3-5; or*
- *An area on a podium or similar of at least 15 square metres, with a minimum dimension of 3 metres width; or*
- *An area on a roof of at least 10 square metres, with a minimum dimension of 2 metres width.*

If the area and dimensions of the private open space or secluded private open space is specified in a schedule to the zone;

- *The area and dimensions specified in the schedule must be 25 square metres or less; and*
- *The area and dimensions specified for a podium, balcony or an area on a roof must be less than the area and dimensions specified in this standard.*

If a cooling or heating unit is located in the secluded private open space or private open space the required area is increased by 1.5 square metres.

Where ground level private open space is provided an area for clothes drying is provided.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment

This standard ensures that every new dwelling offers residents functional and sufficient ground level private open space that is easily accessible from their living areas. It requires a minimum of 25 square metres of secluded private open space for each dwelling, with a required minimum width of 3 metres. Schedule 1 does not vary these requirements.

The development proposes the following private open space areas:

Unit	POS area (sqm)	SPOS (sqm min dimension 3m)
1	130	110
2	104	46.26
3	106	52.0
4	106	52.0
5	175	144.0
6	116	96
7	134	94
8	106	52.0
9	106	52.0
10	165.4	150.0

Each dwelling provides secluded, private open space that exceeds the minimum area requirement, with a minimum width of 3.0 metres. The open space is conveniently accessed from the living area, ensuring compliance with the requirements of this standard.

Standard B3-6 Solar access to open space
(Clause 55.03-6)
The southern boundary of secluded private open space is set back from any wall on the north of the space at least (2 + 0.9h) metres, where 'h' is the height of the wall.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard applies where secluded private open space (SPOS) is located to the south of a wall, requiring a minimum setback of (2 + 0.9h) metres from any wall located to the north, where 'h' is the height of the wall.

The SPOS of Units 1 and 6 are located to the south of the dwelling.

The SPOS of Units 2-5 and 7-9 are located to the north of each dwelling setback to the northern ground floor and first floor walls of the adjacent dwelling. All walls to the north of the SPOS of each dwelling are provided with setbacks that exceed the requirement of Clause 55.03-6, ensuring compliance with the standard.

Standard B3-7 Functional layout
(Clause 55.03-7)

Bedrooms:
Meet the minimum internal room dimensions specified in Table B3-7.1; and
Provide an additional area of at least 0.8 square metres to accommodate a wardrobe

Table B3-7.1 Bedroom dimensions

Bedroom type	Minimum width	Minimum depth
Main bedroom	3 metres	3.4 metres
All other bedrooms	3 metres	3 metres

Living areas (excluding dining and kitchen areas) meet the minimum internal room dimensions specified in Table B3-7.2.

Table B3-7.2 Living area dimensions

Dwelling type	Minimum width	Minimum area
Studio and 1 bedroom dwelling	3.3 metres	10 sqm
2 or more bedroom dwelling	3.6 metres	12 sqm

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard promotes adaptable layouts that accommodate future household changes, ensuring the longevity of the housing stock. Based on Table B3-7.1 (Bedroom Dimensions), the main bedroom should have a dimension of 3 metres (width) by 3.4 metres (depth). All additional bedrooms should be dimensioned at 3 metres by 3 metres.

As per Table B3-7.2 (Living Area Dimensions), dwellings with two or more bedrooms should have a living area of a minimum area of 12 square metres and at least 3.6 metres wide.

All dwelling bedrooms are provided with minimum dimensions of 3.4 metres by 3.3 metres. Main bedrooms in each dwelling are provided with minimum dimensions of 4.2 x 3.8 metres with additional ensuites and built in robes. The submitted floor plans include dimensions that demonstrate compliance with the majority exceeding the minimum bedroom area requirements of this standard.

The living areas are generously sized, with minimum width dimensions of 5.4 metres (Unit 7) and minimum living area dimension of 31sqm (Unit 7) which exceeds the 12 sqm minimum standard. Each living area is also provided with additional open plan dining areas.

Overall, the proposed dwellings provide functional, well-proportioned living spaces that align with the intent of the standard and can meet the needs of future residents.

Standard B3-8 Room depth
(Clause 55.03-8)

The depth of a single aspect habitable room does not exceed 2.5 times the ceiling height measured from the external surface of the habitable room window to the rear wall of the room.

The depth of a single aspect, open plan, habitable room may be increased to 9 metres if all the following requirements are met:

- *The room combines the living area, dining area and kitchen; and*
- *The kitchen is located furthest from the window; and*
- *The ceiling height is at least 2.7 metres measured from finished floor level to finished ceiling level, this excludes where services are provided above the kitchen; and*
- *An overhang extends no more than 2m beyond the window of the single aspect habitable room.*

In Clause 55.03-8 a single aspect habitable room is a habitable room with windows on only one wall.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:
This standard emphasises the importance of adequate daylight quality in single-aspect habitable rooms, based on room depth and height. Quality daylight minimises the need for artificial lighting, enhancing energy efficiency and creating a more comfortable living environment.

At ground floor, Unit 6 will have a ceiling height of 2.9 metres from the finished floor level and Units 1-5 and 7-10 will have a ground floor ceiling height of 3.0m. The standard requires a maximum room depth of 7.25 metres and 7.5 metres respectively at ground floor for single aspect rooms.

However, if a single aspect room where a habitable room features an open-plan layout (combined living area, dining area, and kitchen) with a ceiling height of 2.7 metres, the room depth can be extended to 9 metres.

The open plan living and dining areas of Units 1, 3-10 are all dual aspect (two windows) and are provided with a room depth of 5.96 metres which complies with the maximum 7.4 metre room depth required the standard. Unit 2 open plan living and dining area is single aspect with a room depth of 7.59 which is less than the allowable 9 metres and complies with the standard.

All other single aspect habitable bedrooms at ground floor are provided with the a room depth of 3.6- 4.0 metres and comply with the standard.

At first floor all units will be provided with a ceiling height of 2.7 metres above finished floor level requiring a maximum room depth of 6.75 metres for all single aspect habitable rooms.

The maximum room depth of 5.5 metres will be provided for Unit 8 and 9 first floor master bedroom 2 which meets the standard.

The proposed room depths at ground floor and first floor for all dwellings meets the requirements of this standard and will allow adequate daylight into the habitable rooms. The proposal complies with the standard .

Standard B3-9 Daylight to new windows
(Clause 55.03-9)

Dwelling (other than a dwelling in or forming part of an apartment development)
A window in an external wall of the building is provided to all habitable rooms.
Habitable rooms in a dwelling have a window that faces:

- *An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot; or*
- *A verandah provided it is open for at least one third of its perimeter; or*
- *A carport provided it has two or more open sides and is open for at least one third of its perimeter.*

Dwelling in or forming part of an apartment development
A window in an external wall of the building is provided to all habitable rooms.
Where daylight to a bedroom is provided from a smaller secondary area within the bedroom, the secondary area is to have:

- *A minimum width of 1.2 metres.*
- *A maximum depth of 1.5 times the width, measured from the external surface of the window.*

A window clear to the sky.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard is a fundamental amenity standard that ensures that all new windows of habitable rooms receive adequate daylight. A window in an external wall of the building is provided to all habitable rooms. Windows have been provided with a minimum ground floor setback of 1.3 metres to the eastern lot boundary to ensure adequate daylight access to all new habitable room windows in accordance with the requirements of this standard.

The proposed setbacks comply with the standard.

Standard B3-10 Natural ventilation
(Clause 55.03-10)

Dwelling (other than a dwelling in or forming part of an apartment development)

Dwellings have openable windows, doors or other ventilation devices in external walls of the building that provide:

- *A maximum breeze path through the dwelling of 18 metres.*
- *A minimum breeze path through the dwelling of 5 metres.*
- *Ventilation openings with approximately the same size.*

The breeze path is measured between the ventilation openings on different orientations of the dwelling.

Standard Met:	Yes

Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:
This standard ensures occupants can effectively manage the natural ventilation of their dwellings to improve air quality, reduce the build-up of indoor pollutants and regulate indoor temperatures. Plans have been submitted with the application to demonstrate breeze paths and openable windows generally of the same opening size at ground floor and first floor for each dwelling. The dwellings have been provided with openable windows and doors in external walls of the building, where appropriate to enable effective cross ventilation. This is considered consistent with the requirements of this standard.

Standard B3-11 Storage
(Clause 55.03-11)
Dwelling (other than a dwelling in or forming part of an apartment development)

Each dwelling has exclusive access to at least 6 cubic metres of externally accessible storage space.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment:

This standard ensures that dwellings provide adequate, usable, and functional storage space. Each dwelling will be provided with 6 cubic metres of external storage within the area of private open space which comply with the requirements of this standard.

Standard B3-12 Accessibility for apartment developments
(Clause 55.03-12)

At least 50 per cent of dwellings in or forming part of an apartment development have:

- *A clear opening width of at least 850mm at the entrance to the dwelling and main bedroom.*
- *A clear path with a minimum width of 1.2 metres that connects the dwelling entrance to the main bedroom, an adaptable bathroom and the living area.*
- *A main bedroom with access to an adaptable bathroom.*

At least one adaptable bathroom that meets all of the requirements of either Design A or Design B specified in Table B3-12

Standard Met:	N/A
Objectives Achieved:	N/A
Decision Guidelines Met:	N/A

Assessment

This standard is not applicable as the application is not for the development of apartments

CLAUSE 55.04 – EXTERNAL AMENITY

Standard B4-1 Daylight to existing windows
(Clause 55.04-1)

Buildings opposite an existing habitable room window provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.
Walls or carports more than 3 metres in height opposite an existing habitable room window are set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.
Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal?	**No**

Assessment:

This standard ensures that all new dwellings provide adequate daylight to existing windows.

Unit 4 will be provided with a minimum ground floor setback of 2.0 metres from the eastern lot boundary opposite the adjacent dwelling habitable room windows which are setback an additional 1.4m from the common boundary with the subject site providing a total distance of 3.4m from the development at a ground floor wall height of 2.29m which complies with the 1.0 m setback required under the standard. First floor wall height of 5.4m is provided with a setback of 4.8 m (3.4m from the adjoining boundary plus 1.4 m to the adjoining dwelling habitable room windows) which complies with the 3.7 m setback required under the standard.
Whilst no habitable windows are shown on plans for the adjacent dwelling to the west, Unit 7 is sufficiently setback a minimum of 2.0 metres from the western lot boundary with the adjacent dwelling setback a further 3.1m from the subject site. The development will achieve full compliance with the standard and ensures that all adjacent habitable room windows will continue to receive adequate daylight access.

Standard B4-2 Existing north-facing windows
(Clause 55.04-2)

Where a north-facing habitable room window of a neighbouring dwelling or small second dwelling is within 3 metres of a boundary on an abutting lot:

- *A new building is to be set back from the boundary by at least 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. This setback is to be provided for a distance of at least 3 metres from the edge of each side of the window.*
- *For new buildings that meet the Standard B2-3.2 setback, the building is set back from the boundary by at least 6 metres up to a height not exceeding 11 metres and at least 9 metres for a height over 11 metres between south 30 degrees west to south 30 degrees east. This setback is to be provided for a distance of at least 3 metres from the edge of each side of the window.*

For this standard a north-facing window is a window with an axis perpendicular to its surface oriented from north 20 degrees west to north 30 degrees east.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment

There are no existing north-facing windows located within 3 metres of a boundary on an adjoining lot.

Standard B4-3 Overshadowing secluded open space
(Clause 55.04-3)

The area of secluded private open space that is not overshadowed by the new development is greater than:

- *50 per cent, or*
- *25 square metres with a minimum dimension of 3 metres,*

whichever is the lesser area, for a minimum of five hours between 9 am and 3 pm on 22 September.
If existing sunlight to the secluded private open space of an existing dwelling or small second dwelling is less than the requirements of this standard, the amount of sunlight will not be further reduced.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment
This standard protects existing secluded private open space from overshadowing by new developments. The standard requires that the area of secluded private open space that is not overshadowed by the new development is greater than 50 per cent, or 25 square metres with a minimum dimension of 3 metres, whichever is the lesser area, for a minimum of five hours between 9 am and 3 pm on 22 September.

The application is accompanied by shadow diagrams that demonstrate that the substantial areas of adjacent secluded private open space to the east and west would receive more than five hours of sunlight between 9:00 am and 3:00 pm on 22 September, with less than 50% of these areas being overshadowed. It is noted the adjoining lot has been issued a planning permit on 16 October 2024 (PLN/2022/314) for 3 lot subdivision with building envelopes approved, however no development has commenced on the lots

The extent of overshadowing by the development to the areas of secluded private space on the adjoining lots remains well within the limits specified by this standard, ensuring that adjoining properties retain adequate access to direct sunlight for the majority of the day. The proposal complies with the requirements of Standard B4-3.

Standard B4-4 Overlooking
(Clause 55.04-4)

In Clause 55.04-4 a habitable room does not include a bedroom.

A habitable room window, balcony, podium, terrace, deck or patio is located and designed to avoid direct views into the secluded private open space of an existing dwelling or small second dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views are measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.

A habitable room window, balcony, terrace, deck or patio that is located with a direct view into a habitable room window of an existing dwelling or small second dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio:

- *Is offset a minimum of 1.5 metres from the edge of one window to the edge of the other; or*
- *Has sill heights of at least 1.7 metres above floor level; or*
- *Has fixed, obscure glazing in any part of the window below 1.7 metre above floor level; or*
- *Has permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent; or*
- *Has fixed elements that prevent the direct view, such as horizontal ledges or vertical fins.*

Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.

Screens used to obscure a view are:

- *Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.*
- *Permanent, fixed and durable.*
- *Designed and coloured to blend in with the development.*

This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment

This standard protects existing habitable room windows and adjoining properties private open space from overlooking by the proposed habitable room windows of the development , ensuring privacy, security, and the overall amenity of a space for the well-being and usability of its occupants.

At ground floor overlooking from the proposed habitable room windows will be appropriately managed through the installation of 1.8 metre high boundary fences to the eastern boundary.

West facing ground floor habitable windows of units 8 and 9 and 10 would be provided with externally fitted aluminium window privacy screens (pearl white or similar) up to 1.7m

above floor level to mitigate overlooking above the proposed 1.8m high boundary fence with the adjoining lot to the west.

South facing habitable room window of unit 10 would be provided with a raised sill height of 1.7m above floor level to mitigate overlooking above the proposed 1.8m high boundary fence to the adjoining lot to the south.

Screening is not required to first floor bedroom windows

Accordingly, the proposal fully addresses overlooking concerns and complies with the requirements of this standard.

Standard B4-5 Internal views
(Clause 55.04-5)

In Clause 55.04-5 a habitable room does not include a bedroom.

Within the development, a habitable room window, balcony, terrace, deck or patio that is located with a direct view into the secluded private open space of another dwelling:

- *Is offset a minimum of 1.5 metres from the edge of the secluded private open space; or*
- *Has a sill height of at least 1.7 metres above floor level; or*
- *Has a fixed, visually obscure balustrade to at least 1.7 metre above floor level; or*
- *Has permanently fixed external screens to at least 1.7 metres above floor level; or.*
- *Has fixed elements that prevent the direct view, such as horizontal ledges or vertical fins.*

Direct views are measured at a height of 1.7 metres above floor level and within:

- *A 45 degree horizontal angle from the edge of the new window or balcony.*
- *A 45 degree angle in the downward direction.*

Screens provided for overlooking are no more than 25 per cent transparent. Screens may be openable provided that this does not allow direct views as specified in this standard.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment

This standard limits views into the secluded private open spaces and habitable room windows of dwellings and residential buildings within a development to ensure privacy. The proposed development has been designed to limit the views of the secluded private open space areas.

The secluded private open spaces are separated by a minimum of 1.8 metres high internal boundary fence above additional retaining walls to prevent overlooking and first floor bedroom windows do not require screening as these are non-habitable rooms. A Section demonstrates overlooking from the west facing first floor balcony of unit 5 will not result in internal overlooking into SPOS of Unit 10 which will be mitigated by the additional 500mm high screen extension to the 1.8m boundary fence. The proposal meets the requirements under the standard.

CLAUSE 55.05 SUSTAINABILITY

Standard B5-1 Permeability and stormwater management
(Clause 55.05-1)

The site area covered by the pervious surfaces is at least 20 percent of the site.
The development includes a stormwater management system designed to:

- *Meet the best practice quantitative performance objectives for stormwater quality specified in the Urban stormwater management guidance (EPA Publication 1739.1, 2021) of:*
- *Suspended solids 80% reduction in mean annual load.*
- *Total phosphorus and Total Nitrogen 45% reduction in mean annual load.*
- *Litter 70% reduction of mean annual load.*

Note:
A certificate generated from a stormwater assessment tool including Stormwater Treatment Objective - Relative Measurement (STORM), Model for Urban Stormwater Improvement Conceptualisation (MUSIC) or an equivalent product accepted by the responsible authority may be used to demonstrate the performance objectives for stormwater quality are met.

Direct flows of stormwater into treatment areas, garden areas, tree pits and permeable surfaces, with drainage of residual flows to the legal point of discharge.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes

Assessment

The development incorporates a 3000-litre water tank for harvesting and reuse of rainwater and proposed permeable surfaces will cover 36.25% of the site which exceeds the requirements of the standard.

A Stormwater management plan has been provided to demonstrate the development will meet the best practice quantitative performance objectives for stormwater quality specified in the Urban stormwater management guidance (EPA Publication 1739.1, 2021) and Model for Urban Stormwater Improvement Conceptualisation (MUSIC) to demonstrate the performance objectives for stormwater quality are met.

The proposal complies with Standard B5-1 subject to detailed engineering plans to demonstrate storm water detention and discharge can be appropriately managed from the site to a legal point of discharge. This will be addressed under MRSC Engineering conditions of any permit to be issued.

Standard B5-2 Overshadowing domestic solar energy systems
(Clause 55.05-2)

Any part of a new building that will reduce the sunlight at any time between 9am and 4 pm on 22 September to an existing domestic solar energy system on the roof of a building on an adjoining lot be set back from the boundary to that lot by at least 1 metre at 3.6 metres above ground level, plus 0.3 metres for every metre of building height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.
This standard applies to an existing building in a Township Zone, General Residential Zone or Neighbourhood Residential Zone.
In Clause 55.05-2 domestic solar energy system means a domestic solar energy system that existed at the date the application was lodged.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment
There is an existing domestic solar energy system located a minimum of 1.4 metres fom the subject site boundary. Shadow diagrams indicate the solar system will be overshadowed by the proposed development (unit 4) from 2pm until 4pm. Unit 4 is however provided with a 3.475m at first floor at a wall height of 5.416m which meets the required 1.544m setback under the standard

Standard B5-3 Rooftop solar energy generation area
(Clause 55.05-3)
In Clause 55.05-3 rooftop solar energy area means an area provided on the roof of a dwelling to enable the future installation of a solar energy system.

- *An area on the roof is capable of siting a rooftop solar energy area for each dwelling which:*
- *Has a minimum dimension of 1.7 metres.*
- *Has a minimum area in accordance with Table B5-3.*
- *Is oriented to the north, west or east.*
- *Is positioned on the top two thirds of a pitched roof.*
- *Can be a contiguous area or multiple smaller areas.*
- *Is free of obstructions on the roof of the dwelling within twice the height of each obstruction (H), measured horizontally (D) from the centre point of the base of the obstruction to the nearest point of the rooftop solar energy area.*

Obstructions located south of all points of the rooftop solar energy area are not subject to the horizontal distance requirements.

Table B5-3 Minimum rooftop solar energy generation area

Number of bedrooms	Minimum roof area
1 bedroom dwelling	15 square metres
2 or 3 bedroom dwelling	26 square metres
4 or more bedroom dwelling	34 square metres

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment
This standard supports the future installation of appropriately sited rooftop solar energy systems for a dwelling.

The

Unit	No bedrooms	Minimum area required (1.7m minimum dimension)	Area provided and location
1	5	34 sqm	34 sqm north and east
2	3	26 sqm	27.2 sqm north and east
3	4	34 sqm	34 sqm north and east
4	4	34 sqm	34 sqm north and east
5	4	34 sqm	34 sqm north and east
6	5	34 sqm	34 sqm north and east
7	2	26 sqm	27.2 sqm north and west
8	4	34 sqm	34 sqm north and west
9	4	34 sqm	34 sqm north and west
10	4	34 sqm	34 sqm north and west

application includes a roof plan with adequate space for the future installation of a solar energy system as indicate above in accordance with the requirements of this standard. The proposal complies with the requirements of this standard.

Standard B5-4 Solar protection to new north-facing windows
(Clause 55.05-4)

North facing windows are shaded by eaves, fixed horizontal shading devices or fixed awnings with a minimum horizontal depth of 0.25 times the window height.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment

This standard ensures that north-facing windows are designed to optimise solar access and thermal comfort. To meet the requirements of this standard, new developments must provide shading to north-facing windows to mitigate summer heat. The dwellings have some north-facing windows. Ground floor north facing windows will be provided with 500 mm wide eaves with window height of 1.931m. which comply with the required eave depth of 483mm under the standard.
First floor north facing windows will be provided with 450mm eaves with a window height of 1.314mm which comply with the required eave depth of 328 mm. Additional 600mm wide horizontal sunshades would be provided to Ground floor north facing living room windows of Units 2-5 and 7-10.
Shading of the north facing windows comply with the requirements of the standard.

Standard B5-5 Waste and recycling
(Clause 55.05-5)

Dwelling (other than a dwelling in or forming part of an apartment development)

The development includes an individual bin storage area for each dwelling, or a shared bin storage area for use by each dwelling, of at least the applicable area, depth and height specified in Table B5-5.1

Table B5-5.1 Bin storage

Type of bin storage area	Minimum area	Minimum depth	Minimum height
Individual bin storage area for a dwelling.	1.8 square metres	0.8 metre	1.8 metres
Shared bin storage area for 3 dwellings or less.	5.4 square metres	0.8 metre	1.8 metres
Shared bin storage area for 4 or more dwellings.	1 square metre per dwelling plus 4 square metres	0.8 metre	1.8 metres

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment
This standard ensures that waste and recycling facilities are accessible and are of sufficient size to manage organic and general waste, and mixed and glass recycling. It ensures that dwellings facilitate waste recycling effectively.

The proposal would provide two internal waste collection areas located along the driveway between units 1 and 2 and 6 and 7 with an internal private waste collection vehicle turning area to park and collect waste then exit the site in a forward direction to Cherry Lane.
Each of the dwellings would be provided with an individual bin storage area of 1.8 sqm with dimensions of 0.8m x 2.25m as per the requirements of this standard. The proposal complies with the requirement of this standard.

Standard B5-6 Noise impacts
(Clause 55.05-6)

Mechanical plant, including mechanical car storage and lift facilities are not located immediately adjacent to bedrooms of new or existing dwellings or small second dwellings, unless a solid barrier is in place to provide a line of sight barrier to transmission of noise and the location of all relevant bedrooms.

Standard Met:	Yes
Objectives Achieved:	Yes
Decision Guidelines Met:	Yes
Does an objector have a right of appeal ?	**No**

Assessment:

This standard minimises the impact of mechanical plant noise located within the development by ensuring the shared mechanical plant is appropriately located at ground

floor. No mechanical plant is proposed adjacent to, or in close proximity to, the bedrooms of immediately adjoining existing dwellings.

The proposal complies with the requirements of this standard.

Standard B5-7 Energy efficiency for apartment developments (Clause 55.05-7)
Dwellings in or forming part of an apartment development located in a climate zone identified in Table B5-7 do not exceed the maximum NatHERS annual cooling load.

Standard Met:	N/A
Objectives Achieved:	N/A
Decision Guidelines Met:	N/A
Does an objector have a right of appeal ?	**No**

Assessment:
This standard complements the energy efficiency provision of the National Construction Code to support energy efficiency and thermal comfort of new apartments. The standard is not applicable to the proposed development as the application is for the development of two dwellings.

Conditions to be included on Planning Permit

What the permit allows:

Planning Scheme clause no.	Description of what is allowed
Clause 32.08-7	Construction of two or more dwellings on a lot

Approved and endorsed plans – changes required

1. Before the development starts plans must be approved and endorsed by the responsible authority. The plans must:
   a) be prepared to the satisfaction of the responsible authority
   b) be drawn to scale with dimensions
   c) submitted in electronic form
   d) be generally in accordance with the plans forming part of the application identified as TP03 - TP15 prepared by *iDraft Architecture Service* Rev C, dated 13/07/2026 and Landscape plans – LP01 and LP02 prepared by *Contour Design Studio* dated 16/06/2026 but amended to show the following details:

      i. Deletion of the 1.8m high paling fence to the private open space of Units 1 and 6 adjacent to the driveway, to be replaced with additional landscaping.
      ii. The habitable room dining windows of Unit 1 and kitchen windows of Unit 6 modified to provide a raised sill height at 1.5m above ground level to demonstrate compliance with Clause 55 Parking location Standard B3-2.
      iii. The 3000L water tanks adjacent to the driveway for Units 1 and 6 relocated to the area of secluded private open space of each dwelling.
      iv. The location of external bollard lighting along the driveway and site frontage for improved safety to demonstrate compliance with Clause 55 Street integration Standard B3-3.

Layout not altered

2. The layout of development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

Compliance with documents approved under this permit

3. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.

Completion of landscaping

4. Before the development is occupied, the landscaping shown on the approved landscape plan must be carried out and completed to the satisfaction of the responsible authority. The responsible authority may consent in writing to vary this requirement.

Landscape maintenance

5. At all times the landscaping shown on the approved landscape plan must be maintained (including the replacement of any dead, diseased or damaged plants) to the satisfaction of the responsible authority.

Residential reticulated gas service connection - dwelling

6. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed

Waste management and collection

7. Before the development starts, an amended waste management plan must be approved and endorsed by the responsible authority. The amended waste management plan must:
   a) be prepared to the satisfaction of the responsible authority
   b) be submitted in electronic form
   c) include the following:
      i. Amended swept path diagrams demonstrating safe access and egress for waste collection vehicles to the revised Cherry Lane carriageway.

8. Waste management and private waste collection for the development must only be carried out by a private waste collection contractor in accordance with the requirements of the approved and endorsed waste management plan to the satisfaction of the responsible authority.

MRSC Engineering Conditions

9. Prior to the commencement of works, Engineering Plans must be submitted to and approved by Macedon Ranges Engineering Department. The plans must include:
   a) All necessary computations and supporting design documentation for any structure, civil and drainage infrastructure and geotechnical investigation report.
   b) Details of any cut and fill earthworks including retaining walls.
   c) All plan levels as per AHD.
   d) Provision for all services and conduits (underground) including alignments and offsets.
   e) Concrete crossover as per Macedon Ranges Shire Council Standard drawings SD001 and SD04. The contractor must conduct a prestart meeting with Council's inspection engineer to discuss the crossover construction.
   f) The applicant must design a stormwater outfall as per council specifications, there are two suitable legal point of discharge locations. The two options are either to the existing Council drainage network within 86 Skyline Drive (a drainage easement in favour of the development must be obtained to facilitate construction and ongoing maintenance of the stormwater outfall and a legal binding agreement must be formed with the landowner) or to Honeysuckle Creek (approval from Melbourne Water must be obtained for connection to the creek).
   g) An arborist report must be submitted and contain information regarding all civil and building works including the internal stormwater system/ OSD system, and the outfall construction works. Survey details of the canopy trunk location and size of trees to be retained and associated Nominal Root zone (as per AS 4970:2025). Boring may be required upon the review by council and certified Arborist (at least level 5 qualification).
   h) All stormwater drains required to the legal point of discharge and which pass through lands other than those within the boundaries of the development must be constructed at no cost to the responsible authority.
   i) Stormwater runoff from all buildings, tanks and paved areas must be drained to a legal point of discharge.
   j) An underground on-site detention system is provided to ensure the 1% AEP post-development discharge is reduced to the 20% AEP pre-development discharge.
   k) The flow paths of a 1% AEP storm are required to be determined and the development designed such that no neighbouring property is inundated.
   l) Stormwater treatment is included within the drainage design so that the objectives of the Urban Stormwater – Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999) are satisfied.
   m) Payment of the development engineering plan checking/inspection fees.

10. Prior to the occupation of development, all works shown within the approved engineering plans must be completed and inspected by Macedon Ranges Shire Council Engineering Department

11. The development must be constructed in accordance with Macedon Ranges 2010 Engineering Requirements for Infrastructure Construction Policy.

12. No polluted and/or sediment laden runoff is to be discharged directly or indirectly into drains or watercourses. Soil erosion control measures must be employed throughout the development works in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995) to the satisfaction of the Responsible Authority.

13. At least 14 days prior to the commencement of works, a Construction Management Plan must be submitted to and approved by the Macedon Ranges Shire Council Engineering Department. The Construction Management Plan must contain the following:

    a) Name and contact details of appointed Civil Contractor and Superintendent.
    b) Existing condition survey of all existing assets including private properties.
    c) Site Management Plan.
    d) Traffic Management Plan.
    e) Occupational Health & Safety and Job Safely Analysis Plans.
    f) Council-issued Asset Protection Permit.
    g) Council-approved Engineering Plans
    h) Dilapidation report.
    i) Working hours, sediment/dust suppression methods, EPA noise restrictions, maintenance of site and Council roads, etc.

    All works must be carried out generally in accordance with measures set out in the above documents approved by the responsible authority.

Permit expiry - Development

14. This permit as it relates to development (buildings and works) will expire if one of the following circumstances applies:

    a) The development is not started within 3 years of the issued date of this permit.
    b) The development is not completed within 5 years of the issued date of this permit.

    In accordance with Section 69 of the *Planning and Environment Act 1987,* an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Important information

Asset protection

Prior to the commencement of works, an "Asset Protection Permit" must be obtained from Council for any of the following circumstances:

a) Entering a building site by means of a motor vehicle having a gross weight exceeding two tonnes.
b) Occupying a road for works.
c) Connecting any land to a stormwater drain.

d) Opening, altering or repairing a road.
e) Opening, altering or repairing a drain.
f) Accessing a building site from a point other than a crossover.
g) Construct/repair/widen/remove any crossover.

PE.3	**AGR/2026/5 - 10-11 CYPRESS COURT, ROMSEY VIC 3434**
Application Details:	**Town Planning People**
Officer:	**Anushka Alexander, Statutory Planning Officer**
Council Plan relationship:	**Our Places**
Attachments:	**1. Existing Section 173 Agreement ⇩** **2. Applicant's Cover Letter ⇩** **3. Applicant's Traffic Response ⇩**
Triggers for a planning permit	Section 178A of the Planning and Environment Act 1987
Zones and Overlays	General Residential Zone – Schedule 1 (GRZ1) Development Contributions Plan Overlay – Schedule 1 (DCPO1)
No. of objectors	Nine
Trigger for report to **Council**	5 or more objections.
Key Considerations	Whether the proposal to amend Section 173 Agreement AD849312X would result in an acceptable planning outcome when considering the matters set out in Section 178B (1) the Planning and Environment Act 1987.
Conclusion	The proposal to amend Section 173 Agreement AD849312X for the property at 10-11 Cypress Court, Romsey satisfies the matters required to be considered as set out in Section 178B (1) of the Planning and Environment Act 1987, and should therefore be supported.
Date of receipt of application:	16 June 2026

Summary

The application proposes to amend Section 173 Agreement AD849312X for the property at 10-11 Cypress Court, Romsey (formally known as Lot 8 PS528696P). This agreement includes a restriction for each lot to have no more than one single dwelling on each lot. The application seeks to increase the permissible number of dwellings on Lot 8 to two.

Following public notification of the application, nine objections were received. The objections were predominantly lodged by surrounding landowners and properties subject to the same agreement, and several adjoining property owners.

The recommendation is that the amendment to the agreement should be supported based on the evolution of planning policy since the agreement was registered on title. While there has not necessarily been a change in circumstances to the landowners or others in Cypress Court, changes to planning policy and the configuration of the site support amending the agreement for Lot 8.

Recommendation

That Council support the amendment of Section 173 Agreement AD849312X and a Notice of Decision to amend the Section 173 Agreement be issued for the land at 10-11 Cypress Court, Romsey (Lot 8 on Plan of Subdivision 528696P) in accordance with Section 178(F) of the Act as follows:

"The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than two dwellings on Lot 8 created by the said Plan of Subdivision, without the permission of the Council."

Existing conditions and relevant history

Subject land

The site is formally known as Lot 8/PS528696 is approximately 2,125sqm in area and is located on the eastern side of Cypress Court. The site contains a single dwelling and associated outbuildings. Two driveways provide vehicle access to Cypress Court.

The site forms part of the original 12 lot subdivision of land approved under planning permit P203-0252 issued on 3 February 2004. The site was in the former Residential 1 Zone when the permit was granted; and there was no minimum lot size which applied in the Schedule to that zone at that time.

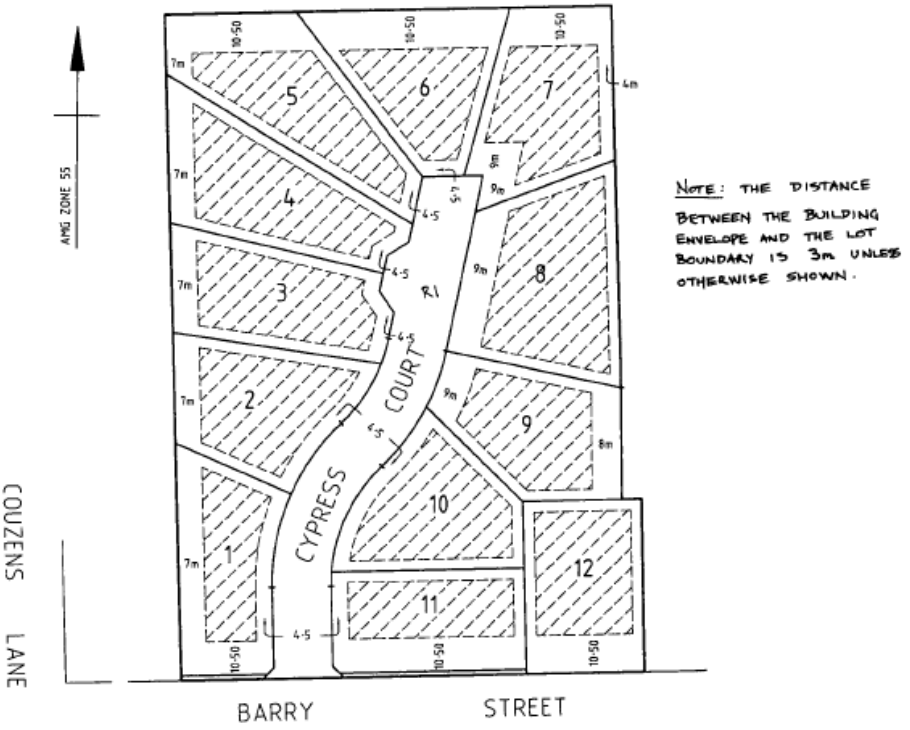


Figure 1: Approved plan of subdivision of land PS528696P

The site is approximately 100mm north of the Cypress Court / Barry Street intersection. The Cypress Court subdivision accommodates 12 residential lots ranging from 1,500sqm (Lot 11) to 2,125 sqm (the subject site).

Lot frontages vary within Cypress Court; the subject site benefits from a 38.94m frontage compared to most other lots with a 10-15m frontage. The site has two existing crossovers for access from Cypress Court.



Figure 2 – Aerial imagery of the site (red outline) and surrounding residential area.

Surrounds

The site and surrounding land are located within the General Residential Zone with land further west extending to the Rural Living Zone. Surrounding lots are developed with single detached dwellings and ancillary outbuildings.

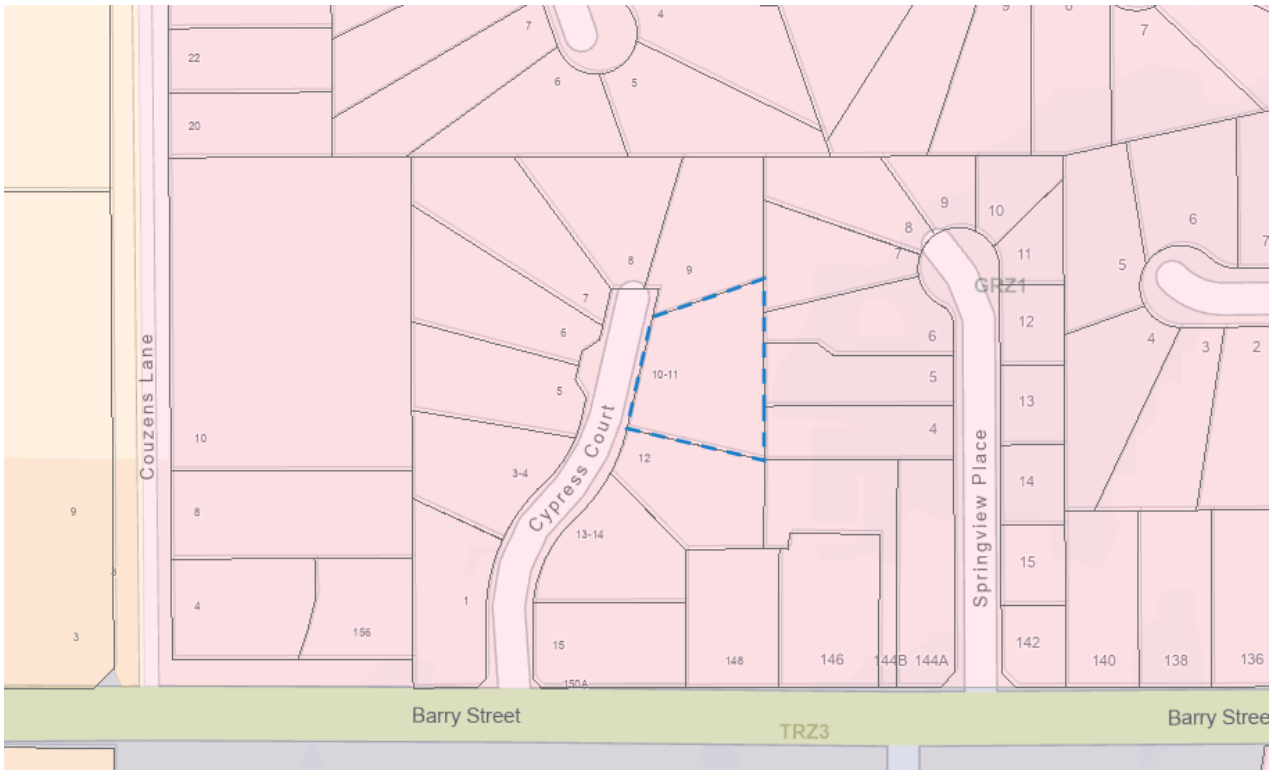


Figure 3: Planning Zones of subject site and surrounds.

Registered restrictive covenants and/or Section 173 Agreements affecting the site

The property is encumbered by two covenants and one Section 173 agreement. Details of these restrictions are as follows:

- Covenant PS528696P, dated 6 October 2005, applies to the land created under the Plan of Subdivision and includes a restriction requiring buildings to be located within the designated building envelopes.
- Covenant AE280604T dated 5 April 2006 relates to design, materials for construction of buildings on the lots, fencing and vehicle parking amongst other items.
- Section 173 Agreement AD849312X dated 1 September 2005 states the following:

  "*The owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any one time more than one single dwelling on each lot created by the said Plan of Subdivision, without the permission of the Council.*"

Previous planning permit history

A search of Council's records has found the following permit history:

Permit No.	Description
P203-0252	Issued on 3 February 2004 for twelve lots subdivision subject to conditions, which created the subject lot.
AGR/2025/17	The application sought to end the Section 173 Agreement AD849312X for Lot 8 on Plan of Subdivision 528696P. This was subsequently withdrawn on 18 May 2026.

Proposal

The application proposes to amend to Section 173 Agreement AD849312X for 10-11 Cypress Court, Romsey as follows:

"*The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than one single dwelling* ***except for two dwellings on Lot 8*** *created by the said Plan of Subdivision, without the permission of the Council.*"

The application does not seek permission for the construction of a second dwelling, subdivision or other development. The application to amend the existing agreement is ostensibly to allow a future application to be made for an additional dwelling on-site. Any future application would be assessed on merit against the relevant planning policy framework.

The proposal does not identify any specific change in circumstance necessitating the proposed amendment. Rather, the application relies on the characteristics of the subject land, including its generous frontage to Cypress Court, together with changes to the planning framework since the agreement was registered on title. The application states the site can accommodate an additional dwelling while maintaining an appropriate level of amenity and neighbourhood character anticipated by the agreement.

The process to date

Referral

There is no requirement within the Planning Scheme or legislation to consult referral authorities to amend an agreement. However, to inform the recommendation the proposal was referred to Council's Engineering Department. The Engineering Department raised no objection to the proposed amendment to the agreement. This was subject to the use of the existing crossover for any access and compliance with the relevant best practice guidelines for stormwater treatment. As the construction of a second dwelling does not form part of the current application, these matters could be considered as part of any future application for a second dwelling, including referral to Council's Engineering Department.

Advertising

Pursuant to Section 178C of the *Planning and Environment Act 1987*, the application was advertised by sending notices to the owners and occupiers of surrounding/adjoining land, all lots which are parties to Section 173 Agreement AD849312X (all lots in PSQ529936Q), and by requiring a notice to be displayed on the land for a period of 14 days.

A total of nine objections have been received. The objections are summarised below:

- Cypress Court landowners purchased properties with knowledge of the existing Section 173 Agreement, with an expectation that the restriction limiting development to one dwelling per lot would remain in place.
- Amending the agreement may detract from the established single-dwelling neighbourhood character and undermine the purpose of the agreement.
- Amending the agreement would set an undesirable precedent, potentially encouraging other landowners to seek similar outcomes and enabling multi-dwelling development across the Court.
- An additional dwelling would result in increased densities that may not be reasonably accommodated within the Court, particularly with respect to public waste collection, traffic and on-street parking.
- Increased residential development may affect the ability of emergency service vehicles to safely access and manoeuvre within the Court.
- Additional dwelling may result in residential amenity impacts on surrounding properties, including overlooking, overshadowing and loss of privacy.

A consultation meeting was held on 8 October 2026 attended by the applicant, five objectors and five Councillors. As a result of this meeting, no objections were withdrawn and no changes to the proposal have been suggested by the applicant.

Officer assessment

Regulation 55 of the *Planning and Environment Regulations 2015* requires a proposal to amend an agreement made under Section 173 of the *Planning and Environment Act 1987* to be in writing and must:

(a) State the applicant's name, address and phone number; and
(b) Clearly identify the agreement proposed to be amended, ended or ended in part; and

(c) In case of a proposal to amend an agreement, clearly describe –
   i. The proposed amendment; and
   ii. The purpose of the proposed amendment; and
   iii. Any change in circumstances that necessitates the proposed amendment.

All the required information was submitted with the application.

Section 178B(1) of the *Planning and Environment Act* sets out the matters to be considered when assessing an application to amend a Section 173 Agreement. The matters are:

Matter	Consideration
The purpose of the agreement; and	The purpose of the Section 173 Agreement is to control the nature and intensity of residential development within the Cypress Court subdivision, principally through restricting each of the lots created to a single dwelling. Together with building envelope restrictions, this is intended to retain the low-density character of the area, reduce impacts on adjoining properties and be consistent with Council's residential policy applicable for this part of Romsey at the time. These objectives are covered in the assessment (Delegates Report) for the original subdivision, which required a Section 173 Agreement to be prepared and executed prior to Statement of Compliance (the subdivision being finalised). However, the long-term intent of the agreement or an ongoing initiative to maintain a low-density development pattern was not contemplated in the assessment.
The purpose of the amendment; and	The purpose of the amendment is ostensibly to enable the subject site to accommodate an additional dwelling (a maximum of two dwellings), rather than only a single dwelling under the Section 173 Agreement. The proposed amended agreement would continue to reference Plan of Subdivision PS529936Q, and the agreement would limit the land to a maximum of two dwellings. The amended agreement does not contemplate or allow a two-lot subdivision. This maintains a limitation on the intensity of residential development by ensuring that only one additional dwelling could be considered. A dwelling's siting and design response would be subject to future assessment.
Whether any change in circumstance necessitates the amendment; and	No physical change in circumstances has necessitated the amendment. Rather, the proposal is sought on a site-specific and merits-based basis considering changes to the planning policy context applicable to the land since the agreement was registered on title. Since the Section 173 Agreement was registered, there have been substantial changes to the planning controls applying to the site. For example, the land has been rezoned from the former Residential 1 Zone to the General Residential Zone – Schedule 1 (GRZ1). The purpose of the GRZ includes the following (as relevant):

	• *To encourage development that is responsive to the neighbourhood character of the area.* • *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.* Schedule 1 to the GRZ does not specify any additional neighbourhood character objectives. The strategic planning framework for Romsey has also changed substantially since the agreement was registered. Romsey has evolved from a low-density township to a developing local centre guided by a detailed growth management framework. This includes the adoption of the Romsey Outline Development Plan in 2009, subsequent implementation of the Romsey Development Contributions Plan, and more recently the Romsey Structure Plan 2024, which now provides the principal strategic direction for the township. These documents establish an updated framework for managing growth, infrastructure provision, neighbourhood character, and housing outcomes within Romsey. More broadly, State Government planning reforms have placed increased emphasis on facilitating housing supply and housing diversity within established urban areas and townships. This includes the introduction of Victoria's Housing Statement, municipal housing targets, and Amendment VC267, which introduced the Townhouse and Low-Rise Code and a deemed-to-comply assessment pathway for eligible residential development. Collectively, these reforms reflect a planning policy evolution towards encouraging additional housing in appropriately located and serviced residential areas. Considering these changes, the planning and strategic context that informed the original agreement has evolved. While the agreement was established to limit development intensity within the subdivision, contemporary planning policy provides greater support for housing diversity and modest residential growth within established residential areas. These changes warrant reconsideration of the existing agreement limiting the lot to a single dwelling. The proposed amended agreement responds to modern planning context by allowing up to two dwellings on the subject land. The amendment would not remove the agreement or fundamentally undermine its purpose. Any future second dwelling would remain subject to assessment against the applicable planning controls, policies, and standards in force at the time of any future planning permit application.
Whether the amendment would disadvantage any person, whether or not a	Amending the agreement could result in perceived disadvantage to surrounding landowners, particularly those subject to the same agreement, as reflected in some objections.

party to the agreement; and	Officer assessment to the concerns raised is discussed below: • *Objection: Landowners, including the applicant, purchased properties with knowledge of the existing Section 173 Agreement, with an expectation that the restriction limiting development to one dwelling per lot would remain in place.* o Assessment: A Section 173 Agreement can be amended where circumstances warrant consideration of its provisions. The appropriateness of an amendment is considered on its merit, having regard to the purpose of the agreement, the reasons for which it was originally entered, any relevant changes in circumstances and the current planning context. o The most relevant consideration is whether the proposed amendment is appropriate having regard to current circumstances and whether the purpose of the agreement would be unreasonably undermined by the amendment. Based on this, the agreement can be reasonably amended. • *Objection: Amending the agreement to allow an additional dwelling may detract from the established single-dwelling neighbourhood character and may undermine the purpose of the agreement.* o Assessment: While the amendment would permit an increase from one to two dwellings, the agreement would continue to limit the intensity of development on the land. The existing site characteristics, including the width of the frontage and the presence of two existing crossovers, indicate that there is potential for an additional dwelling to be accommodated while maintaining the existing character of Cypress Court. o Given the site's wide frontage and dual crossovers, a future dwelling may be sited and designed in a way that preserves the low-density character of the street. Any second dwelling would be subject to the relevant planning approval requirements, at which time matters relating to neighbourhood character, siting and residential amenity would be assessed. • *Objection: Amending the agreement would set an undesirable precedent, potentially encouraging other landowners to seek similar outcomes and enabling multi-dwelling development across the Court.*

	○ Assessment: Any landowner may seek to amend or remove the agreement, and any such application is assessed on its merits. Approval of the current application would not predetermine an outcome for other lots or applications. • *Objection: Additional dwelling would result in increased densities that may not be reasonably accommodated within the Court, particularly with respect to public waste collection, traffic and on-street parking.* ○ Assessment: A Traffic Engineering Letter prepared by *Impact* was submitted in support of the application and did not identify any detrimental impacts on the functionality or safety of Cypress Court arising from an additional dwelling. ○ Council's Engineering Department raised no objection to the proposed amendment, consistent with the findings of the Traffic Engineering Letter. ○ Additionally, Covenant AE280604T contains restrictions relating to on-street parking within Cypress Court that must be adhered to in accordance with that restriction. • *Objection: Increased residential development may affect the ability of emergency service vehicles to safely access and manoeuvre within the Court.* ○ Assessment: The original subdivision application was referred to the CFA, who provided conditions, including requirements relating to road widths. These requirements were subsequently satisfied prior to the issue of Statement of Compliance for the subdivision. ○ The current application seeks only to amend the Section 173 Agreement to allow a maximum of two dwellings on the subject lot. The CFA is not a party to the agreement and is not a referral authority for the current application. The land is not affected by the Bushfire Management Overlay, although part of the site is designated as a Bushfire Prone Area. ○ Any future proposal for a second dwelling would be subject to the relevant planning and building requirements applicable at that time, including any requirements arising from the Bushfire Prone Area designation. Accordingly, emergency access and other relevant safety considerations can be addressed as part of any future development proposal, where required.

	• *Objection: Additional dwelling may result in residential amenity impacts on surrounding properties, including overlooking, overshadowing and loss of privacy.* ○ Assessment: The current application does not seek approval for the construction of a second dwelling. Any proposal for a second dwelling is subject to the relevant approvals, at which time potential off-site amenity impacts, including overlooking, overshadowing and loss of privacy, would be assessed against the requirements. While some parties may perceive disadvantage arising from the proposed amendment, any disadvantage arising from the amendment is limited. The amendment would not remove the agreement entirely; it would instead increase the maximum allowable dwellings from one to two. Having regard to the size and configuration of the subject land, the existing access arrangements, the absence of identified engineering or traffic concerns, and the evolved planning context since the agreement was entered into, the amendment would not disadvantage surrounding landowners or other persons.
The reasons why the responsible authority entered into the agreement; and	Council entered into the agreement pursuant to a condition of the planning permit P203-0252 relating to a 12-lot subdivision. The assessment for the original subdivision provides limited discussion regarding a rationale for requiring the Section 173 Agreement. The only express justification provided in the assessment is: *"The building envelopes and Section 173 Agreement will ensure the rural-residential character of the area is retained, there is minimal impact on adjoining properties and the integrity of Council's low density residential policy for the area is maintained."* Accordingly, the agreement sought to restrict each lot created by the subdivision to a single dwelling, thereby limiting intensity of residential development within the subdivision.
If the amendment is to remove land from the application of the agreement, whether the land is subject to any further liability; and	Not applicable, as the proposal does not seek to remove the land from the Section 173 Agreement. Under the proposed amendment, the land would continue to be subject to the agreement.
Any relevant permit or other requirements the land is subject to under the Subdivision Act 1988; and	The planning permit P203-0252 permitting the subdivision of land is considered spent, noting the subdivision has been created, titled and subsequently developed. There are no other known relevant requirements.

Any other prescribed matter.	There are no other prescribed matters.

Recommended changes to the wording for the proposed amendment

The applicant has proposed the following wording for the proposed amendment:

"*The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than one single dwelling* ***except for two dwellings on Lot 8*** *created by the said Plan of Subdivision, without the permission of the Council.*"

The proposed wording is unnecessarily cumbersome and may create ambiguity in the future regarding the extent of the agreement. The wording proposed by the applicant may result in uncertainty for future landowners and ongoing administration of the Agreement.

The applicant's submission expresses an intent to allow a maximum of two dwellings on Lot 8, subject to future design detail. It is not intended to facilitate or regulate any future subdivision of the land and cannot relate to any other allotment covered by the original agreement.

Accordingly, the recommended amended agreement wording is:

"*The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time* ***more than two dwellings on Lot 8*** *created by the said Plan of Subdivision, without the permission of the Council.*"

This wording more clearly and directly reflects the intend purpose of the amendment while avoiding potential ambiguity regarding future subdivision outcomes. This also ensures that the proposed amendment specifies the lot-specific variation that is sought only for Lot 8 and does not affect any other lots.

Under section 178E (3)(b) of the *Planning and Environment Act 1987*, this recommended amendment to the wording is not substantively different from the proposal and hence, is considered appropriate to be amended accordingly by the Responsible Authority.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Imaged Document Cover Sheet

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Document Type	**Instrument**
Document Identification	**AD849312X**
Number of Pages (excluding this cover sheet)	**6**
Document Assembled	**15/06/2026 11:18**

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AD849312X
01/09/2005 $92.30 173

OFFICE OF TITLES K.L. VICTORIA

APPLICATION BY A RESPONSIBLE AUTHORITY
FOR THE MAKING OF A RECORDING OF AN AGREEMENT

Planning and Environment Act 1987

Lodged by:-

[redacted]

Privacy Collection Statement

The information under this form is collected under statutory authority and is used for the purpose of maintaining publicly searchable registers and indexes in the Victorian Land Registry

The Authority having made an agreement referred to in *Section 181(1)* of the **Planning and Environment Act 1987** requires a recording to be made in the Register for the land.

Land: Lot 1 on Title Plan 143005D
Certificate of Title Volume 9931 Folio 719

Authority: Macedon Ranges Shire Council
of 129 Mollison Street, Kyneton, 3444

Section and Act under which agreement made: Section 173 of the Planning and Environment Act 1987

A copy of the Agreement is attached to this application.

Signature for the Authority: [redacted]

Name of Officer: *[full name]*

Date: 1- 08- 05

[redacted]

DAD849312X-1-5

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StedmanCameron Lawyers
LEVEL 9 179 QUEEN ST
~~Level 1, 446 Collins Street~~ Melbourne Victoria 3000 Australia
[redacted]

Section 173 Agreement

[redacted]

Owner

MACEDON RANGES SHIRE COUNCIL

Council

DAD849312X-2-3

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Stedman *Cameron*

Section 173 Agreement

Date	10TH June, 2005
Parties	
1.	[redacted] ("the Owner"); and
2.	**MACEDON RANGES SHIRE COUNCIL** of 129 Mollison Street, Kyneton ("the Council")
Recitals	
A.	The Council is the responsible authority pursuant to the Act for the Scheme.
B.	The Owner is registered as the owner of the land described in Certificate of Title Volume 9931 Folio 719 ("the Land")
C.	On 3 February 2004 the Council as responsible authority issued Permit No. P203 -0252 ("the Permit") for a subdivision of the land into twelve allotments subject to conditions.
D.	The Owner and the Council have entered into this Agreement in order to comply with the Permit.

DAD849312X-3-1

IT IS AGREED as follows:

1. In this Agreement, unless the context indicates that it requires to the contrary, the following meaning is applied:

   1.1. "the Act" means the Planning & Environment Act 1987.

   1.2. "the Agreement" or "this Agreement" means this Agreement and any Agreement executed by the parties expressed to be supplemental to this Agreement.

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DAD849312X-4-0

1.3. "the Planning Authority" means the Council.

1.4. "the Owner" includes any person or persons entitled from time to time who are registered by the Registrar of Titles as the proprietor or proprietors of an estate in fee simple of the Land or any part thereof.

1.5. "the Scheme" means the Macedon Ranges Planning Scheme and all parts of the scheme as may be amended from time to time.

2. AGREEMENT UNDER SECTION 173 OF THE ACT

The parties agree that without limiting or restricting their respective powers to enter into this Agreement and insofar as it can be treated, this Agreement is made pursuant to Section 173 of the Act and on execution hereof the Council shall forthwith make an application pursuant to Section 181 of the Act to the Registrar of Titles for the entry of the memorandum of this Agreement on the land and each and every part thereof when lodged at the Land Titles Office.

3. EFFECT OF THIS AGREEMENT

3.1. This Agreement shall come into force and take effect on the date hereof.

3.2. The obligations of the owner under this Agreement will take effect as separate and several covenants which will be annexed to and run at law and in equity with the Land to bind the Owner and each successor assignee or transferee of the Owner, the registered proprietor or proprietors for the time being of the Land and every part of the Land (pursuant to Section 182 of the Act or otherwise at law) and the Owner thereby covenants on behalf of himself, his successors in title, administrators and assigns.

4. COVENANT OF THE OWNER

The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than one single dwelling on each lot created by the said Plan of Subdivision, without the permission of the Council.

5. OWNER'S WARRANTIES

Without limiting the operational effect of this Agreement the Owner warrants and covenants:

2. AD849312X)6/2005
01/09/2005 $92.30 173

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DAD849312X-5-8

5.1. The Owner is registered or entitled to be registered as the proprietor of the land and is the beneficial owner thereof.

5.2. There are no mortgages, liens, charges or other encumbrances or leases or any rights inherent in any person other than the Owner affecting the land other than those disclosed by the usual searches or notified to Council.

5.3. The Owner shall not sell, transfer, dispose of or assign or mortgage the land or any part thereof without first disclosing to any intended purchaser, transferee, assignee or mortgagee the existence and nature of this Agreement.

6. COUNCIL ACCESS

6.1. The Owner covenants and agrees to allow the Council and or its officers, employees, contractors or agents at any reasonable time, and upon reasonable notice, to enter the land to assess compliance with this Agreement.

7. COSTS

7.1. [redacted] shall pay the Council's costs of and incidental to the preparation, and registration of this Agreement, and any registration fees in respect of this Agreement.

7.2. The person who is the Owner at the time the Council commences enforcement action under this Agreement, shall pay the Council's costs of enforcement of this Agreement.

8. FURTHER ASSURANCE

8.1. Each party must promptly execute and deliver all documents and take all other actions necessary or desirable to effect, perfect or complete the transactions contemplated by this Agreement.

IN WITNESS WHEREOF the parties have set their hands and seals the date first hereinbefore set out.

[redacted]

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Stedman *Cameron*

[redacted]

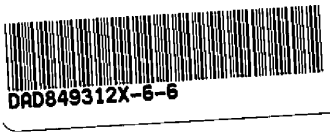
[redacted]

The COMMON SEAL of MACEDON RANGES SHIRE COUNCIL was hereunto affixed in the presence of:

[redacted]

Name of Councillor

Name of Chief Executive Officer





4. 10/06/2005

Town Planning People

ABN: 48 590 943 290
8/75 High Street, Woodend VIC 3442
admin@townplanningpeople.com.au
0414 524 409

17 August 2026

Statutory Planning
Macedon Ranges Shire Council
Via Email: mrsc@mrsc.vic.gov.au

Dear Sir/Madam,

RE: Application to Amend Section 173 Agreement AD849312X
LOT 8 PS528696P, 10-11 Cypress Court, Romsey VIC 3434

Town Planning People act on behalf of the applicants, Adam and Lynda Mumford, in relation to this lodged application seeking to amend Section 173 Agreement AD849312X ("*The Agreement*").

Please note that this cover letter was originally dated 16 June 2026. This letter and accompanying documentation have been revised in response to feedback from Council. The revisions are minor in nature.

Application history

An application was made on the 8th of December 2025 to end Section 173 Agreement AD849312X in full. In response to matters raised as part of the application process, the applicant now seeks to ***amend***, rather than end the Section 173 Agreement.

This application differs from the previously submitted application in that it seeks to confine the scope of the change being sought and provide greater clarity as to likely future outcomes on the site, and seeks to address matters raised by Council and the community as part of the first application process.

Application Material

This application is supported by the following documents:

Document	Prepared by
Planning Permit Application Form	Town Planning People
Application Fee	Paid at lodgement
Certificate of title	From Landata dated 15/06/2026
Town Planning Cover Letter (this document)	Town Planning People
Traffic Engineering Letter	IMPACT Traffic Engineering

The Site

10-11 Cypress Court is a 2,125m2 lot located on the eastern side of Cypress Court, approximately 90m north of the Cypress Court / Barry Street intersection. The Cypress Court subdivision accommodates 12 residential lots ranging from 1,500m2 (Lot 11) to 2,125m2 (the subject site). Whilst lot frontages vary, the subject site benefits from a 38.94m frontage compared to many lots with a 10-15m frontage.

Town Planning People



Figure 1 – Aerial imagery of the site (orange) (MetroMap, March 2026)

The generally flat site is subject to an existing single-storey dwelling and associated outbuildings, with the built form located within the northern portion of the lot. The southern portion remains a large, grassed play area, with shrubbery and small trees generally located along property boundaries or within garden beds adjacent to the dwelling. The existing dwelling is accessed via two single crossovers.

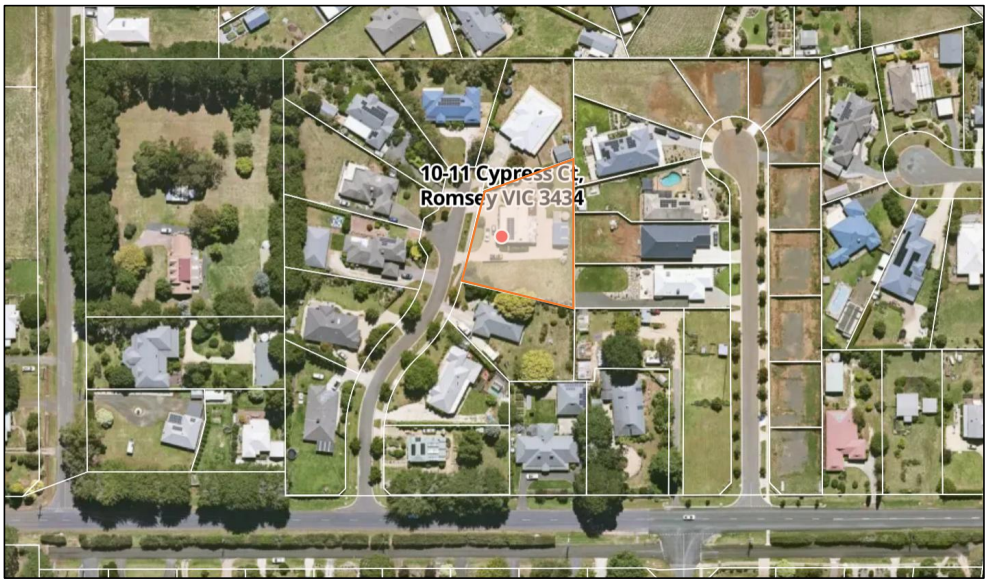


Figure 2 – Aerial imagery of the site (orange) and surrounding residential area (MetroMap, March 2026)

Town Planning People



Figure 3 - The subject site, with the dwelling confined to one half of the property (November, 2025)

Section 173 Agreement AD849312X

The Agreement pursuant to Section 173 of the Planning and Environment Act 1987 ("the Act") is dated 01 August 2005 is made between *Newnham and Newnham's Earthmovers Pty Ltd and Macedon Ranges Shire Council.* The agreement references Planning Permit P203-0252 ("the Permit") issued by Council on 03 February 2004.

Section 4 Covenant of the Owner identifies as follows:

4. COVENANT OF THE OWNER

The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than one single dwelling on each lot created by the said Plan of Subdivision, without the permission of the Council.

Figure 4 - Part AD849312X

Proposal to amend Section 173 Agreement AD849312X

It is understood Council require any proposal to amend an agreement to be via the statutory Section 178A application process.

The applicant proposes that Clause 4 of the agreement be amended as follows with **proposed changes bolded and underlined:**

4. COVENANT OF THE OWNER

The Owner covenants and agrees that upon registration of Plan of Subdivision PS529936Q there shall not be at any time more than ***one single dwelling except for two dwellings on Lot 8*** *created by the said Plan of Subdivision, without the permission of the Council.*

Town Planning People

The operative words in the above proposed wording are 'not be any time more than two dwellings', which is intended to restrict the total number of dwellings on the land referred to as Lot 8 of Plan of Subdivision 528696P to two.

As the covenant references the Plan of Subdivision PS529936Q, the restriction of two dwellings would remain in effect, even if the land was further subdivided. This ensures that the intent of two dwellings on the land referred to as Lot 8 of PS528696P cannot be undermined through future subdivision.

Section 178B (1) of the Act provides a range of criteria for the responsible authority to consider when determining an application of this nature. The proposal responds as follows:

Criteria	**Response**
(a) the purpose of the agreement; and	The purpose of the agreement is to restrict each lot on the Plan of Subdivision to one single dwelling, creating a consistent de-attached, single dwelling development.
(b) the purpose of the amendment; and	The applicant seeks to have the ability to construct a second dwelling on the lot. The agreement, dated 2005, exists without the context of key strategic drivers such as Romsey Structure Plan 2009, Romsey Structure Plan 2024 and more recent state government housing target initiative. Further, site specifics provide for an outlier lot in terms of lot width, which can accommodate an additional dwelling whilst still providing for spaciousness between dwellings as per the existing character elements of Cypress Court.
(c) whether any change in circumstances necessitates the amendment; and	There are no changes to the circumstances which necessitate the amendment to occur. The amendment is sought on a site-specific, merits based assessment.
(d) whether the amendment would disadvantage any person, whether or not a party to the agreement; and	The amendment does not disadvantage any person. Any application for a second dwelling is subject to statutory planning and building permit assessment processes, including any required public notification process. Planning standards and building regulations will apply to any development regarding assessment of offsite amenity impacts (being the assumed disadvantage that could otherwise be caused). Any future second dwelling, having been subject to planning and building permit processes, will not result in any neighbourhood character impacts noting the subdivision and development pattern of the surrounds which includes narrow and varied lot frontages and built form siting.
(e) the reasons why the responsible authority entered into the agreement; and	The Responsible Authority likely entered into the agreement to ensure multi-dwelling development did not occur in an ad-hoc fashion, resulting in Cypress Court being subject to significant density.
(f) if the amendment is to remove land from the application	N/A as the amendment does not need to remove land from the agreement.

Town Planning People

of the agreement, whether the land is subject to any further liability under the agreement; and	
(g) any relevant permit or other requirements the land is subject to under the Subdivision Act 1988 ; and	The planning permit permitting the subdivision of land is considered spent, noting the subdivision has been created, titled and subsequently developed. There are no other known relevant requirements.
(h) any other prescribed matter.	There are no other known prescribed matter of relevance.

Considerations

The existing single-storey dwelling is located within the northern half of the property, separated by a distance of ~26m to the dwelling to the south. This differs greatly from the predominant ~8m - ~10m separation between dwelling experienced by 5 to 6, 6 to 7, 7 to 8, 8 to 9, and 12-13 Cypress Court.

An appropriately designed dwelling can be accommodated on-site without disrupting the streetscape character or resulting in offsite amenity impacts.



Figure 5 - An appropriately sited and designed dwelling can nestle within the streetscape (MetroMap, August 2025)

The existing site has the flexibility to propose a, for example, generous ~850m2 'lot' for any second dwelling which will allow for a design to meet setback requirements etc, ensuring consistent streetscape outcomes.

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Figure 6 – Separation between the dwelling on the site (left) and neighbouring dwelling (right) (November, 2025)



Figure 7 – The expansive grassed area on the subject site (November, 2025)

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Figure 8 – The property as seen from any assumed future boundary, looking south (November, 2025)



Figure 9 – Example of dwellings and minimal setbacks (November, 2025)



Figure 10 – Example of dwellings and minimal setbacks (November, 2025)

Town Planning People

The property is also subject to two covenants, with one being PS528696P ("the Covenant").

The Covenant burdens each lot with a building envelope. For Lot 8, consistent with lots on the western side of Cypress Court, this includes:

- 9m front setback
- 3m side setback
- 3m rear setback

Any future second dwelling is directed to and can comfortably fit within the restrictive building envelope without the need for any covenant variance, providing for 3m setbacks to the southern boundary matching the restrictive provision and streetscape.

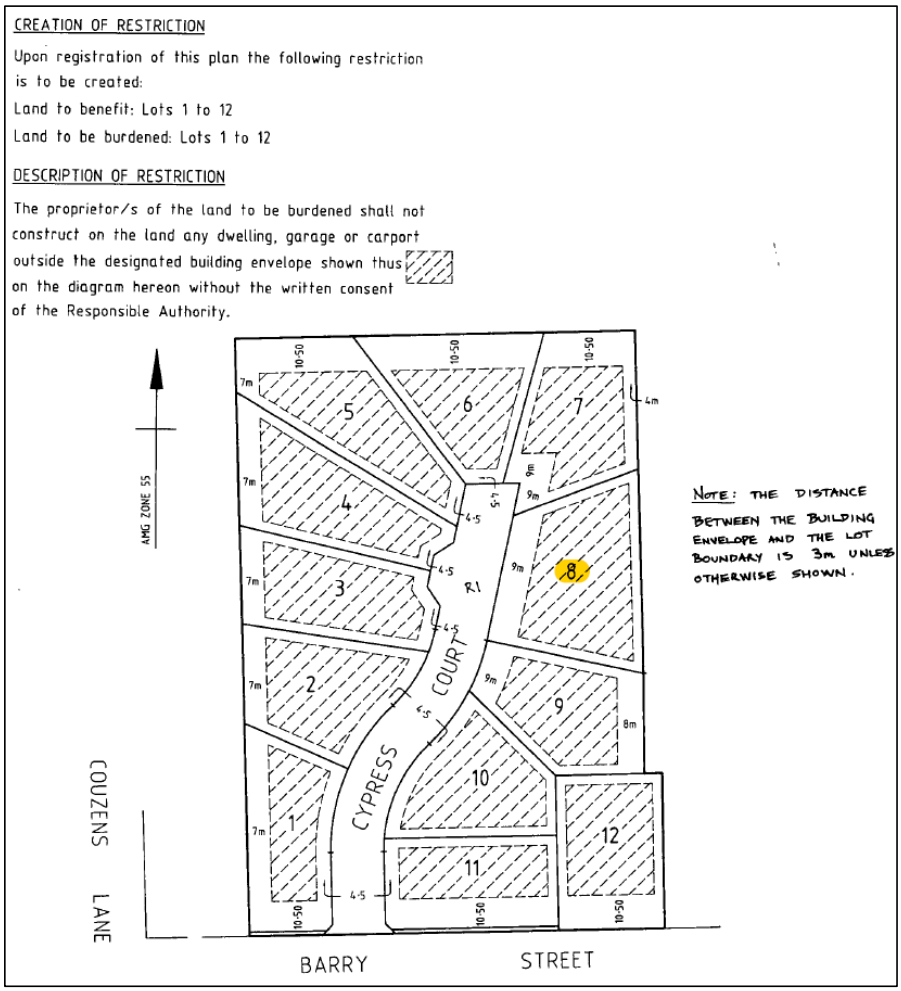


Figure 11 - Lot 8, highlighted yellow is provided with a generous building envelope (Covenant PS528696P

Town Planning People

Further, the amendment of the agreement does not set disadvantage or set precedent for others that is likely to result in such substantial change to the street. Other lots subject to the same restriction do not have the ability to comfortably subdivide or construct additional dwellings without impacting the streetscape, noting existing frontages, lot widths and siting of existing dwellings. Notwithstanding, any landowner has the ability to investigate their site – as per the applicants regarding the current matter.

The land known as 'Lot 8' is an outlier in its own subdivision context. Lot 8 is substantially larger than its surrounding lots, and features a large building envelope. This amendment application does not seek to alter the existing building envelope, and thus, does not result in a proposal which allows for built form beyond what is already considered acceptable.

The ability for the site to accommodate one additional dwelling is otherwise generally supported by policy. The existing zones and overlays do not prohibit second dwellings or subdivision, nor does a minimum subdivision area apply.

The Romsey Structure Plan May 2024 locates the site within an *"Incremental Change Area"* identifying areas where *"housing growth will occur within the context of existing or preferred neighbourhood character."* Further, the site is located within a *"Garden Court"* neighbourhood character precinct within an *"Established Residential Area."* The Garden Court area seeks for *"consistent dwelling setbacks and roof forms"* which can continue to be met.

The amendment of the Section 173 Agreement allows for the possibility of a single additional dwelling that can assist the municipality in reaching its prescribed 13,200 Housing Target.

Further, traffic engineering advice has been sought by suitably qualified traffic engineers to review commentary provided by Council. This advice does not identify any detrimental impacts to the functionality or safety of Cypress Court based on the assumed introduction of one additional lot and dwelling. Please refer to this advice for specific detail.

****

The proposed amendment of the agreement has been assessed against the relevant criteria, and it is submitted that the proposed amended wording is appropriate and does not detrimentally impact on the site, nearby sites or other landowners. The proposed amendment should be supported, allowing for the consideration of two dwellings on the site (subject to separate relevant assessments).

If you have any queries, please do not hesitate to contact this office to discuss.

Kind regards,

Robert Ford
Town Planning People

IMPACT Traffic Engineering Pty Ltd
ABN: 78 611 424 107

Level 17, 31 Queen Street, Melbourne, Victoria 3000
impactaustralia.com.au

12 June 2026
Reference: IMP2605013LET01F02.docx

37° 20' 58.5" S 144° 44' 00.9" E

Mathew Butler
Town Planning People
8/75 High Street
Woodend VIC 3442

Dear Matthew,

SUBJECT: RESPONSE TO COUNCIL COMMENTS
PROJECT: RESIDENTIAL DEVELOPMENT
SITE ADDRESS: 10-11 CYPRESS COURT, ROMSEY

Preamble

We understand that an application was lodged to end the existing Section 173 Agreement which applies to the subject land (10-11 Cypress Court, Romsey). This application received submissions relating to traffic and waste, including:

- *Additional development will place pressure on public waste collection arrangements and traffic capacity of the Court.*
- *Increased on street parking may further restrict vehicle movement, raising concerns about the ability of emergency service vehicles to safely access properties should further dwellings be developed.*

This application has since been withdrawn, with the project team now intending to submit an application to amend the Section 173 Agreement to allow for two dwellings on a lot, rather than ending the Section 173 Agreement as a whole.

IMPACT® have been engaged to provide an assessment of the previous concerns relating to traffic / waste to accompany the amendment application.

Existing Conditions

Site Context

The subject is located at 10-11 Cypress Court, Romsey adjacent the court's dead end. The site is currently occupied by a single dwelling, with access afforded via two single width crossover connections to Cypress Court. Car parking is provided within the internal hardstand area on site.

Cypress Court is a local road which extends north from Barry Street for approximately 150m before terminating as a dead end, with a small hammerhead provided to facilitate vehicle turning.

This road is classified as a Category 3 sealed access road within the Macedon Ranges Shire road register[1]. A category 3 sealed road is nominated as a road with capacity to accommodate an average daily traffic (ADT) range of 500-1,200 vehicles per day.

Cypress Court has been constructed with an approx. 6m wide road pavement which facilitates unrestricted kerbside parking on each side, clear of crossovers. Where vehicles are parked opposite one

[1] https://www.mrsc.vic.gov.au/About-Council/Our-Council/Strategies-Plans/Public-Road-Register

37° 20' 58.5" S 144° 44' 00.9" E

another, the effective carriageway width will be limited such that only one vehicle can pass at a time. A footpath is also provided along the eastern side of the road.

Figure 1 illustrates typical layout of the Cypress Court and the surrounding existing lot arrangement.



Figure 1 Cypress Court and Existing Lot Arrangement

Response to Council Comments

As discussed in the section above, the proposal seeks an amendment to the Section 173 Agreement to enable the construction of an additional dwelling on the lot. Whilst the current proposal relates only to the single lot on the subject land, the following assessment / response also considers the potential for similar proposals to occur on other lots within Cypress Court, where feasible.

Waste Arrangements

The additional dwelling on a lot would result in an additional set of waste bins requiring to be stored and collected from the kerbside. The subject site has ample road frontage (approximately 22m clear verge) to accommodate these additional bins for collection.

Council waste collection vehicles already access Cypress Court as part of the existing collection service, with each bin collection taking approximately 15 seconds on average. Accordingly, the collection of an additional set of bins associated with the additional dwelling would have minimal impact on the operation of Cypress Court when compared with the existing arrangement (noting each truck would only be in the street for an additional 15 seconds because of this application).

Even in the scenario where every lot within the court was developed with an additional dwelling each truck would only be stopped in the court for an additional 2-3 minutes on average when undertaking collections.

Note: It is also worth noting that it is unlikely / not feasible for each of the lots within the street to be developed with an additional lot noting sufficient space will not be available for bins for all additional lots (each lot subject to an appropriate planning application to ensure compliance in this regard).

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Traffic and Parking

Impact on Traffic

Based on RMS trip generation rates, the 11 dwellings currently access from Cypress Court could be estimated to generate approximately 110 vehicle trips per day.

Even if an additional dwelling were constructed on each of the 11 lots within Cypress Court (which is unlikely), this would equate to an additional 110 trips per day (approximately), resulting in a total 220 estimated vehicle trips per day.

Cypress Court is classified as a road capable of accommodating between 500 - 1,200 vehicles per day (Category 3 sealed access road). Accordingly, the total potential traffic generation, even if each lot was to be developed with an additional dwelling would still fall comfortably within the acceptable capacity range of the road.

With volumes comfortably within the environmental capacity for the road, the proposal (and even full extended development of other lots) would not have any material impact on the operation or safety of Cypress Court (or the broader road network).

Impact on On-street Parking

The current planning requirement is minimum 1.2 car parking spaces per dwelling.

If each lot were to be developed with an additional dwelling, a requirement of two spaces per lot (i.e. one space per dwelling) would apply. Each subsequent development would be subject to an appropriate planning application. However, it is expected that more than 1 space per dwelling would be provided, and therefore parking demands would be accommodated internally.

While future development may result in changes to crossover locations and therefore a potential reduction in on-street parking spaces, the appropriateness of the relevant design outcome would be assessed at the individual lot specific application.

In relation to the subject site, it is currently serviced by two crossovers, and this arrangement would remain unchanged under the proposed additional dwelling on the lot (i.e. two crossovers in total).

At the time of writing, detailed architectural plans are not yet available; however, should it be required, a plan could be prepared demonstrating that the proposal would not result in any net loss of on-street parking (once plans are available).

Note:

> Whilst new crossovers would introduce additional conflict points for both pedestrians and vehicles, each lot will be subject to a specific permit application process to ensure that sufficient separation is provided such that impacts will be mitigated and that pedestrians and vehicle safety is not compromised.

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Impact on Emergency Access

As above, the proposal is not expected to have any impact on existing on-street parking conditions.

Any future development of additional dwellings on other lots would be subject to separate planning approval processes, ensuring impact on on-street parking is appropriately managed at that time.

Accordingly, the proposal (nor any future development) will not adversely affect emergency vehicle access to properties within Cypress Court.

Note: If access to / from the court was ever raised as a concern - parking restrictions could be implemented along one side of Cypress Court to ensure that emergency access isn't compromised in the future

This is an existing constraint / condition of parking being provided on each side of the road (not something which is exacerbated by the proposal) which could retrospectively be remedied if concerns were raised in the future.

Conclusion

Based on the foregoing assessment, it is considered that there are no traffic engineering grounds that should prohibit the approval of the proposed amendment to the Section 173 Agreement to allow two dwellings on the lot.

We trust that the above assessment satisfactorily responds to Council's traffic related concerns.

Should there be any further queries, please do not hesitate to contact the undersigned.

KIND REGARDS,

Santosh Mamba
Project Engineer
M: 0457 007 898
E: santosh@impactaustralia.com.au

PE.4	**PLN/2017/296/C - 111 TWEDDLE ROAD GISBORNE SOUTH**
Application Details:	**Joseph and Linda Duval** **c/- Milner Planning Advisory Pty Ltd**
Officer:	**Glen Meyer, Senior Statutory Planning Officer**
Council Plan relationship:	**Our Places**
Attachments:	**1. Proposed Amended Conditions ⇩** **2. Proposed Development Plans (under separate cover) ⇨** **3. Consultant Planning Report (under separate cover) ⇨** **4. Proposed Management Plan (under separate cover) ⇨** **5. Environmental Noise/Acoustic Assessment (under separate cover) ⇨**
Triggers for a planning permit	Application is for an amendment under Section 72 of the Planning and Environment Act to the existing planning permit approved by VCAT. One additional permit trigger is: Clause 52.05-13: A permit is required to construct and put up for display a business identification sign.
Zones and Overlays	Rural Living Zone – Schedule 5
No. of objectors	Eleven (11).
Trigger for report to **Council**	Five or more objections
Key Considerations	Whether the proposed changes to the built form respond appropriately to the planning policy context and physical context including the area's character. Whether the proposed built-form change would cause unacceptable amenity impacts compared with the permitted built form. Whether the proposed signage responds in an acceptable way to the planning policy context and the physical context including the area's character. Objector concerns
Conclusion	That Council support Planning Permit Application PLN/2017/296/C subject to conditions.
Date of receipt of application:	11 May 2026

Summary

The application seeks approval to amend existing planning permit PLN/2017/296/B to change the built form and to seek approval to display a business identification sign.

Following receipt of 11 objections, a consultation meeting was held to discuss concerns raised; the concerns were not resolved at or following the meeting.

This assessment finds that the proposed changes to the built form results in an acceptable outcome, subject to recommended permit conditions. The proposal aligns with the purpose

and decision guidelines of the zone, local and state planning policies, and would not result in unreasonable amenity impacts to adjoining properties or impacts beyond that of the existing approval.

The assessment finds that the proposed signage is out of character and does not result in an acceptable planning outcome. It is recommended that Council support conditions recommending removal of the proposed signage from the plans.

Recommendation

That Council support Planning Permit Application PLN/2017/296/C and a Notice of Decision to Grant an Amended Planning Permit be issued for the Use of land for animal keeping (dog breeding - 20 dogs comprising 10 adult dogs and 10 puppies at any one time) and associated development of dog runs and kennels (Amendment sought to amend what the permit allows, amend permit conditions, amend plans for buildings and works) at 111 Tweddle Road, Gisborne South subject to the conditions outlined in Attachment 1.

Existing conditions and relevant history

Subject land

The subject land is legally identified as Lot 7 on PS LP1154403 and is located on the eastern side of Tweddle Road, Gisborne South. The site is rectangular in shape and is approximately 4.09ha in area with a frontage of approximately 128m and a depth of approximately 319 m. Access to the site is via Tweddle Road. The site slopes generally from the west down towards the east. Mature native vegetation is predominantly located within the front setback and surrounding the domestic area of the site. A small number of scattered mature trees are also located toward the eastern, rear, portion of the property. A dam is located approximately centrally within the site.

The site is currently developed and used for residential purposes in conjunction with domestic animal husbandry (dog breeding). The dwelling and associated outbuildings are located within the north-western portion of the site. Several internal fences divide the property into several separate areas. A U-shaped concrete slab has been constructed on the land as part of the approved dog breeding operation authorised under Planning Permit PLN/2017/296 which was issued at the direction of VCAT on 21 March 2019, including subsequent amendments.



Figure 1: Subject site as viewed from Tweddle Road on officer site visit 3 August 2026.

Surrounds

Surrounding land is predominantly used and developed for rural residential purposes. Most properties along Tweddle Road and Benson Road are similar in configuration to the subject land, comprising rectangular lots with relatively narrow road frontages. An ephemeral tributary of Toolern Creek adjoins the eastern rear boundary of the site. Toolern Creek runs generally north-south through the properties on the western side of Tweddle Road. The surrounding properties are generally developed with dwellings and associated rural residential outbuildings. Based on aerial imagery, a limited number of small-scale, low-intensity agricultural activities ancillary to rural residential living are also evident within the locality.

Beyond the immediate surrounding area, a substantial area of native forest is located approximately 375m east of the site and forms part of a broader vegetated landscape. The Gisborne township is situated approximately 4km north of the subject land. Couangalt Road is located approximately 1km to the north and functions as a local transport corridor, providing access to the Calder Freeway further east.

Registered restrictive covenants and/or Section 173 Agreements affecting the site

A current copy of title has been provided with the application which shows no Covenants, Section 173 Agreements or restrictions have been registered on the title to this property.

Previous planning permit history

A search of Council's records has found the following permit history:

Permit No.	Description
PLN/2017/296/B	Amended wording of Conditions 2, 3, 4, 5, 7 and 16 to regulate the approved use and development of the land for dog breeding in accordance with VCAT Order No. P821/2025.

	Corrected permit - deletion of repeated condition 18. Confirmation that Condition 2 and 3 were not amended under the amendment issued 24 March 2026.
PLN/2017/296/A	Amendment including addition of the word "…and the premises must be registered as a Domestic Animal Business." And deletion of Condition 21. The deleted condition states that: The applicant must at all times hold a valid Dogs Victoria membership (suspension from Dogs Victoria invalidates such membership).
PLN/2017/296	In accordance with the endorsed plans: Use of land for animal keeping (dog breeding - 20 dogs comprising 10 adult dogs and 10 puppies at any one time) and associated development of dog runs and kennels.

This development is permitted by an active permit which would expire should the development not be completed by 21 March 2028. The permit allows for the land to be used for animal keeping (dog breeding - 20 dogs comprising 10 adult dogs and 10 puppies at any one time) and associated development of dog runs and kennels.

The permit, associated approved land use and site have an extensive planning compliance and VCAT history relating to the site with:

- Council originally having served a Notice to Comply in response to the use having commenced without the associated buildings and works having been completed. This notice directed the landowner to remove the dogs kept on the property which breached condition 7 of planning permit PLN/2017/296.
- Council having lodged an Enforcement order in early 2025 through VCAT to bring the site into compliance with its permit conditions.
    - This matter was determined by VCAT to issue an enforcement order allowing for the keeping – but not breeding - of dogs associated with the permit until such time as the development is completed.
- VCAT directing Council on 9 December 2025 to extend the permit for completion of the development. This development (being the buildings & works for the dog kennels, dog runs and other aspects) is permitted by an active permit which would expire should the development not be completed by 21 March 2028.

Following these VCAT matters the permit holder subsequently lodged this application to amend the planning permit. The details of this application are outlined in detail below. The proposed changes generally relate to changes to the built form and seeking new primary permission for the proposed signage.

No changes to the approved use of the land are proposed, and Council cannot contemplate matters relating to the VCAT-approved use of the land for dog breeding/keeping.

Proposal

The application seeks to amend planning permit PLN/2017/296/B to amend the built form of the approved dog kennel and construct business identification signage.

<u>The existing permit allows for:</u>

> *Use of land for animal keeping (dog breeding - 20 dogs comprising 10 adult dogs and 10 puppies at any one time) and associated development of dog runs and kennels.*

The approved development is setback 10m from the northern boundary, comprising 12 single dog pens with associated grassed dog runs, 4 mating dog pens with associated

grassed dog runs, a dog wash area, food storage area, and ancillary storage/office area, and is arranged in a U-shape develop.

Under the existing permit the proposed walls are to be constructed of Colorbond steel in classic cream colour with basalt colour Colorbond roofing, gutters, and fascia. The building would be 35.6m long, 29.9m wide and 3m high. The development would be connected to an onsite wastewater management system and water tanks. An acoustic wall constructed of concrete sleepers to a height of 2.4m would be located along the northern and eastern elevations. The acoustic fence would be screened with landscaping between the fence and property boundaries.

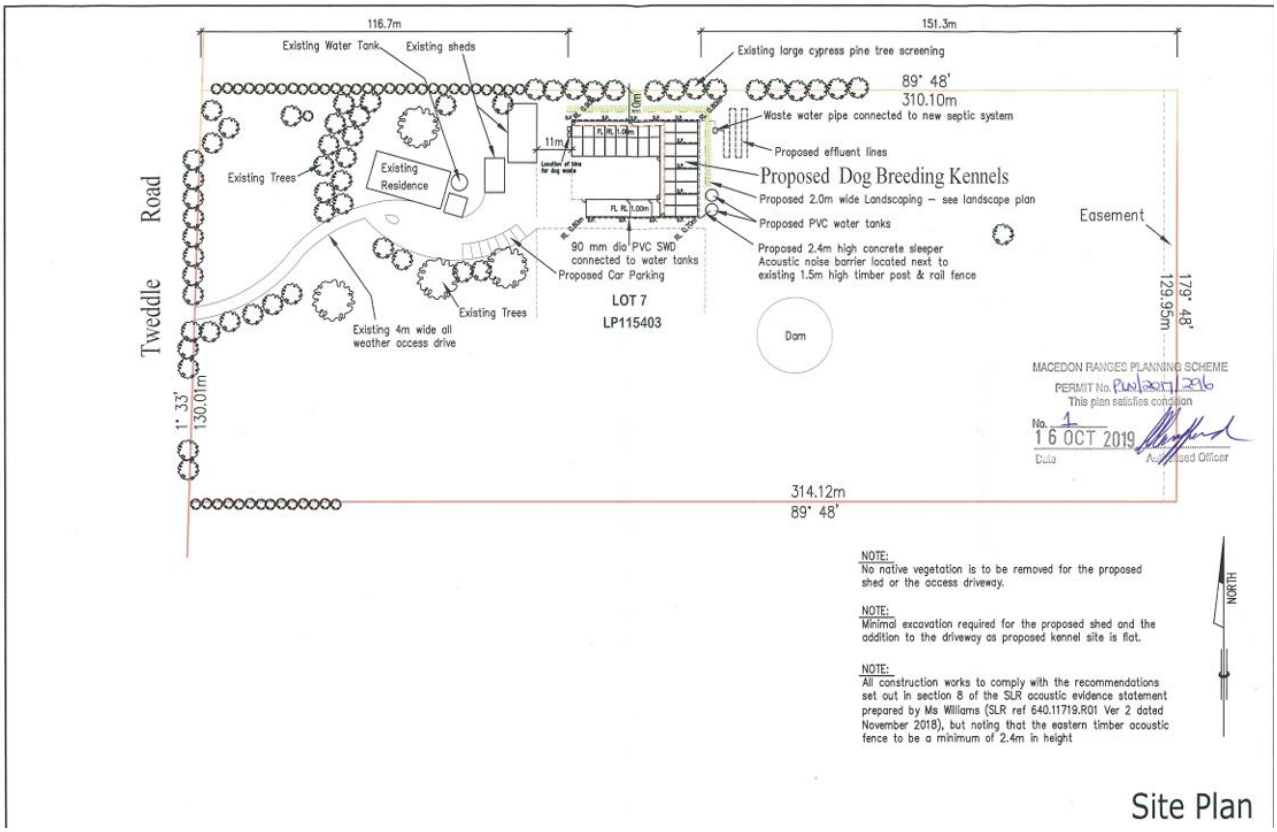


Figure 2: Site plan of approved development layout – endorsed under PLN/2017/296/B



Figure 3: Western elevation of approved development layout – endorsed under PLN/2017/296/B

This development is permitted by an active permit which would expire should the development not be completed by 21 March 2028.

The following changes are proposed to the built form:

Indoor kennels / Night pens

The proposed amended kennel facility would include:

- Eleven single dog pens ranging in size between 11sqm and 11.9sqm, with a minimum width of 3.28m and a minimum depth of 3.57m.
- Three mating dog pens, each comprising 13.57sqm with a minimum width of 4.05m and a minimum depth of 3.35m.
- The proposed kennels will be accessed internally from an adjoining secure covered walkway that will contain the facility on its northern and eastern sides and will each include:
    - Concrete flooring.
    - Block side walls.
    - Colourbond roofing.
    - Access controlled connection with an adjoining outdoor dog run.

Outdoor runs / Day pens

- A large outdoor day yard would be located to the south of the proposed kennel facility (offset by approximately 9m).
- The day yard would comprise a grassed area of approximately 840sqm (25m x 33.6m) and would be contained by a 1.8m high galvanised wire mesh fence and surrounded by a landscape hedge.
- Consistent with the current approval, the proposed amended kennel facility would continue to include:
    - a designated waste storage area (adjacent to the western side of the facility); and
    - connection to a wastewater treatment system.

Central exercise yard

- The proposed outdoor runs / day pens would each include a gated connection with a central exercise area comprising 266.87sqm.
- The central exercise yard would be contained by a 1.8m high Colourbond fence on the western side.

Rear exercise yards

- Three exercise yards would be located to the rear/east of the proposed amended kennel facility.
- The rear exercise yards would:
    - Range in size between 63.11sqm and 84.36sqm.
    - Be grassed.
    - Be contained by a 1.8m high galvanised wire mesh fence.
    - Include a sail shade for weather protection.

Large day yard

- A large outdoor day yard will be located to the south of the proposed kennel facility (offset by approximately 9m).
- The day yard will comprise a grassed area of approximately 840sqm (25m x 33.6m) and will be contained by a 1.8m high galvanised wire mesh fence and surrounded by a landscape hedge.
- Consistent with the current approval, the proposed amended kennel facility would continue to include:
    - a designated waste storage area (adjacent to the western side of the facility); and
    - connection to a wastewater treatment system.

The key changes proposed relate to external building materials changing from Colorbond steel to rendered brickwork with a minor (0.45m) increase in overall height, the acoustic treatments to be contained internally to the development replacing a required acoustic fence external to the building, and for the dog kennel to be setback an additional metre from the northern property boundary (increase in setback from 10m to 11m).

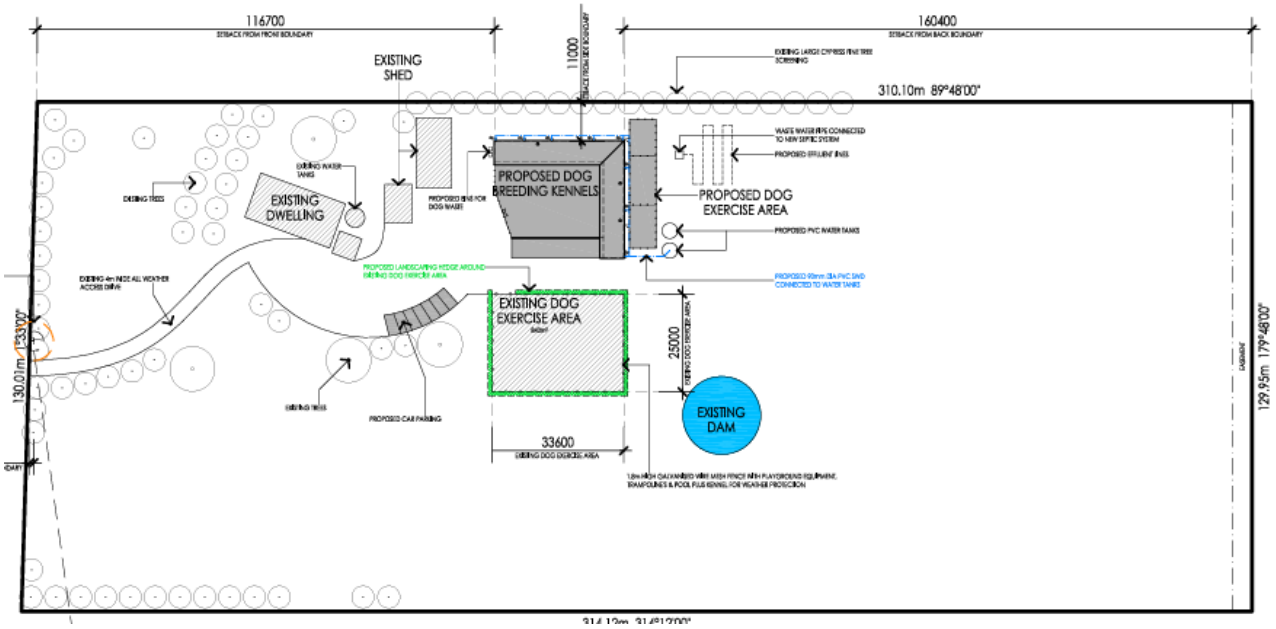


Figure 4: Proposed site layout.

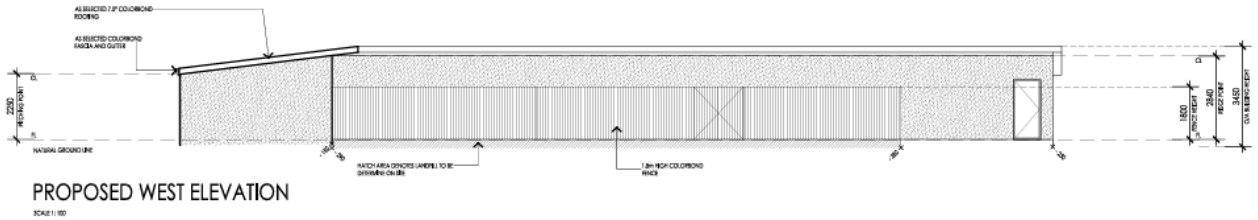


Figure 5: Proposed western elevation.

The proposed business identification signage (shown in Figure 6 below) would be:

- 1.08sqm (0.9m high x 1.2m wide)
- Setback 1m from the front property boundary
- Erected via two star-pickets, resulting in a maximum overall height of approximately 1.5m once erected

- Colorbond steel materials showing the business logo
- Non-illuminated.



Figure 6: Proposed business identification signage.

Aside from these matters, the application proposes administrative changes to the permit conditions. Namely, the application proposes:

- Deletion of Condition 1 which sought amendments to the plans of the original permit which has since been satisfied.
- The amendment of condition details to reflect the planning permit reference number should it be issued (specifically referenced in Conditions 4 and 16).
- Amendments to conditions relating to the acoustic report to reference the newly prepared acoustic report (specifically referenced in Conditions 3 and 5).
- Amendment to Condition 11 relating to waste management to reflect a change in Macedon Ranges Shire Council waste management.
- Deletion of Condition 15 requiring landscaping of the acoustic fence.
- Deletion of Condition 18 which is a duplicate of Condition 12.
- Subsequent renumbering of conditions to reflect these changes.

Relevant Macedon Ranges Planning Scheme controls

Section 46AZK of the Planning and Environment Act 1987

Section 46AZK of the *Planning and Environment Act 1987* and Clause 51.07 of the Macedon Ranges Planning Scheme require Council as a Responsible Public Entity to not act inconsistently with any provision of the Statement of Planning Policy (SOPP) in exercising decision making powers.

The SOPP seeks to ensure that the area's significant landscapes, biodiversity, environmental values, water catchments, agricultural and rural land resources, cultural heritage and settlement character are protected, conserved and enhanced. The development of the land is located within an existing rural landholding and does not require further vegetation removal. The buildings and works are modest in scale, particularly in relation to the size of the property. The proposal is therefore not expected to compromise the valued landscape character of the locality, fragment rural land, or undermine the broader policy intent of maintaining the distinctive non-urban character of the Macedon Ranges. The proposal is not within a significant landscape.

The subject land is not located within a special water supply catchment. Nonetheless, the proposed buildings are to be connected to onsite wastewater management. On balance, the proposal will not be inconsistent with the objectives and strategies of the SOPP. Approval of the application would not cause Council, as a responsible public entity, to act inconsistently with the SOPP.

Planning Policy Framework

Clause no.	Clause name
13.05-1S	Noise management
13.07-1S	Land use compatibility
15.01-6S	Design for rural areas
15.01-6L	Design for rural areas – Macedon Ranges

Zoning

Clause no.	Clause name
35.03	Rural Living Zone – Schedule 5

Overlay

Clause no.	Clause name
N/A	No overlays apply to the subject land.

Particular provisions

Clause no.	Clause name
52.05	Signs

General provisions

Clause no.	Clause name
65	Decision guidelines

Cultural Heritage Management Plan assessment

	Assessment criteria	Assessment response
1	Is the subject property within an area of cultural heritage sensitivity as defined within the cultural heritage sensitivity mapping or as defined in Part 2 Division 3 or 4 of the *Aboriginal Heritage Regulations 2018*?	Yes
2	Does the application proposal include significant ground disturbance as defined in Part 1 Regulation 5 of *Aboriginal Heritage Regulations 2018*?	Yes
3	Is the application proposal an exempt activity as defined in Part 2 Division 2 of *Aboriginal Heritage Regulations 2018*?	No
4	Is the application proposal a high impact activity as defined in Part 2 Division 5 of *Aboriginal Heritage Regulations 2018*?	No

Based on the above assessment, a cultural heritage management plan is not required in accordance with Part 2 Division 1 of *Aboriginal Heritage Regulations 2018.*

The process to date

Referral

Authority (Section 55)	Response
N/A	-

Authority (Section 52)	Response
N/A	-

Advertising

Pursuant to Section 52 of the Planning and Environment Act 1987, the application was advertised on 23 July 2026 by sending notices to the owners and occupiers of surrounding/adjoining land and by requiring a notice to be displayed on the land for a period of 14 days.

A total of eleven objections have been received. The key concerns raised are summarised below:

Residential Amenity and Noise

- Concern about the impact on residential amenity arising from noise generated by the dogs.
- Concern that the proposed acoustic treatment may not adequately mitigate dog noise.
- Concern that any acoustic treatment may not be monitored to ensure it is effective and any appropriate measures taken subsequently to ensure it is made effective, should this not be the case.

Scale and Operation of the Use

- Concern about the number of dogs to be kept on the land.
- Concern that the use has commenced before the associated buildings and works were completed.
- Concern about delays in completing the development and the history of ongoing amenity impacts on nearby residences.

Environmental and Site Management Impacts

- Concern about the management of waste generated by the use and its potential impact on the environmental quality of the surrounding area.
- Concern that the use may adversely affect native wildlife.
- Concern that the property may not be adequately secure and that dogs can escape.

Traffic, Signage, Property Values, Bushfire Risk, and Ethical Concerns

- Concern about traffic generated by the use.
- Concern that the proposed business identification signage is out of character in a non-commercial area.
- Concern about the acceptability of the use having regard to bushfire risk on the subject land and whether the dogs can be evacuated in the event of a bushfire.

- Concern that the proposal may reduce surrounding property values.
- Concerns regarding the ethics of breeding dogs/huskies.

A consultation meeting was held on Thursday 28 August 2026 between the applicant, objectors who opted to attend, Planning Officers, and Councillors. The meeting provided an opportunity to discuss the application in greater detail and the concerns raised by objectors.

Officer assessment

Scope of consideration

In considering an application under section 72 of the *Planning and Environment Act 1987* to amend a planning permit, the Responsible Authority may consider only matters relevant to the proposed changes. The landowner retains the benefit of the existing permit and, if the amendment is refused, may continue or complete the development in accordance with that permit and any approved plans. The amendment application does not provide an opportunity to reconsider the original approval.

In this instance, the applicant seeks changes to the built form, and to construct and display business identification signage. The application does not seek to change or intensify the use of animal keeping (dog breeding) which has been considered and approved by VCAT in the past. As such, the scope of Council as the Responsible Authority are limited to whether the proposed changes in built form and signage are acceptable.

Based on that, the following are relevant to determine whether the proposal is an acceptable planning outcome:

- Whether the proposed changes to the built form respond appropriately to the planning policy context and physical context including the area's character.
- Whether the proposed built-form change would cause unacceptable amenity impacts compared with the permitted built form.
- Whether the proposed signage responds in an acceptable way to the planning policy context and the physical context including the area's character.
- Objector concerns.

These matters are addressed in turn below.

Whether the proposed amendment to the built form responds in an acceptable way to the planning policy context and physical context including the area's character.

The subject land is located within the Rural Living Zone – Schedule 5 (RLZ5) and is not affected by overlays. The purpose of the Rural Living Zone is to consider siting, design, height, bulk, colours and materials in assessing whether a development is acceptable.

The proposed built-form amendments are limited to external material changes. The development is consistent with the approved plans in location, layout, footprint and maximum roof height, despite an approximately 450mm increase in the overall height of the development to the roof apex to 3.45m. The external cladding would change from cream Colorbond steel to rendered blockwork, a conventional material compatible with the surrounding built form meaning that the development would sit comfortably within the landscape. Accordingly, the changes would not affect the proposal's response to surrounding character or planning policy context.

A condition is recommended to require the proposed building be screened with landscaping for the length of the development between the northern elevation and the northern side property boundary. This would result in an acceptable outcome considering what is currently approved. Potential amenity outcomes arising from this change are detailed below.

The southern dog exercise yard is proposed to be screened with landscaping for the entire perimeter, except for the accessway. This is an appropriate outcome to the site's context to soften the appearance of the buildings and minimise visual impacts.

Officers recommend the addition of a permit condition requiring the proposed three exercise yards (to the immediate east of the breeding kennels) be further setback from the northern boundary. The exercise yards would be further south, ensuring they are at least 11 metres from the northern boundary in line with the approved and proposed kennels.

Additionally, officers recommend the inclusion of a permit condition to ensure the exercise yards are screened with suitable landscaping between the exercise yards and the northern side property boundary and along the eastern elevation of the exercise yards, for the length of the development. The applicant seeks to rely on existing landscaping along the neighbours' property boundary; however, it is not appropriate to rely purely on screening which is not owned and maintained by the permit holder. This landscaping could be removed or otherwise altered in a way which would stop it from acting as a screen to the development.

Overall, the proposed amendments do not result in significant changes to the built form of the approved development in terms of visual impact and response to the neighbourhood character. The amendments are therefore recommended for support.

Whether the proposed change in built form would result in unacceptable amenity impacts compared to the permitted built form.

The purpose of the Rural Living Zone is to provide for residential use in a rural environment, encourage use and development of land based on comprehensive and sustainable land management practices, and to protect and enhance the natural resources, biodiversity and landscape and heritage values of the area. Protection of local amenity is an important aspect of this purpose.

The approved land use may result in amenity impacts outside of the expectations of the zone. However, in considering the effects of the proposal in terms of potential adverse amenity impacts, Council as the Responsible Authority is confined to considering whether the changes would result in further or unacceptable amenity impacts, based on what has been approved. The primary amenity impact is noise associated with the approved use of the land. In the scope of this amendment application Council can consider how the proposed changes in built form may affect how the noise of the already approved use is experienced off-site.

Council has received eleven objections to the application, with concerns raised relating to ongoing amenity impacts, particularly noise emanating from the existing use. Written objections and discussion at the consultation meeting described ongoing dog howling associated with the permitted breeding use.

In support of the current application, *SLR Consulting Australia Pty Ltd (SLR)* prepared a revised Acoustic Assessment which concluded that the proposed built form changes would enable the use to comply with relevant noise legislation. This relies on the buildings being approved and completed. The assessment considered noise levels measured by SLR in October 2025 and the kennel enclosures and barriers shown in the Ultimate Design and Drafting plans dated 20 February 2026.

The Acoustic Report states that the amended built form was developed with input from the acoustic consultant to improve noise attenuation in comparison to the currently approved development. Noise attenuation measures are directly incorporated into the built form of the dog kennels. It recommends a combination of operational practices and built-form measures to mitigate dog-noise impacts and maintain compliance.

The report identifies the following key acoustic features of the amended kennel design:

- *A solid wall is provided to the north to control noise to the nearest noise sensitive receiver (R1). There are windows in the north wall of the kennels however these will be required to be kept closed during the night period.*
- *Fully enclosed masonry kennels. The dogs will be inside, with access doors to the dog runs closed at night.*
- *Provision of 140mm thick R3.3 Medium Density Anticon (foil and insulation product combined) to the underside of the Colorbond roof.*
- *Provision of a 2.8m high acoustic barrier between kennel runs and sensitive receiver to the south (R3).*
- *1.8m high acoustic barrier between kennel runs and the sensitive receiver to the west (R2). This receiver also receives shielding from other on-site buildings.*
- *4 x whirlybird style ventilators in the roof, two in the north leg of the building and two in the east leg.*

Overall, the noise from the new buildings is considered compliant with all relevant noise legislation provided that the operational guidelines detailed in Section 7.0 of the report are met. Despite this, an existing condition of the permit ensures that further monitoring occurs post-development to ensure that the use remains compliant with all legislation and regulations. Condition 4 requires this as follows:

> *Within 3 months of the completion of the dog breeding kennels shown on the endorsed plans under Planning Permit PLN/2017/296/A, a post construction assessment of noise measurement report to demonstrate compliance with the applicable noise standards must be carried out and submitted to the Responsible Authority for its approval. The report must make recommendations for any further work to ensure compliance with the endorsed acoustic report recommendations and applicable noise standards is achieved and maintained.*

To operationalise this requirement, the condition should be amended to ensure that it references the approved development rather than specifying a now redundant PLN/2017/296/A. The condition would require the permit holder to undertake any further works needed to achieve compliance if the completed development does not meet the applicable standards. Although the amended development is assessed to comply through the proposed new design measures, the condition provides additional assurance that any non-compliance would be rectified. Any recommended works would be required to be undertaken.

Objectors raised other concerns which related to the use of the land, including:

- Concern about the number of dogs kept on the land.
- Concern that the use commenced before associated buildings and works were completed.
- Concern about management of waste generated by the use and its potential impact on the environmental quality of the area.
- Concern that the use may adversely affect native wildlife.
- Concern about traffic generated by the use.
- Concern about the acceptability of the use having regard to bushfire risk on the subject land and whether the dogs can be evacuated in the event of a bushfire.
- Ethical concerns regarding the land use.

The approved use is causing amenity and noise issues exceeding what some neighbours would consider acceptable. Any improvement to the current circumstances – including building with more acoustically appropriate materials – would be a net positive outcome for neighbours. As the proposed use cannot be revisited, the new materials, layout and finishes are acceptable and recommended for support. On the other hand, to not approve changes in materials would be to maintain the status quo, which appears unacceptable to objectors.

For these reasons, officers are recommending support of the amended built form and materials. The consulting report prepared by the applicant demonstrates an improved acoustic performance and this should improve the overall noise and amenity concerns raised by objectors.

Whether the proposed signage responds in an acceptable way to the planning policy context and the physical context including the area's character.

In assessing the proposed sign, Council must consider the decision guidelines at Clause 52.05-8 which broadly seek to consider character, impacts on views and vistas, the relationship of signage to the building or landscape, impacts on road safety and illumination.

The land is in a Category 3 High Amenity Area. The proposed non-illuminated sign It is acknowledged that the signage would be located within the property, use simple, non-reflective materials, is non-illuminated, and would neither protrude above buildings or significant landscape features nor create road safety concerns.

However, the proposed signage would result in an unacceptable outcome considering the rural character of the surrounding area. The sign would be visible from surrounding properties, introduce a commercial character within a high-amenity residential area where there is currently no signage and result in a discordant and visually objectionable addition to the Tweddle Road streetscape. This is not a commercial area, nor it is nearby township boundaries; the bucolic rural character must be respected and preserved in planning decisions.

The sign's bright blue colours would make it prominent in a local landscape interspersed with a palette of earthen tones, namely greens and browns. With a display area of 1.08sqm and a maximum height of 1.5m, the sign's size and discordant palette would be disproportionate to this sensitive setting and incompatible with its character, resulting in an unacceptable planning outcome. For these reasons, it is recommended that Council support a condition requiring the deletion of this sign.

Objector concerns.

The application received objections from many surrounding properties. Most concerns raised ongoing amenity impacts from the noise of the existing use of the land. Objections, and discussion during the consultation meeting, detailed ongoing impacts from howling of dogs kept on the subject land in association with the permitted use dog breeding. This matter has been considered, and the land use cannot be revisited by this application to amend the permit.

Remaining concerns relate mainly to the use commencing before completion of the development, waste management, and potential effects on surrounding property values. It is a well-established planning principle that effects on the market value of nearby land are not a relevant planning consideration. Relevant considerations are set out in section 60 of the *Planning and Environment Act 1987*, the applicable planning controls, and state and local planning policies, none of which identify property values as a consideration in this instance. However, the underlying issues which may have an impact on property values, such as amenity impacts, may be relevant and have been addressed earlier in this report.

The commencement of the use prior to the completion of the development was considered in a recent VCAT proceeding and is not proposed to be amended in the current application. Waste management primarily relates to the approved use and does not require further consideration, as the proposal would not substantially change existing waste-management arrangements.

Objections also raised concerns about whether the proposed material changes would adequately contain odour and other waste impacts. The buildings would be connected to an onsite wastewater management system, and a permit condition is recommended to require appropriate waste treatment and regular cleaning of the site.

Overall, the concerns raised by the objectors in written submissions and discussed at the consultation meeting which are within the scope of consideration for this amendment application have either been demonstrated to be addressed adequately in the application materials or can otherwise be suitably addressed through permit conditions.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Amended Plans

1. Before the development and/or use commences, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The plans must be prepared to a professional standard, be to scale, fully dimensioned, and submitted in electronic format. The plans must be generally in accordance with the plans submitted with the application but amended to show:
   a) A site plan, generally in accordance with the plan titled 'Proposed Site Plan' prepared by ultimate design and drafting pty. Ltd, but amended to:
      i. include all three proposed dog exercise areas immediately to the east of the hereby approved dog breeding kennels relocated to ensure they are set back at least 11 metres from the northern side property boundary to the satisfaction of the Responsible Authority.
      ii. remove of all signage and notations referencing signage.
   b) A Landscape Plan in accordance with Condition 15 of this permit.

   When approved, the plans will be endorsed and will then form part of this permit and must be complied with at all times.

Layout not altered

2. The layout of the use and development on the endorsed plans must not be altered without the written consent of the Responsible Authority.

3. Noise attenuation measures, as shown on the endorsed plans, must be installed and maintained at all times to ensure that sensitive receptors are not negatively impacted, to the satisfaction of the Responsible Authority.

4. Within 3 months of the completion of the dog breeding kennels shown on the endorsed plans, a post construction assessment of noise measurement report to demonstrate compliance with the applicable noise standards must be carried out and submitted to the Responsible Authority for its approval. The report must make recommendations for any further work to ensure compliance with the endorsed acoustic report recommendations and applicable noise standards is achieved and maintained.

5. The noise attenuation measures and administrative controls described in the endorsed acoustic report must be implemented and adhered to at all times, to the satisfaction of the Responsible Authority.

6. Not more than a total of 20 dogs as part of the breeding operation may be kept on the land at any one time. This total must be comprised of: Not more than 8 fertile females dogs (over 12 months of age);
   a) Not more than 2 fertile male dogs (over 12 months);
   b) No puppies over 3 months and under 12 months of age; and
   c) Not more than 10 puppies (under 12 weeks of age). (These puppies do form part of the total). Not more than 10 puppies (under 12 weeks of age). (These puppies do form part of the total).

7. In addition to the number of dogs listed in Condition 6 up to five (5) pet/companion de-sexed adult dogs may be kept on-site.

8. Where external lighting is provided it must be fitted with suitable baffles and located so as to prevent the emission of direct light into adjoining properties or roadways to the satisfaction of the Responsible Authority.

9. The submitted Management Plan dated February 2026, when endorsed by the Responsible Authority shall form part of the permit and must be complied with to the satisfaction of the Responsible Authority.
10. Dog food must be stored in vermin proof containers to the satisfaction of the Responsible Authority.

11. All solid waste associated with the keeping of the dogs must be collected, stored, treated and disposed of to the satisfaction of the Responsible Authority. This includes the collection of waste from the kennels on a daily basis and removal from the site on a fortnightly basis to the satisfaction of the Responsible Authority. The dog pens and surrounding area must be kept in a clean and hygienic state, to the satisfaction of the Responsible Authority.

12. The amenity of the locality must not be adversely affected by the activity on the site, the appearance of any buildings, works or materials, emissions from the premises or in any other way, to the satisfaction of the Responsible Authority.

13. Noise emitted from the premises must not exceed the recommended levels set out in Noise from Industry in regional Victoria (NIRV; EPA Publication 1411, October 2011) or as amended, to the satisfaction of the Responsible Authority.

14. Dogs that are found to be barking are to be effectively quieted and brought indoors if required within 15 minutes.

Landscape Plans

15. Prior to the commencement of the use of the land for dog breeding, a Landscape plan must be prepared to the satisfaction of the responsible authority. The plan must show the provision of a minimum 2.0m wide landscape strip along the northern and eastern elevations of the dog kennels and exercise yards to the immediate east of the dog kennels, as shown on the endorsed plans. The landscape plan must detail the number of trees (1.8m minimum height at planting) and type of species to ensure a softening of the visual impact of the rendered wall and dog exercise yards. Once approved the landscape plan shall form part of this permit.

16. All landscaping shown on the endorsed plans must be established prior to commencement of use of the dog breeding kennels.

Discharge or Seepage of Waste or Chemical.

17. There must be no discharge or seepage of waste or chemicals from the premises to the land or (including stormwater) environments, to the satisfaction of the Responsible Authority.

Local Laws Unit conditions

18. The applicant must at all times fully comply with all relevant Victorian animal legislation including the Domestic Animals Act 1994, the Prevention of Cruelty to Animals Act 1986, subordinate Regulations and Codes of Practice of these Acts, and any new legislation related to the keeping, breeding, rearing, advertising, and sale of dogs/puppies in Victoria.

19. The applicant must at all times comply with Macedon Ranges Shire Council Local Laws No. 10, to the satisfaction of the Responsible Authority.

20. All dogs must be currently registered at the premises and the premises must be registered as a Domestic Animal Business.

Health Unit conditions

21. Any works are not to interfere with the functioning of the existing waste water system to the satisfaction of the Responsible Authority.

22. The operation of the premises as a dog kennel shall not cause a nuisance to neighbouring properties due to excessive noise by any means (including through dogs barking, audio stimulation for the dogs, or through quad bike use) solid waste, or wastewater.

23. A graded and drained floor area with a straining pit shall be provided. All wastewater generated from the operation of the dog kennels shall be discharged into a wastewater system to a design approved by Council's Environmental Health Officer.

Permit expiry

24. This permit will expire if one of the following circumstances applies: The development is not commenced within 2 years of the date of this permit.

    a) The development is not completed within 4 years of the date of this permit.
    b) The use is not commenced within 2 years of the completion of the development.
    c) The use is not commenced within 2 years of the completion of the development.

    The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within 6 months afterwards if the development has not commenced, or 12 months after if the development has commenced but is not yet completed.

PE.5	**PLN/2019/315/B - 72-74 FERRIER ROAD NEW GISBORNE VIC 3438**
Application Details:	**GTH Project**
Officer:	**Anita Smith, Principal Planning Officer**
Council Plan relationship:	**Our Places**
Attachments:	**1. Draft conditions ⇩** **2. Amended Plans (under separate cover) ⇨** **3. Swept Path Analysis Plan ⇩** **4. Amended Landscape Concept Plan ⇩** **5. Amended Town Planning Report (under separate cover) ⇨** **6. Amended Heritage Impact Statement (under separate cover) ⇨** **7. Amended Landscape Heritage Assessment ⇩** **8. Arborist Report (heritage trees highlighted) (under separate cover) ⇨** **9. Amended Internal Tree Protection Management Plan (under separate cover) ⇨** **10. Amended Bushfire Planning Report ⇩**
Triggers for a planning permit	Clause 32.08 (General Residential Zone) - A permit is required for subdivision. Clause 32.08 (General Residential Zone) - A permit is required for a Section 2 Use. Clause 32.08 (General Residential Zone) - A permit is required to Construct a building or construct or carry out works in relation to a Section 2 Use. Clause 43.01 (Heritage Overlay) - A permit is required to Construct a building or construct or carry out works. Clause 43.01 (Heritage Overlay) - A permit is required for the removal of trees. Clause 52.17 (Native vegetation removal) - A permit is required to remove native vegetation. Clause 52.05 (Signs) - A permit is required to construct or put up for display a sign.
Zones and Overlays	General Residential Zone, Schedule 1 (GRZ1) Development Contributions Plan Overlay, Schedule 2 (DCPO2) Heritage Overlay, Schedule 270 (HO270) Development Plan Overlay, Schedule 16 (DPO16)
No. of objectors	N/A – Exempt from notice

Trigger for report to **Council**	Any applications to amend PLN/2019/315 to proceed to a Council Meeting for decision as per Council resolution 2025/128.
Key Considerations	The scope of consideration for an application to amend an existing permit. Whether the proposed changes to the landscaping, revised road layout and additional dwelling remain consistent with the relevant planning policy framework and the approved planning outcomes for the site. Whether the amended design of the existing heritage homestead and stables, and the proposed removal of trees, is consistent with the Heritage Overlay and the relevant planning policy framework. Whether the proposed alterations to the fencing, gates and business identification signage are consistent with Clause 52.05 (Signs), the Heritage Overlay and the relevant heritage policy objectives. Whether the proposal provides appropriate car parking and vehicle access in accordance with Clause 52.06 (Car Parking).
Conclusion	The proposed amendments to the approved retirement village are minor and do not significantly alter the approved land use or the planning outcomes previously approved. The development continues to achieve an acceptable level of compliance with the relevant planning provisions affecting the site, while maintaining appropriate heritage, landscape and environmental outcomes. Accordingly, the proposed changes are considered to represent an acceptable planning outcome and warrant support.
Date of receipt of application:	6 July 2026.

Summary

Planning Permit PLN/2019/315 was issued on 30 July 2021. The permit allows the use and development of a retirement village, partial demolition, alteration and additions including external painting to existing building covered by Heritage Overlay, removal of native vegetation and 2 lot subdivision at 72-74 Ferrier Road New Gisborne.

This planning amendment application seeks to amend the approved permit in the following manner:

- Removal of the sales office, four associated car parking spaces and an amended road layout.
- Provision of one additional dwelling increasing the total number of dwellings from 116 to 117.
- Introduction of a secure entrance gate and fencing set back from Ferrier Road.
- Alterations to landscaping.
- Revised design and configuration of the clubhouse to expand resident facilities.

- Revised treatment of the existing homestead including separation from the clubhouse and provision of a courtyard.
- Revised treatment of the former stables.
- Removal of 7 non-native trees in the Heritage Overlay, and retention of 1 non-native tree in the Heritage Overlay previously approved for removal.
- Changes to internal landscaping including relocation of the bowling green and revised planting.
- Amendments to the internal footpath network.
- Updated fencing schedule including new security fencing elements.
- Introduction of business identification signage located within the site on the internal security fencing.
- Display of business identification signage included in the permit preamble.
- Amendment to the wording of condition 1.m) to allow the provision of signage on-site.

Public notice of the application was not undertaken as the application is exempt under the provisions of the Development Plan Overlay affecting the site.

As part of Council resolution 2025/128 relating to the previous amendment to this permit, Councillors have requested that this application proceed to a Council Meeting for decision.

Recommendation

That Council issue an Amended Planning Permit for the use and development of retirement village, partial demolition, alteration and additions including external painting to existing building covered by Heritage Overlay, removal of native and non-native vegetation, a two (2) lot subdivision and the display of business identification signage subject to the conditions contained in Attachment 1 of this report.

Existing conditions and relevant history

Subject land

The subject site comprises two lots, known as 72 and 74 Ferrier Road, New Gisborne.

72 Ferrier Road is irregular in shape with an area of approximately 7.9ha. Substantial earthworks are being undertaken on the lot at present to facilitate the approved development. Vegetation has been retained in accordance with the approval. A declared waterway traverses the site in a northwest/southeast direction.

74 Ferrier Road is irregular in shape with an area of approximately 8.4ha. It contains an existing single storey dwelling and ancillary outbuildings known as Westport, built in 1904 and covered by Heritage Overlay (HO270). The site will retain patches of high value native vegetation and a large portion of the site is dedicated to the same declared waterway and a water basin managed by Melbourne Water.

Both lots are located within the General Residential Zone and form part of an approved Development Plan Overlay (DPO16) dividing the land into development and conservation areas.

As illustrated in Figure 1 below, substantial works are currently underway to facilitate construction of the approved retirement village.

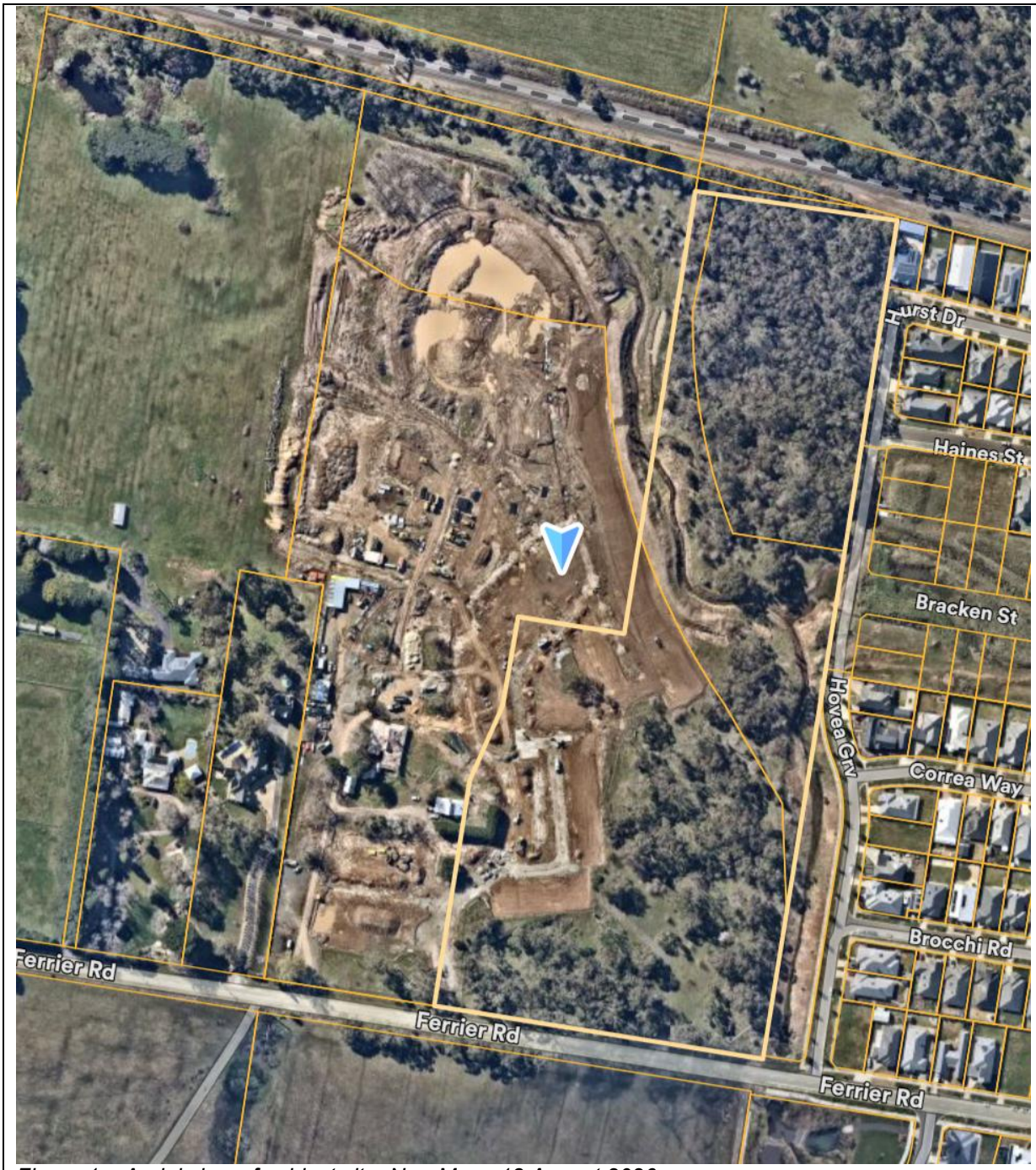


Figure 1 – Aerial view of subject site, NearMaps 18 August 2026

Surrounds

The site is located to the north-west of the New Gisborne Township. North of the site is the VicTrack railway track running in an east-west direction. Land to the west is zoned Rural Living made up of larger low-density residential lots. Land to the east is occupied by a developing 148 lot residential subdivision. Land to the south is also residential and has approval for a 180-lot residential subdivision. No development is occurring on this site at present.

A zoning map is provided at Figure 2 (below) for reference.

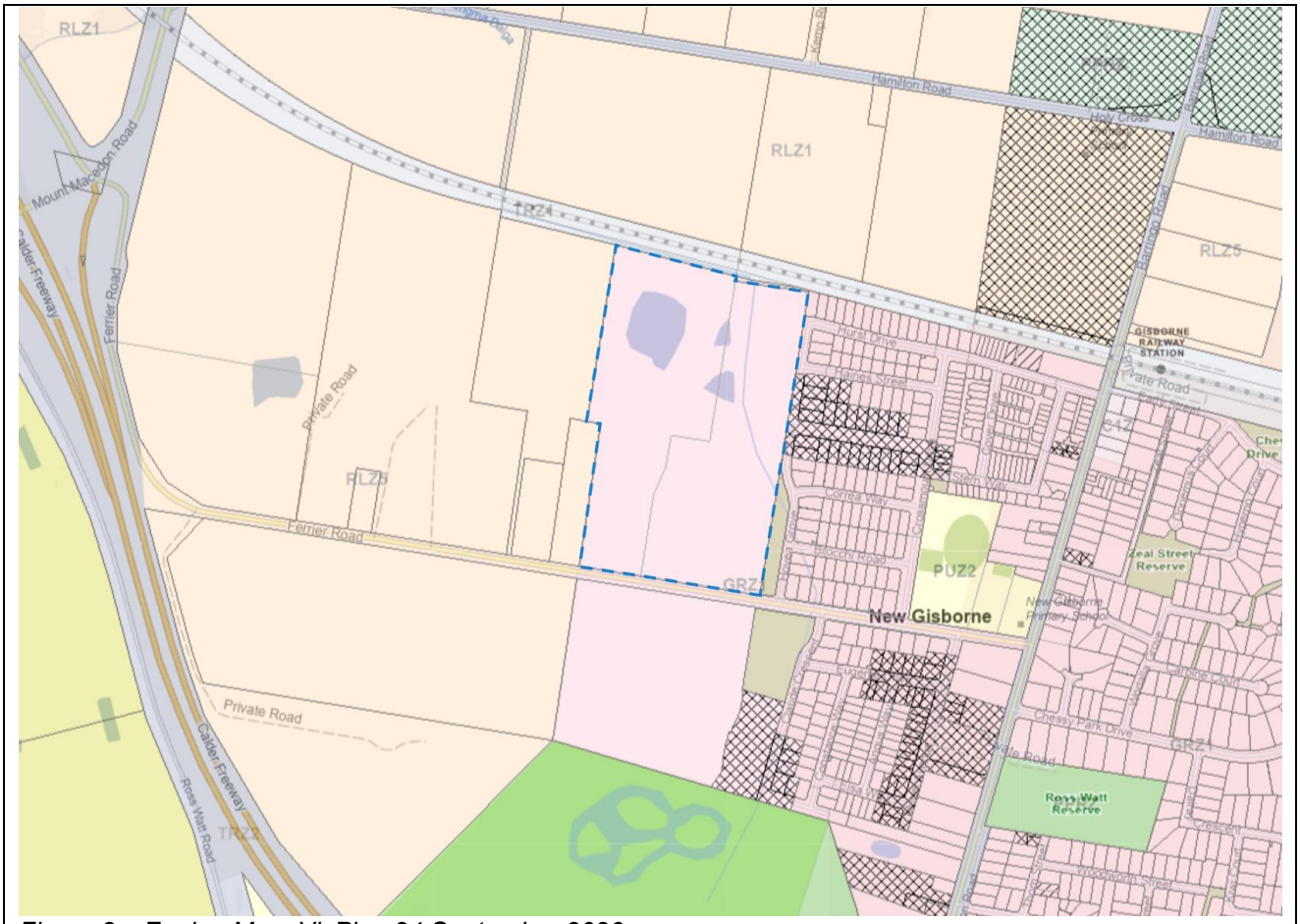


Figure 2 – Zoning Map, VicPlan 24 September 2026

Registered restrictive covenants and/or Section 173 Agreements affecting the site

A current copy of title has been provided with the application which shows no Covenants, Section 173 Agreements or restrictions have been registered on the title to this property.

Previous planning permit history

A search of Council's records has found the following permit history:

Permit No.	Description
PLN/2019/315	The permit allows the use and development of a retirement village, partial demolition, alteration and additions including external painting to existing building covered by Heritage Overlay, removal of native vegetation and two (2) lot subdivision – issued 30 July 2021.
PLN/2019/315/A	The amended planning permit was issued on 3 November 2025. The amended permit allowed for: • An increase in the number of villas from 96 to 116. • Amendments to the internal road network. • Amendments to the landscape plan. • Removal of trees in the Heritage Overlay.
PLN/2019/31	The permit allows the removal of native vegetation to enable construction of a Melbourne Water retarding basin and drainage channel – issued 12 March 2020.

PLN/2025/189	The permit allows for the removal of native vegetation to facilitate roadworks to create a passing lane on the southern side of Ferrier Road, public car parking on the northern side of the road and associated drainage infrastructure associated with the approved retirement village – issued 5 June 2026.

Proposal

The application seeks approval for an amended planning permit including amendments to the permit preamble, permit conditions and the endorsed plans.

Figure 3 (below) illustrates the proposed amended overall masterplan in comparison with the existing endorsed masterplan.

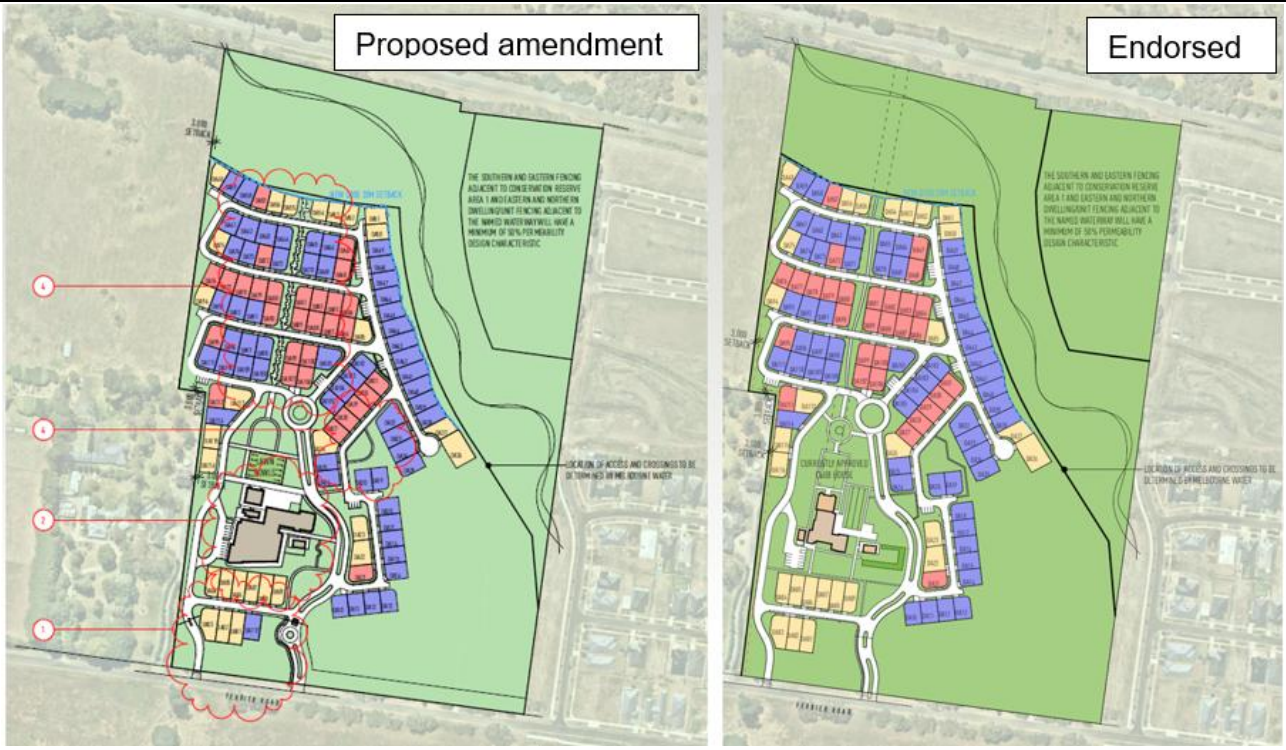


Figure 3 – The proposed amended overall masterplan in comparison with the existing endorsed masterplan.

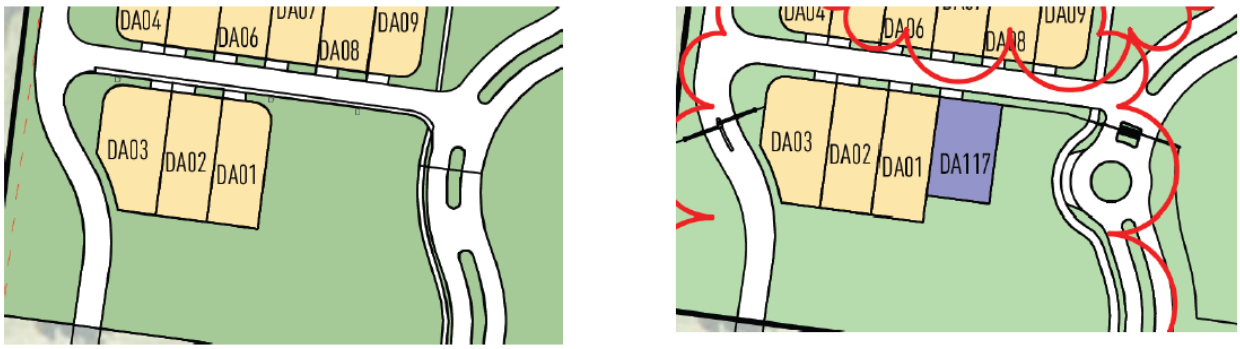
The proposed changes are detailed below.

Amendments to the approved layout of development

The proposed amendment seeks to remove the approved sales office and replace it with one additional dwelling as shown in Figure 4 below.

It is noted that there was a discrepancy between the architectural plan and landscape drawings previously endorsed and the land sales office was omitted from the master plan but shown on the landscape plan.

The additional dwelling increases the total number of dwellings from 116 to 117. The new dwelling lot would accommodate one of the previously endorsed villa designs.



As endorsed – Architectural Plan

Proposed amended design – Architectural Plan

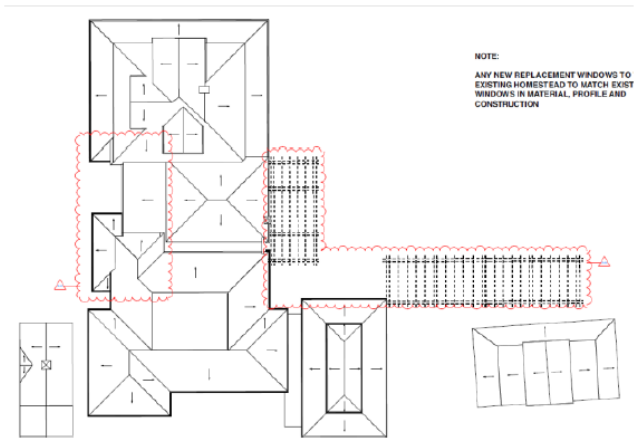
Figure 4 – Section of the master plan providing a comparison of the existing and proposed road layout and location of additional dwelling taken from the applicants' submission.

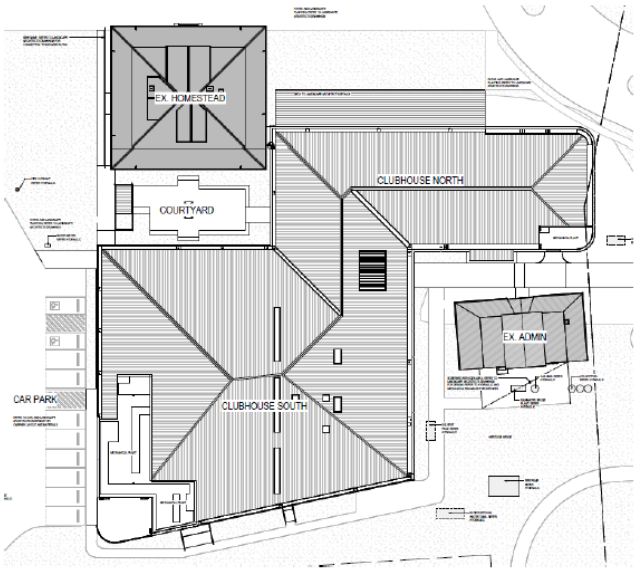
The proposed amendment also seeks changes to the approved clubhouse, homestead and former stables as illustrated in Figure 5 below, including:

- The endorsed plans show the clubhouse as an extension of the homestead. The amendment proposes a revised design whereby the clubhouse wraps around the homestead, creating separation between the buildings and introducing a central courtyard between them.

  The homestead and clubhouse combined had an overall development footprint of approximately 980sqm in the endorsed plans. The proposed amendments would increase this to approximately 2,500sqm.

- The provision of additional amenities within the clubhouse including:
  - Larger pool to now accommodate a two-lane 25m indoor pool.
  - Larger communal hall area, incorporating a dancefloor for community events.
  - Ten-pin bowling lane.
  - Sauna.
  - Golf simulator.
  - Craft/art room.
  - Billiards room.
  - Designated cinema room.
- The historical stable building is proposed to be utilised as an administration building rather than a workshop, as previously approved.
- Inclusion of timber deck to the north of the clubhouse.





As endorsed *Proposed amended design*

Figure 5 – Comparison of the endorsed and proposed clubhouse taken from the applicants' submission.

Amendments to the road layout

Amendments to the road layout are illustrated in Figure 3 above and include:

- Reconfiguration of the vehicle accessway to include a roundabout.
- A revised layout of carparking to the west of the clubhouse and homestead.

Amendments to the approved landscape plan

Amendments to the landscaping are illustrated in Figure 6, 7 and 8 below, and include:

- Amendments to the landscaped area within the front setback.
- Revised location of the bowling green.
- Amendments to the alignment of the footpath network.
- Inclusion of a courtyard to the rear of the homestead.
- An additional garden proposed within the existing heritage hedged area.





As endorsed *Proposed amended design*

Figure 6 – Section of the master plan providing a comparison of the existing and proposed Ferrier Road arrival experience taken from the applicants' submission.



As endorsed

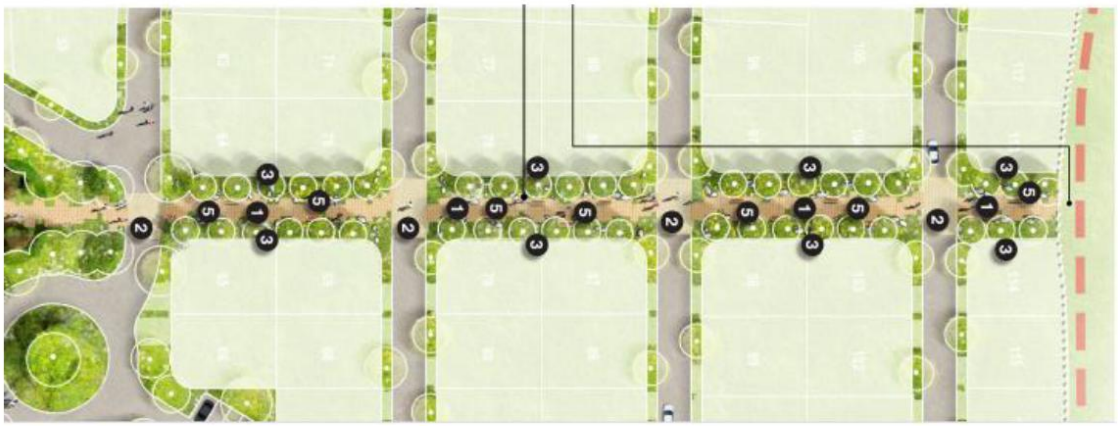


Proposed amended design

Figure 7 – Comparison of the endorsed and proposed landscape concept plan illustrating amendments to landscaping and additional tree removal taken from the applicants' submission.



As endorsed



Proposed amended design

Figure 8 – Comparison of the endorsed and proposed landscape concept plan illustrating amendments to the internal footpath taken from the applicants' submission.

Amendment to approved tree removal

The additional tree removal is illustrated in the location of the amended clubhouse design in Figure 7 above and includes a net increase of six non-native trees that would be removed to accommodate the revised clubhouse building. Tree 68C was approved for removal but is now proposed to be retained. Seven trees (63C, 64C, 70C, 71C, 72C, 73C and 75C) are now proposed for removal.

Amendments to fencing

The proposed amendments as illustrated in Figures 9 and 10 below include:

- Fencing at the rear of dwellings with a southern interface altering from 1.2m to 1.8m.
- Remove the approved entrance gates in the front fence along the southern boundary on Ferrier Road.
- Include a new security gate and entry wall set back from Ferrier Road.
- Addition of a 1.8m fence adjacent to the security wall. This fencing would maintain 50% permeability.



As endorsed



Proposed amended design

Figure 9 – Comparison of the endorsed and proposed front fence treatment to Ferrier Road taken from the applicants' submission.



Figure 10 – Comparison of the endorsed and proposed front fence treatment to Ferrier Road taken from the applicants' submission.

Inclusion of business identification signage

It is proposed to install a sign on the rock wall on the new security entrance gates setback from Ferrier Road. The location and elevation of the proposed sign is illustrated in Figure 11 below.

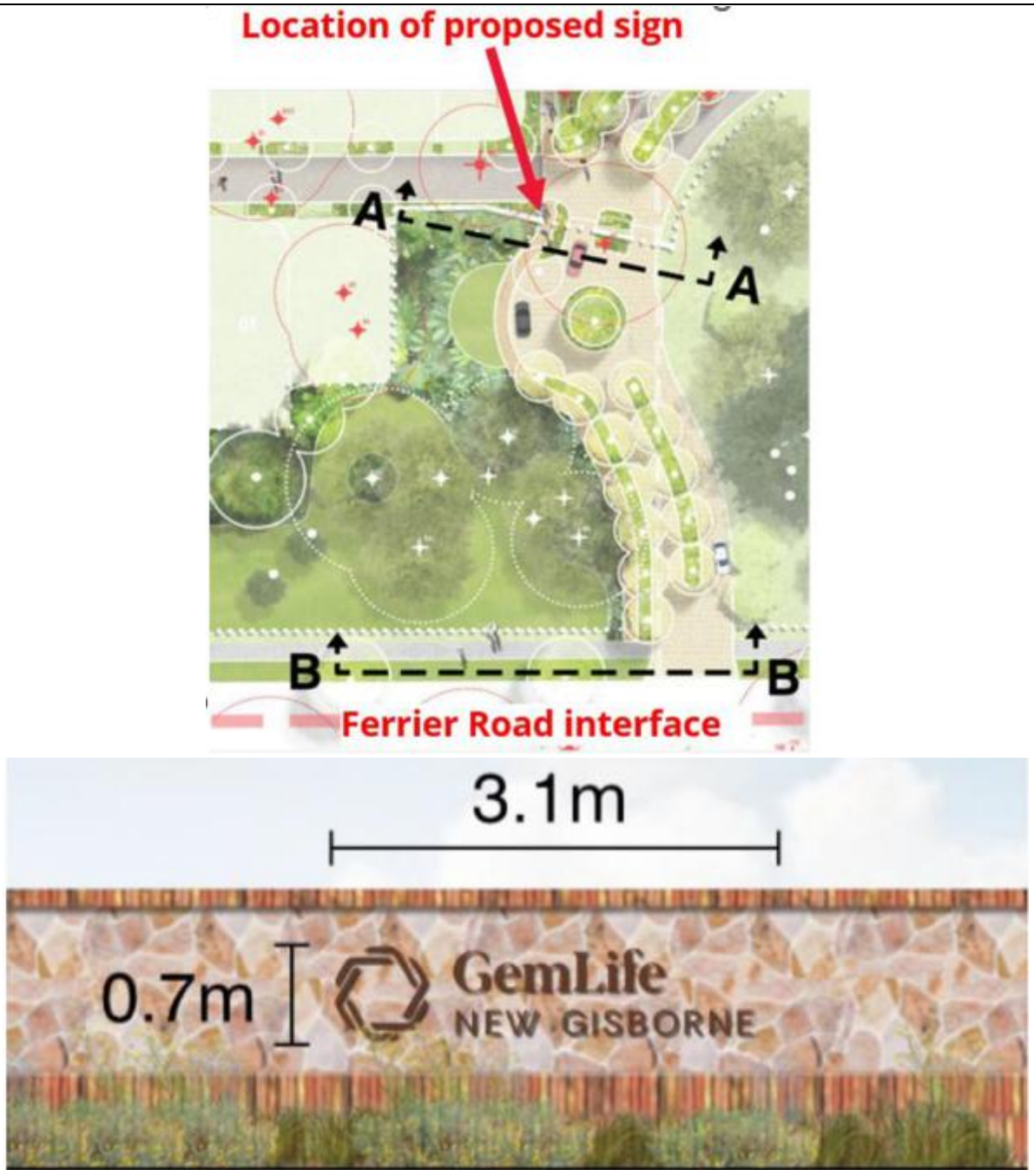


Figure 11 – Location and elevation of proposed sign taken from the applicants' submission.

To facilitate the signage, it is proposed to reword Condition 1m) of the permit that required removal of signage as follows:

Current wording:

m) Amended landscape plan to remove business identification signage on stonewall.

Proposed wording:

m) Amended landscape plan to remove business identification signage on stonewall along Ferrier Road.

Relevant Macedon Ranges Planning Scheme controls

Section 46AZK of the Planning and Environment Act 1987

Section 46AZK of the *Planning and Environment Act 19*87 and Clause 51.07 of the Macedon Ranges Planning Scheme require Council as a Responsible Public Entity to not act inconsistently with any provision of the Statement of Planning Policy (SOPP) in exercising decision making powers. Attachment 1 contains the officer assessment against the SOPP.

The SOPP provides a framework to ensure the outstanding landscapes, layers of settlement history, impressive landforms, and diverse natural environment of the Macedon Ranges are protected and conserved and continue to be of special significance to the people of Victoria. It celebrates the inexorable links between Country and Aboriginal Victorians.

This application seeks minor amendments to an approved retirement village. The current approval has previously considered the cultural heritage values, bushfire risk, native vegetation and biodiversity implication and existing heritage fabric on-site. The proposed amendments do not alter this assessment having regard to the overall principles of the SOPP.

Planning Policy Framework

Clause no.	Clause name
02.03-1	Settlement
02.03-5	Built environment and heritage
02.03-6	Housing
02.03-7	Economic development
02.04	Strategic framework plans
11.01-1S	Settlement
11.01-1R	Settlement - Regional Victoria
11.01-1L	Settlement - Gisborne (including New Gisborne)
11.03-3S	Peri-urban areas
11.03-3L	Peri-urban area - Gisborne (including New Gisborne)
12.01-1S	Protection of biodiversity
12.01-1L	Protection of biodiversity – Macedon Ranges
12.01-2S	Native vegetation management
12.03-1S	River and riparian corridors, waterways, lakes, wetlands and billabongs
12.03-1L	River corridors, waterways, lakes and wetlands – Macedon Ranges
15.01-1S	Urban design
15.01-1L	Urban design – Macedon Ranges
15.01-2S	Building design
15.01-4S	Healthy neighbourhoods
15.01-5S	Neighbourhood character
15.01-5L	Neighbourhood character – Macedon Ranges townships
15.03-1S	Heritage conservation
15.03-2S	Aboriginal cultural heritage
16.01-1S	Housing supply

16.01-1L	Housing supply - Macedon Ranges

Zoning

Clause no.	Clause name
32.08	General Residential Zone

Overlay

Clause no.	Clause name
43.01	Heritage Overlay Schedule 270: Westport 72-74 Ferrier Road, New Gisborne
43.04	Development Plan Overlay Schedule 16: New Gisborne Growth Area
45.06	Development Contributions Overlay Schedule 2: Gisborne Development Contributions Plan

Particular provisions

Clause no.	Clause name
52.17	Native Vegetation
53.18	Stormwater Management in Urban Development
52.01	Public Open Space Contribution and Subdivision
52.06	Car parking

General provisions

Clause no.	Clause name
66	Referral and Notice Provisions
65	Decision Guidelines

Cultural Heritage Management Plan assessment

	Assessment criteria	Assessment response
1	Is the subject property within an area of cultural heritage sensitivity as defined within the cultural heritage sensitivity mapping or as defined in Part 2 Division 3 or 4 of the *Aboriginal Heritage Regulations 2018*?	Yes
2	Does the application proposal include significant ground disturbance as defined in Part 1 Regulation 5 of *Aboriginal Heritage Regulations 2018*?	Yes
3	Is the application proposal an exempt activity as defined in Part 2 Division 2 of *Aboriginal Heritage Regulations 2018*?	No
4	Is the application proposal a high impact activity as defined in Part 2 Division 5 of *Aboriginal Heritage Regulations 2018*?	Yes

A Cultural Heritage Management Plan (CHMP) has previously been approved for the site in accordance with the *Aboriginal Heritage Regulations 2018*. As the proposed amendments do not materially alter the extent or nature of the approved development, no amendment to the approved CHMP is required as a result of this application.

The process to date

Referral

Authority (Section 55)	Response
Department of Energy, Environment and Climate Action	No objection – no change to existing conditions of permit.
Melbourne Water	No objection – no change to existing conditions of permit.
Transport for Victoria	No objection – no change to existing conditions of permit.
Greater Western Water	No objection – subject to additional standard conditions requiring the development to connect to reticulated sewer and water.

Authority (Section 52)	Response
MRSC Engineering	Supported the proposal – no change to existing conditions of permit.
MRSC Strategic Planning	Supported the proposal.
MRSC Heritage Advisor	Supported the proposal – no change to existing conditions of permit.
MRSC Open Space (Parks and Gardens)	Supported the proposal – no change to existing conditions of permit.
CFA	No objection – subject to amended conditions relating to the provision of hydrants and road construction standards for firefighting purposes.
VicTrack	No response received within the statutory timeframe. It is noted that no VicTrack land is impacted by the proposed amendments.

Advertising

The application is exempt from the public notice requirement of Section 52 of the *Planning and Environment Act 1987,* pursuant to Clause 43.04-3 (Exemption from notice and review) of the Development Plan Overlay that affects the site which states:

> *If a development plan has been prepared to the satisfaction of the responsible authority, an application under any provision of this planning scheme is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act.*

The *New Gisborne Development Plan* prepared by Hansen Partnership Pty Ltd dated April 2015 was endorsed by Council on 11 January 2016.

The planning permit was assessed as being generally in accordance with the endorsed development plan. Therefore, public notice of the application was not required.

The amendments sought to the approved planning permit continue to be consistent with the approved development plan. Accordingly, the application is exempt from public notice and appeal rights.

Officer assessment

In assessing this amendment application, the following matters must be considered:

- The scope of consideration for an application to amend an existing permit.
- Whether the proposed changes to the landscaping, revised road layout and additional dwelling remain consistent with the relevant planning policy framework and the approved planning outcomes for the site.
- Whether the amended design of the existing heritage homestead and stables, and the proposed removal of trees, is consistent with the Heritage Overlay and the relevant planning policy framework.
- Whether the proposed alterations to the fencing, gates and business identification signage are consistent with Clause 52.05 (Signs), the Heritage Overlay and the relevant heritage policy objectives.
- Whether the proposal provides appropriate car parking and vehicle access in accordance with Clause 52.06 (Car Parking).

Each of these matters will be addressed in the following assessment.

<u>The scope of consideration for an application to amend an existing permit.</u>

When assessing an application to amend a planning permit under Section 72 of the *Planning and Environment Act 1987*, the same process as a standard planning application is followed. However, the assessment of an application to amend a permit focuses only on the amendment itself and does not reopen other aspects of the assessment associated with the approved use or development. Put simply, the scope of consideration relates only to the proposed changes and does not allow Council to reconsider the original approval.

<u>Whether the proposed changes to the landscaping, revised road layout and additional dwelling remain consistent with the relevant planning policy framework and the approved planning outcomes for the site.</u>

Clause 02.03-5 – (Built environment and heritage) outlines the community's aspiration that individual settlements maintain their distinctive identity. Significant landscape qualities of the shire and highly valued built form of towns necessitates that development is sustainable and respects character. Strategic directions include promoting development that respects the rural character and high landscape values of the municipality so that built form is submissive to the environment is a priority. Other directions include providing a functional environment that achieves energy efficient and environmentally sensitive layouts. The protection of Aboriginal cultural heritage places and values is also important.

Clause 11.01-1L (Settlement – Gisborne (including New Gisborne)) sets out to *maintain Gisborne and New Gisborne as a distinctive semi-rural settlement with clear limits to physical urban growth.* The objective of Clause 15.01-1S (Urban Design) is *To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.* The objective of Clause 15.01-2S (Building design) is *To achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development.*

Clause 16.01-1L seeks to facilitate ageing in place by providing for medium density development in suitable locations that offer convenient access to services.

The proposed replacement of the approved sales office with a single additional dwelling is an acceptable amendment that does not alter the overall planning outcomes of the approved retirement village. The additional dwelling remains consistent with the approved Development Plan and the purpose of the General Residential Zone, would not result in

adverse heritage impacts, and can be accommodated without changes to site access arrangements. The lot is proposed to be developed with one of the dwelling designs already approved under the permit, ensuring consistency with the character and design outcomes previously endorsed. Notwithstanding the removal of four car parking spaces associated with the sales office, the development would continue to provide car parking well in excess of the requirements of the planning scheme. Accordingly, the amendment would maintain the approved character, functionality and amenity outcomes of the development.

The amended design provides a clearly defined entry treatment that improves safety and access management. It allows vehicles to enter the site from Ferrier Road and queue safely within the site while access is granted through the security gates. The works would not negatively affect the heritage significance of the site. It is noted that the amendment was referred to Council's Engineering team who raised no objection to the amended road layout.

The proposed landscaping amendments within the front setback area are appropriate as they enhance the arrival experience, improve internal amenity and maintain the key landscape outcomes approved under the existing permit.

The amended development continues to achieve the objectives of Clauses 11, 15 and 16 by supporting sustainable urban development, protecting environmental and landscape values, responding appropriately to neighbourhood and heritage character, and providing housing choice to meet community needs. The amendments maintain a high standard of urban design, retain appropriate landscaping and open space outcomes, and continue to respond sensitively to the site's environmental and heritage attributes.

Whether the amended design of the existing heritage homestead and stables, and the proposed removal of trees, is consistent with the Heritage Overlay and the relevant planning policy framework.

Clause 02.03-5 (Heritage) seeks to *"Protect and enhance important heritage features and values for residents, visitors and future generations"*. Strategies under Clause 15.03-1S (Heritage conservation) include *"Encourage appropriate development that respects places with identified heritage values"* and *"Ensure an appropriate setting and context for heritage places is maintained or enhanced"*. The existing homestead, clubhouse and stables are located within Heritage Overlay Schedule 270 (HO270), known as "Westport". The heritage significance of the site derives from the historic homestead, associated outbuildings, landscaped garden setting and established exotic tree plantings. Accordingly, consideration must be given to whether the proposed amendments adversely affect the significance, character or appearance of the heritage place.

As part of the proposed amendment and in recognition of the site's heritage significance, a Heritage Impact Statement prepared by Trethowan Heritage was submitted (see Attachment 6 of this report). The report concludes that the amendments retain the key heritage elements of the site, including the homestead, former stables and broader garden setting, while facilitating their ongoing use and conservation. The revised clubhouse design introduces greater separation from the homestead through the creation of a landscaped courtyard and adopts a contemporary architectural expression that improves the distinction between historic and new built form.

The application was referred to Council's Heritage Advisor, who supported the amended proposal and advised that it provides a more sensitive response to the heritage significance of the site than the approved design.

The revised design improves the legibility of the heritage place by increasing the physical and visual separation between the homestead and clubhouse, while retaining the significant heritage buildings, maintaining the established garden setting and preserving key views. The proposal continues to support the ongoing conservation and adaptive reuse of the site's

heritage assets. As such, whilst the clubhouse and associated facilities are increasing in footprint, the amendments achieve an acceptable heritage outcome.

In relation to vegetation removal, the amendments seek approval to remove seven additional exotic trees within the Heritage Overlay to accommodate the enlarged clubhouse, while retaining one tree previously approved for removal. A preliminary Tree Assessment prepared by Homewood Consulting Pty Ltd was submitted as part of the application (see Attachment 8). The report identifies six of the seven trees as having low retention value due to poor health, structural condition or limited life expectancy. While the removal of additional trees represents a change from the endorsed plans, the majority of significant exotic trees contributing to the heritage significance of Westport are retained and the amended design delivers a superior heritage outcome through improved separation of the heritage buildings from contemporary development, which on balance outweighs the impact associated with the removal of the identified exotic trees. Proposed replacement planting would further assist in maintaining the landscape character and garden setting of the heritage place.

Having regard to the Heritage Impact Statement, the Arboricultural Assessment and the advice of Council's Heritage Advisor, officers are satisfied that the amended proposal would not result in an unacceptable impact on the heritage significance of the site. On balance, the proposal appropriately responds to the objectives and decision guidelines of the Heritage Overlay and is consistent with the relevant State and Local Planning Policy Framework including Clause 15.03-1S which seeks to conserve places of heritage significance by encouraging development that respects heritage values, retains significant and contributory elements, maintains an appropriate setting and context, and supports the ongoing conservation and adaptive reuse of heritage buildings. The amendments retain and conserve the significant heritage elements of Westport, support their ongoing adaptive reuse, and ensure that the heritage significance, character and appearance of the site are appropriately protected.

Whether the proposed alterations to the fencing, gates and business identification signage are consistent with Clause 52.05 (Signs), the Heritage Overlay and the relevant heritage policy objectives.

The proposed amendments to boundary fencing, introduction of a secure entrance gate and associated fencing set back from Ferrier Road are acceptable amendments that improve site security and functionality without adversely affecting the streetscape or heritage values of the site.

The security wall and gates are located well within the development, approximately 53m from the frontage, with the existing low-scale permeable fence and landscaping retained along Ferrier Road.

The application seeks approval for the inclusion of a business identification sign on the internal security wall. To facilitate this amendment, Condition 1(m) of the existing permit, which requires the removal of business identification signage from the stone wall along the Ferrier Road frontage, would be amended to clarify that no signage is permitted along Ferrier Road fencing while allowing a business identification sign elsewhere within the site.

Clause 52.05 of the planning scheme sets out the permit requirements and decision guidelines that Council is required to consider. The decision guidelines of Clause 52.05 require consideration of the following relevant matters when assessing an application for approval of a sign:

- Character of the area: Whether the sign is compatible with the existing or desired character of the area, including its impact on heritage values, natural landscapes, residential character, and the cumulative visual effect of signage.

- Views and vistas: Whether the sign would obstruct important views, dominate the skyline, reduce the quality of significant public views, or interfere with the visibility of other signs.
- Relationship to the streetscape and landscape: The sign's size, scale, form and location relative to its surroundings, including opportunities to minimise visual clutter, screen unattractive elements and incorporate landscaping.
- Relationship to the site and building: Whether the sign is appropriately scaled and designed for the host building and site, and the extent to which vegetation is removed or landscaping is provided.
- Associated structures: The visual impact of any supporting structures and their ability to integrate with the sign without adversely affecting significant site or landscape features.
- Need for identification: The extent to which the sign is necessary to provide identification for the site or locality.

The proposed business identification sign has an area of 2.2m² to be mounted on an internal stone and brick security wall located more than 50me from the Ferrier Road frontage. The sign is not proposed to be illuminated and incorporates muted, earthy tones that are sympathetic to the surrounding landscape and built form.

Having regard to the decision guidelines at Clause 52.05, the proposed sign is acceptable as it is modest in scale and appropriately located within the site. The sign would not dominate the streetscape or detract from the rural character of the area. Its substantial setback from Ferrier Road, integration with the security wall, and complementary materials and colours minimise visual impacts and avoid unnecessary signage clutter. The sign would not obstruct important views to the Macedon Ranges, impact heritage values, or adversely affect the landscaped setting of the site.

The sign serves a legitimate identification function for visitors entering the retirement village and is appropriately scaled to that purpose. Council's Heritage Advisor has also raised no concerns to the proposal from a heritage perspective.

A number of additional permit conditions relating to the business identification sign are proposed as part of the amended permit, as set out in Attachment 1 to this report. These conditions are generally administrative in nature relating to compliance with the endorsed plans, restrictions on illumination, animation and a standard expiry condition.

Overall, the proposed amendments to the entrance fencing, security gates and business identification sign achieve an appropriate balance between operational requirements, site functionality and the protection of the site's heritage significance and visual amenity. The location of the security infrastructure and sign well within the site ensures the established landscaped frontage to Ferrier Road remains the dominant streetscape element, while the modest scale, design and materials of the sign minimise visual impacts. The proposal provides clear site identification and improved security outcomes without detracting from the rural character, significant views or heritage values of Westport. Accordingly, the amendments are consistent with the objectives and decision guidelines of Clause 52.05 (Signs), Clause 43.01 (Heritage Overlay) and the relevant State and Local Planning Policy Framework.

<u>Whether the proposal provides appropriate car parking and vehicle access in accordance with Clause 52.06 (Car Parking)</u>

Council is required to consider the requirements of Clause 52.06 (Car parking) when considering the number of car parking spaces, parking arrangements and vehicle

manoeuvrability within a development. The purpose of Clause 52.06 is to ensure that developments provide an appropriate supply of car parking while supporting sustainable transport objectives and protecting the amenity of surrounding areas. The clause also seeks to ensure that parking facilities are safely designed, efficiently used and integrated into developments in a manner that supports convenient vehicle access and circulation.

The proposed amendments include a reconfiguration of the car parking area located west of the clubhouse precinct, the removal of four car parking spaces associated with the approved sales office, and modifications to the entry road layout through the introduction of a roundabout at the site entrance. The roundabout is intended to improve vehicle circulation and efficiency within the development. The primary access arrangements to and from Ferrier Road remain unchanged.

In relation to car parking, the removal of the sales office and the introduction of one additional dwelling results in a revised parking demand. Under the current provisions of Clause 52.06, each dwelling is required to provide 1.2 on-site car parking spaces per dwelling. Therefore, the development requires 140 on-site car parking spaces based on 117 dwellings. There is no prescribed rate for the associated clubhouse, requiring car parking to be provided to Council's satisfaction.

The amended plans provide a total of 270 car parking spaces, comprising 234 resident spaces and 36 visitor spaces. Whilst four spaces associated with the sales office have been removed, the development continues to provide parking substantially in excess of the statutory requirement.

The reconfigured parking layout adjacent to the clubhouse retains the same number of spaces while providing a more efficient arrangement. The revised entrance design, including the roundabout and associated road alignments, improves internal vehicle circulation without altering the approved external access points. The amendment also results in minor changes to the internal waste collection route; however, these changes have been accommodated through an updated swept path analysis. The plans have also been amended to clarify that waste collection will be undertaken by a private contractor.

The application was referred to Council's Engineering Team who have assessed the amended plans and were supportive of the changes.

The amendments to the car parking arrangements comply with the requirements of Clause 52.06. The development continues to provide car parking well in excess of the planning scheme requirement, adequate access and manoeuvring areas are maintained, and vehicle access arrangements remain satisfactory.

Conclusion

The proposed amendments remain consistent with the objectives and strategic directions of the Macedon Ranges Planning Scheme. Whilst modifications are proposed to the approved development, the amendments do not alter the fundamental planning outcomes of the proposal. The development continues to preserve the heritage significance of the site and support the orderly growth of an established settlement, provide housing opportunities within an appropriately zoned residential area, and maintain access to services, infrastructure and community facilities.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for drafting assistance, for example generating initial text, summaries or alternative wording. All content was reviewed, edited and approved by Council officers.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

DRAFT CONDITIONS

PLN/2019/315/B - 72-74 Ferrier Road NEW GISBORNE VIC 3438
AMENDMENTS HIGHLIGHTED IN RED

1. Before the use and development commences and certification of plan of subdivision amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plans must be drawn to scale with dimensions and an electronic copy must be provided. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:
   a) A plan of subdivision overlayed with an aerial, clearly delineating two (2) lots, dimensioned, with each lot land area notated, and western lot labelled 'Lot 1', eastern Lot labelled 'Lot 2' consistent with plan of subdivision exchanged with Council on 17 June 2021;
   b) A Site Plan illustrating tree protection zones (TPZ) and structural root zones (SRZ) of all retained native vegetation trees in accordance with Condition 29;
   c) Include a notation on all relevant plans stating 'pedestrian footbridge location to be approved by Melbourne Water' adjacent to the illustrated pedestrian footbridge located on the south-east side of allotment Lot 2 PS13272 P/Gisborne;
   d) Delineate on all relevant plans dwelling/unit building outlines located adjacent to western property boundary of allotment CP109628;
   e) Delineate proposed lot boundary fencing details on a Site Plan, in accordance with the fencing schedule submitted to Council on 19 December 2019, but modified to illustrate southern and eastern fencing adjacent to Conservation Reserve Area 1 and eastern and northern dwelling/unit fencing adjacent to the named waterway to have a minimum of 50% permeability design characteristic;
   f) Include a notation on all relevant Development Plans, stating "any new replacement windows to the existing homestead to match existing windows in materials, profiles and construction";
   g) A revised Retirement Village Landscape Plan in accordance with DELWP Condition 44; and
   h) Accessible car parking spaces relocated close to the 'Clubhouse' building.
   i) Crossovers for Lots 14-17, 25 and 26 'flipped' to the southern side of the indicative lots.
   j) A notation to be included on Plotting Plan (BP1467/03.07) to ensure all custom lots are built with an approved villa plan.
   k) Side and rear elevations of all villa types.
   l) Internal one-sided footpath network to be reinstated on development plans.
   m) Amended landscape plan to remove business identification signage on stonewall along Ferrier Road.
   n) Amended fencing plan (in landscape plans) to include an annotation for fencing adjacent to the Conservation Reserve is to have minimum 50% permeability.
   o) An amended floor plan to be provided to accommodate indicative lot dimensions for Lots 1-9, 22, 23, 26, 56, 57 for the approved dwelling designs.
   p) Removal of Lot 108 from Plotting Plan (BP1467/03.07) and all other site plans.

q) Lot dimensions amended for indicative Lot 113, to provide appropriate depths to accommodate an approved dwelling design.
r) Master plan to be amended to remove the white hatching to the west of 72-74 Ferrier Road.

When approved, these plans will be endorsed and will form part of this permit.

2. The use and development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

3. The plan of subdivision as on the endorsed plans must not be altered without the written consent of the Responsible Authority.

4. The plans submitted for certification of the subdivision is to allocate/vest Lot 2 in favour of the Council.

5. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.

6. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.

7. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the Relevant Authority in accordance with Section 8 of that Act.

8. Prior to the commencement of the use, all new boundary fencing as shown on the endorsed plans must be erected. The cost of such fencing must be met by the owner and carried out to the satisfaction of the Responsible Authority.

9. Prior to the issue of a statement of compliance, the owner/s of the lots must enter into an agreement with the Responsible Authority in accordance with Section 173 of the Planning *and Environment Act 1987*. The agreement must provide for:
   i. Permit holder owner to pay Macedon Ranges Shire Council (MRSC) a development contribution in accordance with the Development Contributions Plan Gisborne/New Gisborne (DCPO2) incorporated in the Macedon Ranges Planning Scheme. The amount payable is calculated *per* 'dwelling/unit' to be equivalent to *per* 'residential lot' demand figure of Development Contributions Plan Overlay Schedule 2 *Residential Area 1,* which is adjusted on 1 July each year in accordance with Schedule 2 of Clause 45.06 of the Macedon Ranges Planning Scheme.
   ii. Prior to the issue of a Statement of Compliance for the subdivision a pedestrian footbridge must be provided at the applicants cost in accordance with approved plans and it to be maintained for a minimum period of 12 months after construction by the permit holder. Once 12-month maintenance period is complete, MRSC will take over the pedestrian footbridge asset.

iii. Prior to the issue of a Statement of Compliance, the pedestrian footbridge to be constructed in accordance with endorsed plans to the satisfaction of Responsible Authority.
Prior to a Statement of Compliance being issued:
- Application must be made to the Register of Title to register the Section 173 Agreement on the title to the land under Section 181 of the same Act.
- The owner/s must pay all cost (including MRSC's costs) associated with the preparation, execution, registration and (if later sought) cancellation of the Section 173 Agreement.

10. Prior to the issue of a Statement of Compliance, evidence of the Melbourne Water approved construction pedestrian footbridge drawing to be submitted to MRSC, and the pedestrian footbridge must be constructed to the satisfaction of Melbourne Water and MRSC.

11. The amenity of the locality must not be adversely affected by the activity on the site, the appearance of any buildings, works or materials, emissions from the premises or in any other way, to the satisfaction of the Responsible Authority.

12. All external lighting must be designed, baffled and located so as to prevent adverse effect on adjoining land, to the satisfaction of the Responsible Authority.

MRSC ENGINEERING CONDITIONS

13. Pedestrian footbridge to be designed in accordance with Australian Standards, AS 1170.1, AS1170.2 and AS172.1, be of 2.5 metres wide, 1.8 metres high, open style railing, use of hockey stick ends and galvanised brackets and posts, with drawings submitted and approved to the satisfaction of Responsible Authority.

14. Prior to issuing of statement of compliance, a Ferrier Road crossover may be required to be installed for maintenance vehicle access to/from the subject land and waterway, to the satisfaction of Responsible Authority, with cost and works beared by the permit holder.

15. Prior to the commencement of works, an "Asset Protection Permit" must be obtained from MRSC for any of the following circumstances;
a) Entering a building site by means of a motor vehicle having a gross weight exceeding two tonnes.
b) Occupying a road for works.
c) Connecting any land to a stormwater drain
d) Opening, altering or repairing a road.
e) Opening, altering or repairing a drain
f) Accessing a building site from a point other than a crossover.
g) Construct/repair/widen/remove any crossover.

16. At least 14 days prior to commencement of works, a Site Management Plan must be submitted to and approved by the Responsible Authority. The Site Management Plan must contain the following:

a) Name and contact details of appointed Civil Contractor and Superintendent.
b) Existing condition survey of all existing assets including private properties.
c) Construction Management Plan.
d) Traffic Management Plan.
e) Environmental Management Plan.
f) Occupational Health & Safety and Job Safely Analysis Plans.
g) Council issued Asset Protection Permit.
h) Council approved Engineering Plans.

All works must be carried out generally in accordance with measures set out in the above documents approved by the Responsible Authority.

17. Prior to the commencement of works, Engineering Plans must be submitted to and approved by Responsible Authority. The plans must include:
    a) All necessary computations and supporting design documentation for any structure, civil and drainage infrastructure and geotechnical investigation report.
    b) Details of any cut and fill earthworks including retaining walls.
    c) Structural design details of the pedestrian crossings/bridges over the waterway. The design must include level and feature survey, geotechnical assessment and flood modelling.
    d) Provision of concrete footpaths and shared paths including kerb ramps in streets and reserves/waterways.
    e) Widening of the Ferrier Road reserve and reconstruction of Ferrier Road with sealed pavement, kerb and channel, underground stormwater drainage and concrete shared path.
    Engineering plans must be supported by long sections, cross sections and set-out plan.
    f) A Basic Right-turn (BAR) treatment at the eastern entry of the site in Ferrier Road in accordance with Austroads Guide to Road Design Part 4A.
    g) Provision for all services and conduits (underground) including alignments and offsets. Underground utility services are to be shown on the section drawings.
    h) Provision of public street lighting.
    i) New sealed crossovers for the site. Crossovers should be a minimum of 10.0 metres from any intersection, 1 metre from any power pole, sign or service pit and a minimum of 3.0 metres from any street tree.
    j) A separate signage and line marking identifying the road layout, proposed signs, linemarking, RRPMs and a sign schedule.
    k) Survey details of the canopy trunk location and size of trees to be retained and associated tree protection zone. Any trees proposed for removal from the site (including dead trees) clearly designated.
    l) Permanent survey marks, levelled to the Australian Height Datum and coordinated to the Australian Map Grid.
    m) The development as a whole is provided with a legal point of discharge approved by the Responsible Authority and any other statutory authority from which approval must be received for the discharge of drainage.
    n) Detailed design of the site stormwater drainage system. The design must be supported by longitudinal sections with hydraulic grade line analysis.
    o) Flow paths of 1 in 100 year ARI storm need to be determined and the development designed such that no private property is inundated.

p) Underground drains incorporating features to prevent litter, sediments and oils from entering the drainage system and/or cut-off drains to intercept stormwater runoff from adjoining properties.
q) The development is designed to ensure that flows downstream of the site are restricted to pre-development levels unless increased flows are approved by the Responsible Authority and there are no detrimental downstream impacts.
r) Details of the stormwater quality treatment system that meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater – Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).

18. Prior to the commencement of works, where there is a need for a temporary retarding basin or temporary treatment to mitigate flows and provide treatment from the land or temporary outfall/treatment, the need for a temporary retarding basin to mitigate flows from the land before permanent drainage infrastructure is in place must be investigated and determined to the satisfaction of Responsible Authority. Any temporary drainage works required must be designed and constructed to the satisfaction of the Responsible Authority.

19. Prior to the commencement of the use, all works shown on the approved Engineering Plans must be constructed or carried out all to the satisfaction of the Responsible Authority.

20. Prior to the occupation of each dwelling/unit, 1kL rainwater re-use tank must be provided to each dwelling unit.

21. Prior to the commencement of use, a Maintenance Management Plan must be submitted to and approved by the Responsible Authority where appropriate for all Water Sensitive Urban Design infrastructure.
The Maintenance Management Plan must include:
a) A schedule of assets.
b) A maintenance regime for the maintenance period which is the life of the development or 2 years, whichever is greater.
c) A record of the maintenance works undertaken during the maintenance period must be submitted to the Responsible Authority prior to handover.

22. Prior to the commencement of use, the areas set aside for the parking of vehicles and access driveways as shown on the endorsed plans must be:
a) Constructed in concrete or asphalt to the satisfaction of the Responsible Authority.
b) Properly formed to such levels that they can be used in accordance with the plans.
c) Drained and maintained.
d) Marked to indicate each car space and all access lanes.
e) Clearly marked to show the direction of traffic along access lanes and driveways.
Car spaces, access lanes and driveways must be kept available for these purposes at all times.

23. Prior to the commencement of the use, the following 'as-constructed' documentation for road, drainage and public open space assets must be submitted to and approved by the Responsible Authority:
    a) As-constructed drawings in hardcopy A3 format that include all alterations made during construction.
    b) As-constructed drawings in AutoCAD (2000) and Acrobat PDF formats that include all alterations made during construction.
    c) Asset information in digital format and in the form of a schedule of quantities.

24. All land to be filled and to be used for a dwelling must be filled and compacted in accordance with Australian Standard AS3798:2007. The results of the tests must be produced and be to the satisfaction of the Responsible Authority.

25. Prior to commencement of the use, land required for Ferrier Road widening must be transferred to or vested as 'road' in Macedon Ranges Shire Council at no cost to the acquiring agency.

26. No polluted and/or sediment laden runoff is to be discharged directly or indirectly into drains or watercourses. Soil erosion control measures must be employed throughout the development works in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995) to the satisfaction of the Responsible Authority.

27. The development is to be constructed in accordance with Macedon Ranges Shire Council's Policy Engineering Requirements for Infrastructure Construction (June 2010).

MRSC ENVIRONMENT CONDITIONS

28. Prior to the commencement of works, the permit holder must advise all persons undertaking the vegetation removal or works on-site of all relevant permit conditions and associated statutory requirements or approvals.

29. Prior to commencement of works, a detailed Site Plan must be submitted and approved by Responsible Authority illustrating, with the exception of Conservation Reserve Area 1 and 2, all native tree vegetation to be retained with their respective dimensioned tree protection zone (TPZ) and structural root zone (SRZ), inclusive of tree protection zone notations in accordance with Condition 34;

30. No other vegetation (including trees, shrubs, grasses and herbs) shall be removed, damaged, destroyed, felled, loped or uprooted as per the endorsed site plan and native vegetation removal report unless with the prior written consent of the Responsible Authority.

31. All construction and maintenance equipment, earth moving equipment and associated machinery must be made free of soil, seed and plant material before being taken to the works site and again before being removed from the works site to the satisfaction of the Responsible Authority. This is to help prevent the

spread of noxious weeds listed under the Catchment and Land Protection Act 1994.

32. Prior to the commencement of works; a DELWP qualified native fauna salvager must inspect all tree(s), vegetation and surrounding grounds prior to vegetation removal. All nesting sites must be assessed for fauna including any marsupials, birds, bats and the surrounding area for amphibians and reptiles. A fauna assessment report is to be submitted to the MRSC Environment Department prior to any vegetation removal. If fauna is found, a relocation plan and outcome report must be submitted to MRSC.

33. Prior to commencement of works including any demolition, excavations, tree removal, delivery of building/construction materials and/or temporary buildings, the erected tree protection fences must be inspected and approved by the Responsible Authority.

34. Unless with the prior written consent of the Responsible Authority, the following actions must not be undertaken in any tree protection zone (TPZ) as identified on the endorsed plan, to the satisfaction of the Responsible Authority:
    a) Materials, paving or construction works within the zone.
    b) Excavated for underground services within the zone.
    c) Materials or equipment storage within the zone;
    d) Nothing is to be attached to any tree (including temporary service wires, nails, screws or any other fixing device);
    e) Open cut trenching or excavation works (whether or not for laying of services) undertaken within the zone;
    f) Changes to the soil grade level within the zone.

35. All and any excavations within the tree protection zone (TPZ) of retained trees must be undertaken by hand or by approved non-destructive techniques suitable in the vicinity of trees in accordance with Section 9 of AS4373-2007 Pruning of Amenity Trees, and must only be undertaken by, or directed and supervised by, a suitably qualified arborist (minimum AQF Level 4) for endorsed works or for works subsequently approved by the Responsible Authority.

36. Prior to commencement of works including any demolition, excavations, tree removal, delivery of building/construction materials and/or temporary buildings, a Tree Protection Management Plan (TPMP) to be prepared by suitably qualified Level 5 Arborist must be submitted and to satisfaction of Responsible Authority detailing the tree protection measures undertaken for all phases of demolition and construction. The report must also include:
    a) A Site Plan detailing tree protection zones
    b) All trees to be protected with tree protection fencing
    c) Native vegetation No Go Zone
    d) Tree Protection Signage
    e) Construction staging relating to all tree management works
    f) Level 5 project arborist inspection timeframe and a compliance check list
    g) Milestone reporting to the Responsible Authority relating to tree works at each construction stage.

37. Prior to commencement of works including any demolition, excavations, tree removal, delivery of building/construction materials and/or temporary buildings, a Land Management Plan (LMP) for Conservation Reserve Area 1 submitted and to satisfaction of Responsible Authority. The Land Management Plan must include the following information:
    a) A Site Plan showing:
        i. Property boundary and Conservation Reserve Area 1
        ii. All Conservation Area boundary fencing details
        iii. Native vegetation and scattered trees to be retained
        iv. Areas set aside for regeneration/revegetation
        v. Water supply for domestic purposes and firefighting
        vi. Weed and feral animal management areas
        vii. A map of any threatened species found
    b) Weed Management strategies which must include the following:
        i. A site plan that shows weeds present on site
        ii. A weed list including species listed by common name and scientific name
        iii. Method/s of control for each species
        iv. Timing of control
        v. Frequency of control
        vi. Ongoing yearly monitoring and removal plan
        vii. Any current weed control or weeds present on site
    c) Pest animal control and treatment measures particularly for foxes and rabbits which must include:
        i. Evidence found on site of pest animals such as burrow/dens, scats, diggings, etc.
        ii. Approaches to integrated pest animal management
        iii. Monitoring techniques
        iv. Timing of treatment/control
        v. Treatment options over 3 years
    d) A revegetation plan including:
        i. A site plan showing where revegetation will be located
        ii. Local indigenous plants
        iii. A species list including scientific and common names
        iv. Density/hectare – based on EVC benchmark revegetation guidelines
        v. Ongoing weed management
    e) Threatened species surveys to be conducted on a regular basis to specifically target the Nationally threatened species, *Dianella amoena.*
    f) A map of any threatened species found. This data must be uploaded to the VBA.
    g) Table of Actions for 1, 5, 10 year periods and a perpetual table of actions under point b) c) d) e).

38. Prior to certification of the plan of subdivision, a Land Restoration Plan for Conservation Reserve Area 2 must be submitted and approved to the satisfaction of Responsible Authority. The plan must include a revegetation, weed removal and feral animal management plan. The management actions outlined in the report must be conducted annually and completed to a satisfactory standard to obtain Statement of Compliance. The Land Restoration Plan must include:

a) A Site Plan showing:
   i. All weed infestations identified to scientific name
   ii. All patches of native vegetation including scattered trees
   iii. All rabbit warrens and rabbit activity
   iv. A map of any threatened species found. This data must be uploaded to the VBA.

b) Land Restoration Requirements
   i. Staged woody weed removal to achieve the outcome targets specified in the plan
   ii. Staged revegetation to replace the lost habitat
   iii. Staged treatment of environmental weeds such as Sweet Vernal grass
   iv. Woody weed control to include removal of debris from site as appropriate
   v. Implementation of a rabbit control program to achieve the outcome targets specified in the plan
   vi. Consideration of installation of rabbit proof fencing on perimeters where relevant and appropriate
   vii. Six (6) to twelve (12) month audit by Council at relevant milestones to enable adaptive management. The purpose of these audits will be to assess works completed and confirm the works planned.
   viii. A list of outcome targets to be achieved prior to hand over to Council including:
   ix. All woody weeds removed and all new regrowth treated
   x. The removal of all rabbit warrens and harbour and survey data indicating that the site is rabbit free
   xi. 90% of planted species survival rate
   xii. A Revegetation Plan including:
   xiii. A Site Plan showing revegetation areas
   xiv. A revegetation species list including scientific and common names
   xv. Density/hectare – based on EVC benchmark revegetation guidelines
   xvi. A reporting template to be submitted on a yearly basis to the MRSC Environment Unit in accordance with the Land Restoration Plan requirements.

39. Prior to issuing Statement of Compliance for the subdivision, all restoration works outlined in the endorsed Land Restoration Plan for Conservation Reserve Area 2 in accordance Condition 38 must be completed and approved by the Responsible Authority.

40. The works required to be completed in accordance with the endorsed Land Restoration Plan for Conservation Reserve Area 2 must not be bonded.

MRSC OPEN SPACE CONDITIONS

41. Prior to Council issuing a Statement of Compliance, a road reserve Landscape Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The Landscape plan is to be overlaid the approved Civil Engineering plans to demonstrate coordination with proposed infrastructure and services and is to include:
   a) Street trees are to be provided to the Ferrier road reserve frontage.

b) A tree schedule showing species, quantities and supply size as minimum of 45Litre/1.6 metres high.
c) Tree species selection is to tie in with existing street character, be of a suitable mature size under powerlines and to the approval of the Responsible Authority.
d) Trees are to be spaced at a minimum of 10 metres, whichever is the lesser with locations and offsets as set out in Council's Tree Management Policy, 2019.
e) The following notations:
    i. Tree planting is to occur between April & September to maximise establishment and survival.
    ii. Tree locations shown on this plan are a guide only and may require adjustment to coordinate with final service locations, Powercor requirements, and 'as constructed 'infrastructure.
    iii. Street tree locations are to be set-out and approved on site by the Council Landscape Officer prior to installation.
    iv. It is the responsibility of the contractor to confirm the location of all underground services prior to commencement of any excavation.
    v. An advanced Tree Planting Detail with a minimum 52L Greenwell water saver and three (3). hardwood stakes.

Note: Information regarding MRSC preferred street trees species and typical Tree Planting Detail can be requested from the MRSC Open Space Department.

42. Prior to a Statement of Compliance, the road reserve landscaping works shown on the approved road reserve landscape plan must be carried out and completed to the satisfaction of the Responsible Authority unless otherwise agreed in writing by the Responsible Authority.

DEECA CONDITIONS

43. Native vegetation removal must be in accordance with the Figure 2: Native vegetation to be removed and Appendix 2: Large trees in patches and scattered trees recorded in the study area, prepared by Nature Advisory, report number 18006.05, ver 1.10, dated August 2025. This plan must be endorsed and form part of this permit.

44. Before works start, the Landscape Plan prepared by MDG Landscape Architects dated 13 March 2025, or equivalent, is to be amended to the satisfaction of the Responsible Authority; and approved by the Responsible Authority. When approved, the plan is to be endorsed and will then form part of the permit. The plan is to be amended but is not limited to show:
    a) All native vegetation (patches and trees) to be retained, as per the boundaries identified in the Flora and Fauna Assessment, prepared by Nature Advisory, dated August 2025.
    b) No works, including level changes, or path networks, to be shown within areas of native vegetation to be retained.
    c) Identify locations of plantings in close proximity to areas of native vegetation to be retained.
    d) Plantings around conservation areas to be in accordance with the New Gisborne Development Plan Conservation Management Plan by Brett Lane

& Associates Pty Ltd, dated 2013, or equivalent updated conservation management plan.

e) Retention of Tree 94 within the passive recreation pocket park.
f) Public use infrastructure to be located so that the native vegetation shown as to be retained is not so close as to present a structural failure hazard or pose a risk to personal safety or property.
g) Mulching is only permitted under trees that do not support existing understorey values.
h) Area in South Eastern corner to be labelled as Conservation Area.
i) All planting works within areas of native vegetation to be retained are to be undertaken with indigenous plant species from the relevant ecological vegetation class.

Once approved, the landscaping works must be completed in accordance with the endorsed plan.

45. Before works start, a Construction Environmental Management Plan (CEMP) for the development to the satisfaction of the Responsible Authority. It must be submitted to and approved by the responsible authority. When approved, the plan is to be endorsed and will then form part of the permit. The CEMP is to include, but is not limited to:
    a) Overview of construction methods including management and construction zones/ stages, site preparation, site entry and exit, construction activities, schedule and timing of works, and contractor briefing.
    b) Management structure and roles including an environmental audit process.
    c) Applicable planning and legislative requirements.
    d) Plan drawn to scale detailing construction areas and environmental controls.
    e) Address methods for noise, dust, erosion and sediment control, waste and chemical management, flora/fauna protection, weed control, fire hazards and archaeological/heritage impacts.

    Once approved, the Construction Environmental Management Plan must be implemented in accordance with the endorsed plan to the satisfaction of the Responsible Authority.

Notification of works

46. Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.

47. *Protection of native vegetation to be retained*

    Before works start, a native vegetation protection fence must be erected around all native vegetation to be retained within 15 metres of the works area. This fence must be erected at:
    a) A radius of 12 times the diameter of the tree trunk at a height of 1.4 metres to a maximum of 15 metres but no less than 2 metres from the base of the trunk of the tree; and
    b) Around the patch(es) of native vegetation at a minimum distance of 2 metres from retained native vegetation.

    Modification of this fencing will be required for Trees 13, 14, 16, 17, 18, 27, 28, 29, 31, 37, 48, 52, 53, 54, 55, 67, 94 and 97 to allow for encroachment of the defined tree protection zone under the direction of suitably qualified and

experienced arborist, and are permitted for the minimum time to facilitate the works to the satisfaction of the Responsible Authority.
The fence must be constructed of star pickets and paraweb or similar, and silt-fencing, to the satisfaction of the Responsible Authority and the Department of Energy, Environment, and Climate Action. The protection fence must remain in place until all works are completed to the satisfaction of the Department of Energy, Environment and Climate Action.

48. Except with the written consent of the Department of Energy, Environment and Climate Action, within the area of native vegetation to be retained and any tree protection zone associated with a permitted use and/or development, the following is prohibited:
    a) vehicular or pedestrian access;
    b) trenching or soil excavation;
    c) storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products;
    d) construction of entry and exit pits for underground services; or
    e) any other actions or activities that may result in adverse impacts to retained native vegetation.

49. All tree pruning works must be undertaken by a suitably qualified and experienced arborist in accordance with the specifications in the Australian Standard for Pruning Amenity Trees (AS 4373—2007) and to the satisfaction of the Responsible Authority.

50. *Habitat values*
All indigenous trees permitted to be removed are to be taken into the future conservation areas located on the property, or a nearby Council conservation reserve for inclusion as large habitat logs to the satisfaction of the responsible authority. These logs must be cut into a minimum of 2.0 metre lengths and placed into the conservation areas under the direction of a suitably qualified ecologist or Council environment officer to the satisfaction of the responsible authority.

Native vegetation offsets

51. The native vegetation identified in NVRR ID 339_20250812_KXR and permitted to be removed, destroyed or lopped under this permit is 1.41 hectares of native vegetation, which is comprised of:
    - 0.683 hectares patches of native vegetation including 16 large trees within patches
    - 7 scattered large trees
    - 15 scattered small trees.

52. To offset the removal of 1.41 hectares of native vegetation, the permit holder must secure a native vegetation offset in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017). The permit holder must secure the following offsets:
    - A general offset of 0.5950 general habitat units:
    - located within the Melbourne Water Catchment Management boundary or Macedon Ranges municipal area

- with a minimum strategic biodiversity value of at least 0.6289, and
- The offset(s) secured must provide protection of at least 23 large trees.

Offset evidence

53. Before any native vegetation is removed, evidence that the required offset for the project has been secured must be provided to the satisfaction of the responsible authority. This evidence must be one or both of the following:
    a) an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10-year management actions and ongoing management of the site,
    b) credit extract(s) allocated to the permit from the Native Vegetation Credit Register.

    A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.

MELBOURNE WATER CONDITIONS

54. Prior to commencement of works associated with the pedestrian footbridge, a scaled fully dimensioned construction pedestrian footbridge drawing and site plan showing exact location footbridge to be submitted and approved by Melbourne Water, with the footbridge location over the named waterway to be adjacent to Conservation Reserve Area 1 and be in accordance with Condition 13. For more information, https://www.melbournewater.com.au/building-and-works/apply-to-build-or-develop/construct-bridge-crossing-or-culvert

55. Prior to commencement of works or Council's endorsement of plan, the Owner shall enter into and comply with an agreement with Melbourne Water Corporation for the acceptance of surface and storm water from the subject land directly or indirectly into Melbourne Water's drainage systems and waterways, the provision of drainage works and other matters in accordance with the statutory powers of Melbourne Water Corporation.

56. Prior to Commencement of works, all Melbourne Water conditions relating to the subdivisional permit for this property must be satisfied. This includes:
    a) All new lots are to be filled to a minimum of 300mm above the 1 in 100 year flood levels associated with any existing or proposed Melbourne Water pipeline and/or all new lots are to be filled to a minimum of 600mm above the 1 in 100 year flood level associated with any existing or proposed Melbourne Water wetland, retarding basin or waterway.
    b) Prior to Certification, the Plan of Subdivision must be referred to Melbourne Water, in accordance with Section 8 of the Subdivision Act 1988.
    c) Prior to Certification of the Plan of Subdivision, an amended plan of sub-division must be submitted to Melbourne Water detailing the waterway reserve that will be vested to Council, along with a 20 metre setback easement measured from the top of bank on both sides of the waterway on the plan of sub-division in favour of Melbourne of Water. The top of bank has been determined to be the Q100 flood line.
    d) A survey plan prepared by or under the supervision of a licensed land surveyor showing finished lot levels reduced to the Australian Height Datum, must be submitted to Melbourne Water for our records.

e) Alignment of roads and reserves with any adjoining estates must ensure continuity and provide uninterrupted conveyance of overland flows.
f) The subdivision is to make provision for overland flows from the upstream catchment utilising roads and/or reserves.
g) Any road or access way intended to act as a stormwater overland flow path must be designed and constructed to comply with the floodway safety criteria outlined within Melbourne Water's Land Development Manual.

57. No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Melbourne Water's drains or watercourses.

58. Prior to the issue of a Certificate of Occupancy, engineering plans of the subdivision (in electronic format) must be submitted to Melbourne Water for our records. These plans must show road and drainage details and any overland flow paths for the 100 year ARI storm event.

59. Prior to commencement of works, a Site Management Plan detailing pollution and sediment control measures must be submitted to Melbourne Water.

60. Prior to the commencement of works, a separate application, direct to Melbourne Water, must be made for any works on or around our mains, drains and waterways. Applications shall be made online via the Melbourne Water website.

61. Any fencing that adjoins the waterway reserve must be see-through and to the satisfaction of Melbourne Water and the Responsible Authority.

WESTERN WATER CONDITIONS

62. The developer must produce for approval by Western Water an Integrated Water Management Plan (IWMP) that incorporates water efficiency measures and water sensitive urban design techniques that reduce reliance on potable water by increasing utilisation of fit-for-purpose alternative water supplies.

63. The IWMP must set out outcomes that appropriately respond to the site and its context for integrated water management to the satisfaction of Western Water. When approved by Western Water, the IWMP must be endorsed and form part of the permit.

64. The operator under this permit shall be obliged to enter into an Agreement with Western Water relating to the design and construction of any sewerage or water works required. The form of such Agreement shall be to the satisfaction of Western Water. The owner/applicant shall make a written request to Western Water for the terms and conditions of the agreement.

Water

65. It is essential the owner of the land enters into an agreement with Greater Western Water for the provision of water supply.

Sewer

66. It is essential the owner of the land enters into an agreement with Greater

Western Water for the provision of sewerage.

67. Prior to certification, the Plan of Subdivision must be referred to Greater Western Water in accordance with Section 8 of the Subdivision Act 1988.

VICTRACK CONDITIONS

68. The permit holder must, at all times, ensure that the common boundary with railway land is fenced at the permit holder's expense. Fencing of railway land must be a minimum of 1.8 metres high with the orientation of any supporting rails on the railway side to prohibit unauthorised access to the rail corridor.

69. Boundary wall / fence must be treated with a graffiti proof finish and any graffiti that appears on the wall must be cleaned / removed as soon as practicable to the satisfaction of the Rail Operator. Costs involved in clean/removal of graffiti and associated cost of permit/s for entry to VicTrack land will be borne by the developer or body corporate of the land.

70. The permit holder must not, at any time:
    a) allow any drainage, effluent, waste, soil or other materials to enter or be directed to the railway land; or
    b) store or deposit any waste, soil or other materials on the railway land.

71. The permit holder must not plant any plants or tree species that are likely to cause any future overhang onto the railway land or disturbance to the railway operations.

72. All works, including hoardings, must be undertaken within the subject land and must not encroach onto the railway land.

CFA CONDITIONS

Hydrants

73. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:
    - Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.
    - The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

    Note – CFA's requirements for identification of hydrants are specified in 'Identification of Street Hydrants for Firefighting Purposes' available under publications on the CFA web site (www.cfa.vic.gov.au)

Roads

74. Roads must be constructed to a standard so that they are:
    - Accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes

- The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.
- Curves must have a minimum inner radius of 10 metres.
- Have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.

SIGNAGE

75. The location and details of the sign(s), and any supporting structure, as shown on the endorsed plans, must not be altered without the written consent of the responsible authority.

76. The sign(s) must not be animated or contain any flashing or intermittent light.

77. The sign(s) must not be illuminated by external or internal light.
The responsible authority may consent in writing to vary this requirement.

PERMIT EXPIRY

78. This permit will expire if any of the following circumstances applies:
a) The development does not start within two (2) years of the date of issue of this permit.
b) The development is not completed within four (4) years of the date of issue of this permit.
c) The use is not commenced within two (2) years of the completion of the development.
d) The plan of subdivision is not certified within two (2) years of the date of this permit.
e) The plan of subdivision is not registered at Land Registry within five
f) (5) years of the certification of the subdivision.
g) In accordance with section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

79. This permit as it relates to a sign(s) will expire 15 years from the issued date of this permit.
On expiry of the permit, the sign and structures built specifically to support and illuminate it must be removed.
In accordance with Section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the responsible authority for an extension of the period referred to in this condition.

Permit Notes:

- Future owners of the land must be made aware of the existence of this permit.
- The Defect Liability Period commences from the date of Acceptance of Works and extend for a minimum period of 12 months. Landscaping and WSUD assets will

have a Defect Liability Period of 24 months.

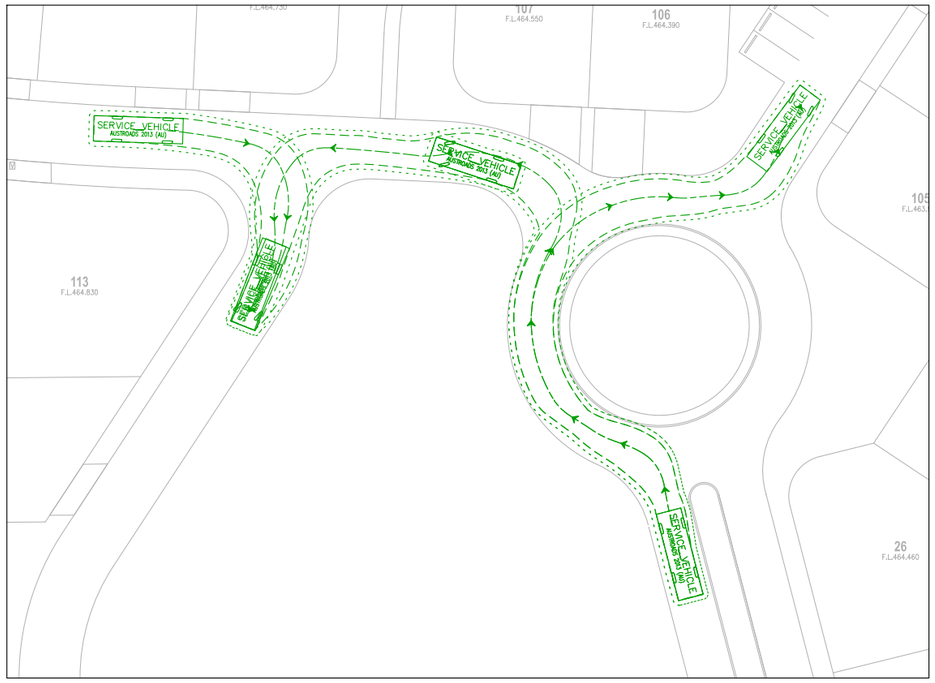
- Offset requirements are determined in accordance with DELWP (2017) Guidelines for the removal, destruction or lopping of native vegetation. Proposed offset sites must meet eligibility requirements including land use, bushfire risk, quality of vegetation and size of revegetation site. Please visit https://www.environment.vic.gov.au/native-vegetation/native-vegetation for further information.
- The department advises that live capture and relocation of native fauna will require a Management Authorisation under the Wildlife Act 1975. A Management Authorisation can be obtained from DELWP (environmental.research@delwp.vic.gov.au).
- Aboriginal Cultural Heritage:
- Work must cease should any aboriginal places, objects or human remains be discovered.
- The discovery of any aboriginal palaces or objects must be reported as soon as possible to Aboriginal Affairs Victoria.
- The discovery of any human remains must be reported to be police or the coroner immediately.
- Further information concerning the Aboriginal Heritage Act 2006 is available at Aboriginal Affairs Victoria https://www.aboriginalvictoria.vic.gov.au/ or telephone 1800 762 003.

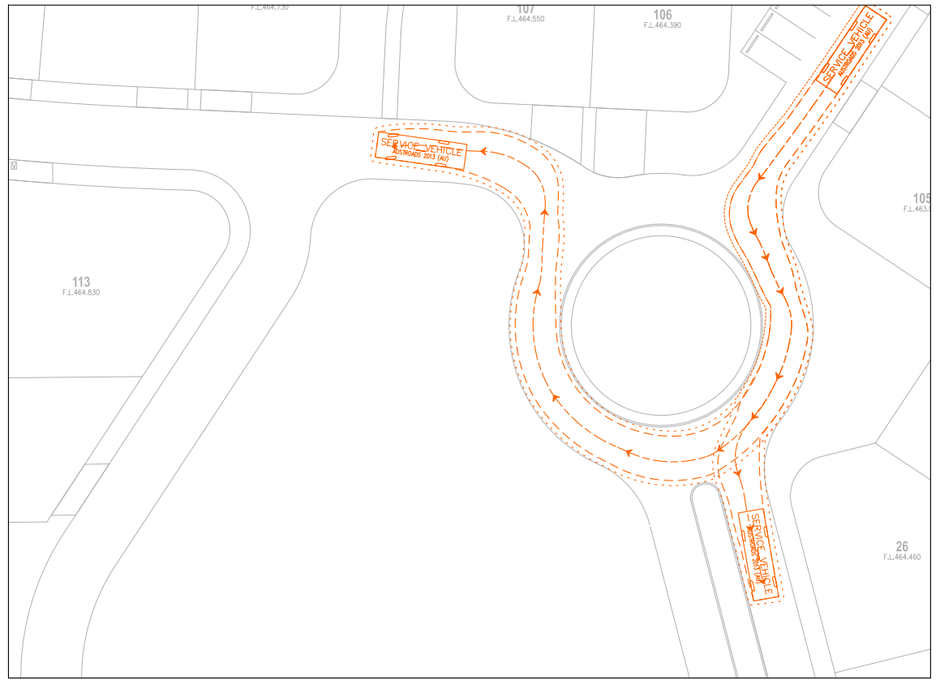
THE PERMIT HAS BEEN EXTENDED AS FOLLOWS:

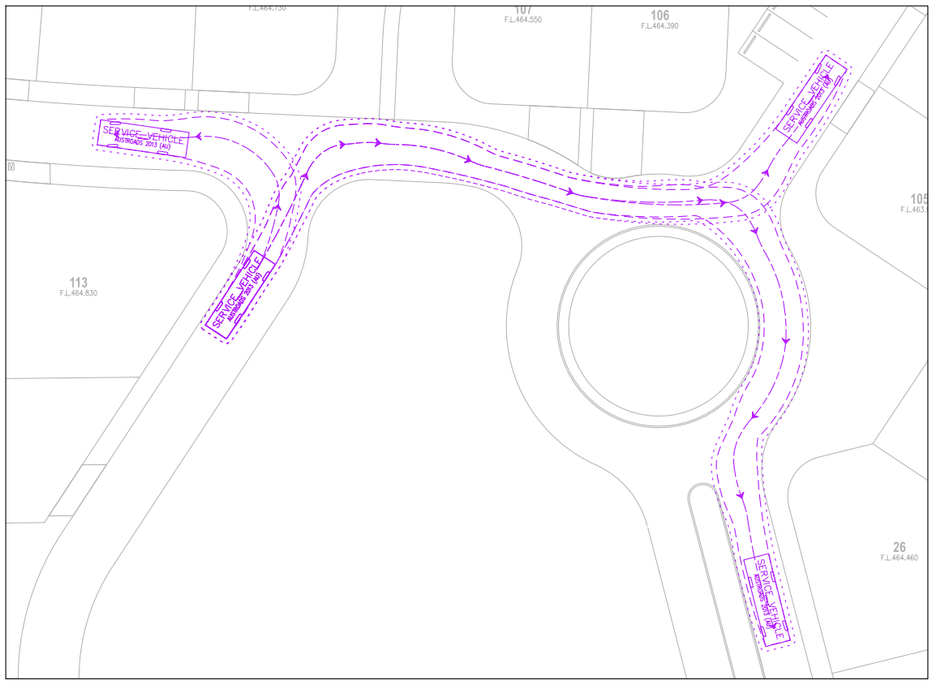
Date of Extension	Brief description of the extension	Duration of extension
24 July 2023	Planning Permit PLN/2019/315 is hereby extended for a further period of two (2) years. The development must be commenced and subdivision certified by 30 July 2025 with the completion of the development to occur by 30 May 2027 and registration of the subdivision at the land titles office within 5 years of the certification of the subdivision.	The permit has been extended for a further two years.
6 August 2025	This permit will expire if one of the following circumstances applies: • The development does not start by 30 July 2026. • The development is not completed by 30 July 2028. • The use is not commenced without two (2) years of the completion of the development. • The plan of subdivision is not certified by 30 July 2026. • The plan of subdivision is not registered at Land Registry within five (5) years of the certification of the subdivision.	Permit has been extended for a further one year.

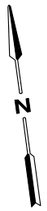
THIS PERMIT HAS BEEN AMENDED AS FOLLOWS:

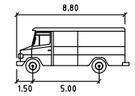
Date of Amendment	Brief description of amendment	Name of responsible authority that approved the amendment	Section of the Act under which the permit has been amended
3 November 2025	Inclusion of additional condition 1 i) to r) requirements. Replacement of DELWP conditions with DEECA conditions 43 to 53 (including a change in condition titles.	Macedon Ranges Shire Council	Section 74
Insert date amendment approved	Amendment to the permit preamble, permit conditions and the endorsed plans including: • Removal of the sales office, four associated car parking spaces and an amended road layout. • One additional dwelling. • Inclusion of an entrance gate and fencing. • Revised design and configuration of the clubhouse, homestead and former stables. • Additional tree removal and retention of 1 tree previously approved for removal. • Changes to internal landscaping including relocation of the bowling green and realignment of the internal footpath network. • Updated fencing schedule including new security fencing elements. • Introduction of business identification signage located. • The display of business identification signage included in the permit preamble. • Amendment to the wording of conditions 1.m) and 73. • Inclusion of conditions 65-67, 74-77 and 79.	Macedon Ranges Shire Council	Section 74











SERVICE VEHICLE meters

Width	: 2.50
Track	: 2.50
Lock to Lock Time	: 6.0
Steering Angle	: 38.7

SWEPT PATH LEGEND

- — — — DESIGN VEHICLE SWEPT PATHS SHOWN DASHED
- - - - - - - - 500mm CLEARANCE ENVELOPE SHOWN DOTTED

CAD File: N:\Projects\2023\230865\Drawings\230865SPA300.dgn

Date Plotted: 31-08-2026 13:28:30

onemilegrid
Wurundjeri Woiwurung Country
56 Down Street, Collingwood, VIC 3066
Email: info@onemilegrid.com.au Web: www.onemilegrid.com.au
Phone (03) 9939 8250

Drawing Title
72-92 FERRIER ROAD, NEW GISBOURNE
VEHICLE SITE ACCESS - ROUNDABOUT
SWEPT PATH ANALYSIS

Designed	Approved	Melway Ref
JPB	VG	658 C8

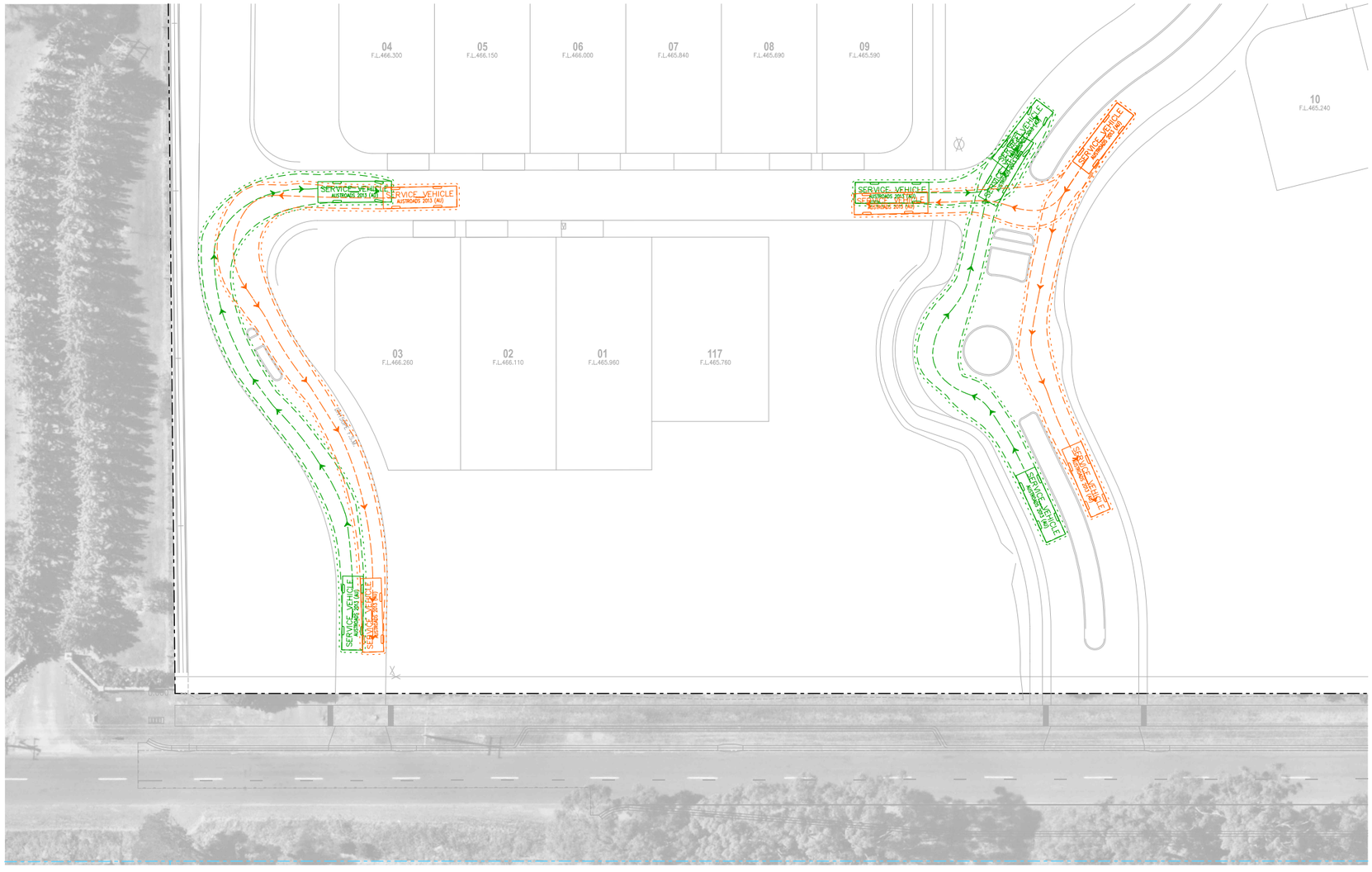
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Drawing Number	Revision
230865 SPA300	A

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We acknowledge and extend our appreciation to the Wurundjeri People, the Traditional Owners of the land. We pay our respects to leaders and Elders past, present and emerging for they hold the memories, the traditions, the culture, and the hopes of all Wurundjeri Peoples.

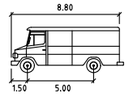
Aerial Photography
Aerial photography provided by Nearmap



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CAD File: \\auvtsvr01\Company\Projects\2023\230865\Drawings\230865SPA301.dgn

Date Plotted: 09-09-2026 09:11:04



SERVICE VEHICLE	meters
Width	: 2.50
Track	: 2.50
Lock to Lock Time	: 6.0
Steering Angle	: 38.7

SWEPT PATH LEGEND

- — — — DESIGN VEHICLE SWEPT PATHS SHOWN DASHED
- · · · · · · · · 300mm CLEARANCE ENVELOPE SHOWN DOTTED

onemilegrid

Wurundjeri Woiwurung Country
56 Down Street, Collingwood, VIC 3066
Email: info@onemilegrid.com.au Web: www.onemilegrid.com.au
Phone (03) 9939 8250

Drawing Title
72-92 FERRIER ROAD, NEW GISBOURNE
VEHICLE SITE ACCESS - ROUNDABOUT
SWEPT PATH ANALYSIS

Designed	Approved	Melway Ref
JPB	VG	658 C8

Scale 1:500 @ A3 (0 2.5 5 10)

Drawing Number	Revision
230865 SPA301	B

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Aerial Photography
Aerial photography provided by Nearmap


T.C.L
GEMLIFE: NEW GISBORNE
TOWN PLANNING AMENDMENT
REVISION P2
SEPTEMBER 2026

MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
This plan satisfies condition 44 of the Planning Permit
Date: 2/03/2026

Authorised Officer: Verity Games

Page: 1 of 13

EXISTING SITE



Notes:
This drawing (endorsed 02/03/2026) is prepared and issued by MDG Landscape Architects, and is included in this package for information and reference. Detailed Documentation will align with this page.

T.C.L

M2505 Gemlife New Gisborne SEPT 2026
Town Planning REV P2 mdg

LANDSCAPE CONCEPT : KEY AREAS

1:2000 @A3

LEGEND

- Extent of Work
- Concrete
- Locally Sourced Paving
- Permeable Paver
- Cobble Paving
- Stepping Stone
- Timber Deck
- Lawn
- Bollard Light
- Existing Tree
- Proposed Tree
- Tree to be removed

1 Heritage Gardens + Pocket Park

This central precinct provides an active heart for the Gemlife Community. Centred around the heritage homestead, a series of garden rooms provides a range of spaces catering for small and large scale uses, this includes: the Bowling Green, the Garden Room, Macedon Park, Dining Terrace, Courtyard, the Orchard Park, the Secret Garden and functional service areas.

2 Ferrier Road Arrival Experience

A key arrival moment for the residents and visitors that references the natural features of this region while creating a clear, unique and secure gateway.

3 Linear Reserve + Macedon Ranges Connection

A linear parkland and key neighbourhood connector, guided by the view of the Macedon Ranges. A series of three linear pocket parks provide a lush garden walkway with opportunities for rest and moments of curiosity and wonder.

Notes:

Pedestrian footbridge location to be approved by Melbourne Water (Condition 1a)

Plantings around conservation areas to be in accordance with the New Gisborne Development Plan Conservation Management Plan by Brett Lane & Associates Pty Ltd, dated 2013, or equivalent updated conservation management plan (Condition 44d).

Public use infrastructure to be located so that the native vegetation shown as to be retained is not so close as to present a structural failure hazard or pose a risk to personal safety or property. To be confirmed by Arborist during detailed design (Condition 44f).

Mulching is only permitted under trees that do not support existing understorey values (Condition 44g).

All planting works in close proximity to areas of native vegetation to be retained (including trees and planting on the edge of the conservation area) are to be undertaken with indigenous plant species from the relevant ecological vegetation class (Condition 44i).

T.C.L



Retention of Tree 94 within the passive recreation park (Condition 44e)

All native vegetation (patches and trees) to be retained, as per the boundaries identified in the Flora and Fauna Assessment, prepared by Nature Advisory dated August 2025 (Condition 44a)

No works, including level changes, or path networks, to be shown within areas of native vegetation to be retained (Condition 44b)

New street trees to be provided along Ferrier Road (Condition 41)

M2505 Gemlife New Gisborne
Town Planning

SEPT 2026
REV P2

LANDSCAPE CONCEPT : HERITAGE GARDENS + POCKET PARK

1:750 @A3

LEGEND

- Extent of Work
- Concrete
- Locally Sourced Paving
- Permeable Paver
- Cobble Paving
- Stepping Stone
- Timber Deck
- Lawn
- Bollard Light
- Existing Tree
- Proposed Tree
- Tree to be removed

1. Bowling Green
2. Garden Room
3. Macedon Park
4. Dining Terrace
5. Courtyard
6. Orchard Park
7. Secret Garden
8. Pocket Park
9. Seating Opportunity



Spillout spaces on both sides of central lawn with water feature and deck

Pocket Park with generous lawn and seating under existing trees

Retention of Tree 94 within the passive recreation park (Condition 44e)

Central lawn edged with choreographed bulb planting

Arbor to provide shelter adjacent to Bowling Green

Bowling Green is rotated east-west in respect to the visual connection between the homestead and view to ranges

Path connecting the Heritage Gardens to Pocket Reserve

Lawn at lower level to ties into the primary path and gives breathing room to the homestead frontage

Outdoor deck flushed with the Clubhouse with a northern aspect and an iconic view to the ranges to provide amenity all year round

Existing Homestead Building is retained and converted as part of gathering spaces

Cosy outdoor lounge for social winter evenings

Carpark for the Clubhouse Area

Existing historical stable to be retained and converted to Admin Building

Secret Garden space with planters enclosed by existing heritage hedge

Existing heritage hedge to be retained

Arrival park characterised by existing orchard planted with productive resilient species

Pedestrian path leading to the Ferrier Road entry

Notes:

Plantings around conservation areas to be in accordance with the New Gisborne Development Plan Conservation Management Plan by Brett Lane & Associates Pty Ltd, dated 2013, or equivalent updated conservation management plan (Condition 44d).

Public use infrastructure to be located so that the native vegetation shown as to be retained is not so close as to present a structural failure hazard or pose a risk to personal safety or property. To be confirmed by Arborist during detailed design (Condition 44f).

Mulching is only permitted under trees that do not support existing understorey values (Condition 44g).

All planting works in close proximity to areas of native vegetation to be retained (including trees and planting on the edge of the conservation area) are to be undertaken with indigenous plant species from the relevant ecological vegetation class (Condition 44i).

T.C.L

M2505 Gemlife New Gisborne SEPT 2026
Town Planning REV P2

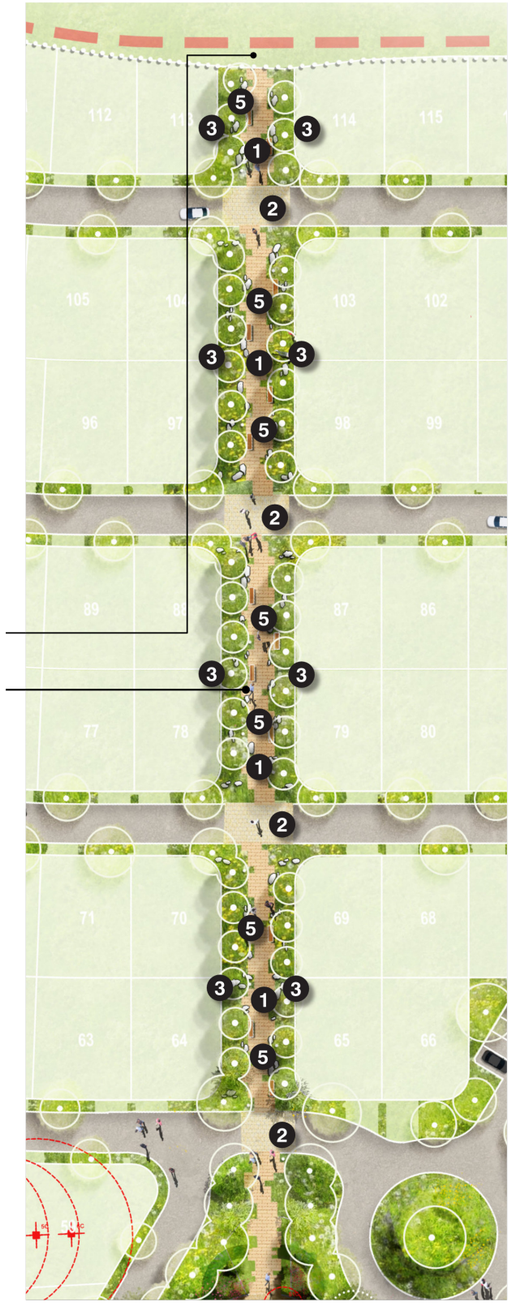
LANDSCAPE CONCEPT : LINEAR RESERVE + LINK TO MACEDON RANGES

1:500 / 1:250 @A3

LEGEND

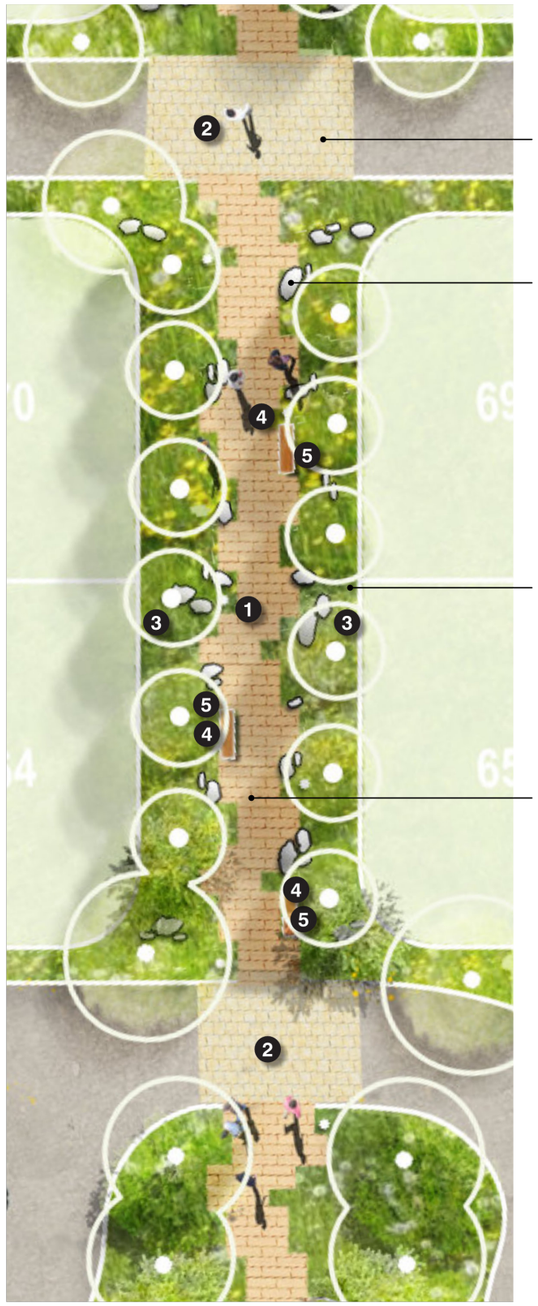
- Extent of Work
- Concrete
- Locally Sourced Paving
- Permeable Paver
- Cobble Paving
- Stepping Stone
- Timber Deck
- Lawn
- Bollard Light
- Existing Tree
- Proposed Tree
- Tree to be removed

1. Garden Trail
2. Paving Threshold
3. Buffer Planting
4. Places for Pauses
5. Seating Opportunity



Future connecting paths to Melbourne Water Reserve

Linear reserve connection and views to Macedon Ranges preserved



Stone paving continues along road networks to highlight pedestrian priority

Split face boulders along the Garden trail, providing spaces for respite during long strolls, and moments of curiosity and play for younger visitors

Border planting as a buffer between the trail and adjacent properties of minimum 3m tall

Informal stone paved garden path winding within a garden corridor

Notes:

Plantings around conservation areas to be in accordance with the New Gisborne Development Plan Conservation Management Plan by Brett Lane & Associates Pty Ltd, dated 2013, or equivalent updated conservation management plan (Condition 44d).

Public use infrastructure to be located so that the native vegetation shown as to be retained is not so close as to present a structural failure hazard or pose a risk to personal safety or property. To be confirmed by Arborist during detailed design (Condition 44f).

Mulching is only permitted under trees that do not support existing understorey values (Condition 44g).

All planting works in close proximity to areas of native vegetation to be retained (including trees and planting on the edge of the conservation area) are to be undertaken with indigenous plant species from the relevant ecological vegetation class (Condition 44i).

T.C.L

M2505 Gemlife New Gisborne
Town Planning

SEPT 2026
REV P2

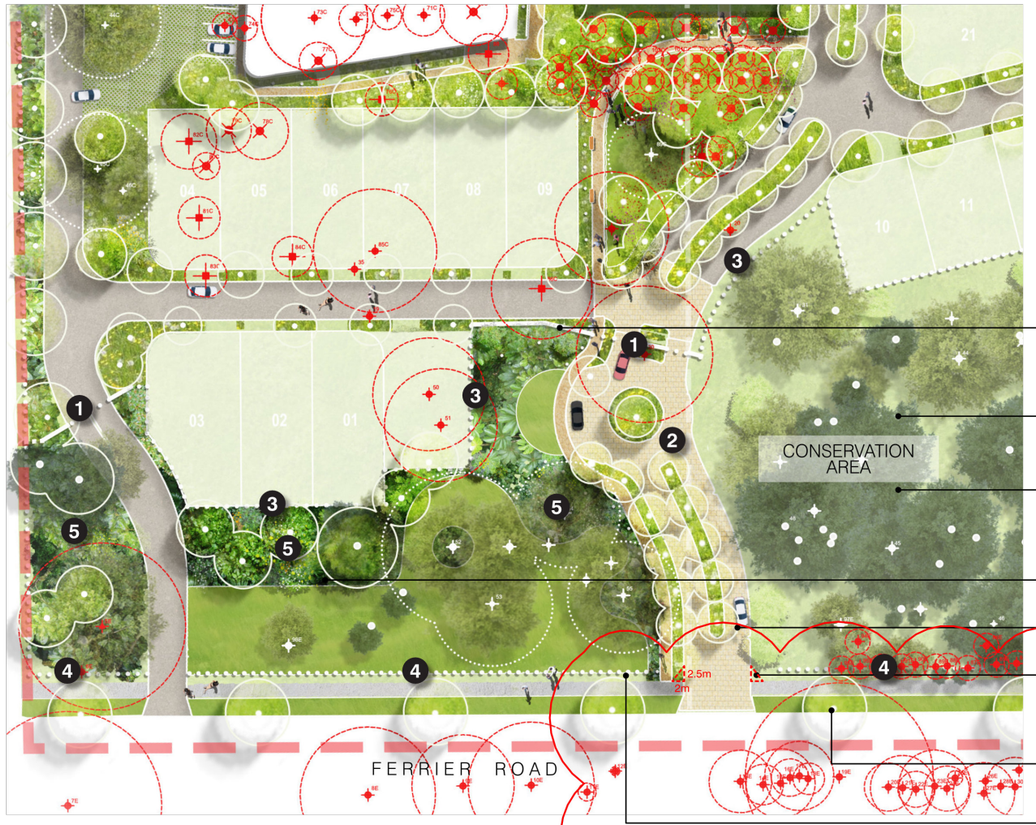
LANDSCAPE CONCEPT : FERRIER ROAD ARRIVAL EXPERIENCE

1:750 @A3

LEGEND

- Extent of Work
- Concrete
- Locally Sourced Paving
- Permeable Paver
- Cobble Paving
- Stepping Stone
- Timber Deck
- Lawn
- Bollard Light
- Existing Tree
- Proposed Tree
- Tree to be removed

1. Entry Wall
2. Entry Threshold
3. Security Fencing
4. Front Fencing
5. Buffer Planting



Sculptural entry wall that provides a formal gateway and signage for the site entry whilst paying homage to the heritage and site qualities through materiality and craftsmanship of the stone walls.

No works, including level changes, or path networks, to be shown within areas of native vegetation to be retained (Condition 44b)

All native vegetation (patches and trees) to be retained, as per the boundaries identified in the Flora and Fauna Assessment, prepared by Nature Advisory dated August 2025 (Condition 44a)

Buffer of native vegetation as a functional boundary and screening

Stone paving to highlight significant transitions and walkways

Landscaping adjacent to the 2.5m x 2m corner splays to be less than 900mm in height

New street trees to be provided along Ferrier Road (Condition 41)

Fencing along Title Boundary to be 1.2m high timber post and mesh with a minimum of 50% permeability to not cause visual obstruction at access ways

P2

Notes:

Plantings around conservation areas to be in accordance with the New Gisborne Development Plan Conservation Management Plan by Brett Lane & Associates Pty Ltd, dated 2013, or equivalent updated conservation management plan (Condition 44d).

Public use infrastructure to be located so that the native vegetation shown as to be retained is not so close as to present a structural failure hazard or pose a risk to personal safety or property. To be confirmed by Arborist during detailed design (Condition 44f).

Mulching is only permitted under trees that do not support existing understorey values (Condition 44g).

All planting works in close proximity to areas of native vegetation to be retained (including trees and planting on the edge of the conservation area) are to be undertaken with indigenous plant species from the relevant ecological vegetation class (Condition 44i).

T.C.L

M2505 Gemlife New Gisborne
Town Planning

SEPT 2026
REV P2

PLANTING : Indicative Plant Species Lists

Species name	Common Name
Street Tree	
Acacia implexa	Lightwood
Acer palmatum 'Elegans'	Elegans Maple
Acer camprestre 'Elsrijk'	Acer
Acer truncatum x Acer platanoides 'Warrenred'	Pacific Sunset Maple
Acer rubrum 'Autumn Red'	Red Maple
Betula utilis var. jacquemontii	Himalayan Birch
Cercis canadensis 'Forest Pansy'	Forest Pansy
Corymbia citridora 'Scentuous'	Dwarf Lemon Scented Gum
Eleaocarpus reticulatus 'Prima Donna'	Blueberry Ash
Eucalyptus paucifolia	Snow Gum
Eucalyptus caesia 'Silver Princess'	Silver Princess Gum
Eucalyptus forrestiana	Fuchsia Gum
Eucalyptus gregsoniana	Dwarf snow gum
Eucalyptus leucoxylon 'Euky Dwarf'	Drawf Eucalypt
Eucalyptus mannifera 'Little Spotty'	Dwarf Eucalypt
Eucalyptus paucifolia 'Little Snowman'	Dwarf Eucalypt
Eucalyptus leucoxylon rosea 'Scarlet'	Dwarf Eucalypt
Fraxinus griffithii	Evergreen Ash
Laurus nobilis	Bay tree
Lagerstroemia indica 'Natchez'	Natchez Crepe Myrtle
Lagerstroemia indica 'Tuscarora'	Tonto Crepe Myrtle
Malus ioensis 'Plena'	Bechtel Crab Apple
Melia azederach 'Elite'	White cedar
Olea Europea	Olive Tree
Pistachia chinensis	Chinese pistachio
Pyrus nivalis	Snow Pear
Pyrus calleryana 'Capital'	Capital Ornamental Pear
Robinia pseudoacacia 'Frisia'	Golden Robinia
Tristaniopsis laurina 'Luscious'	Kanooka
Ulmus pavifolia 'Todd'	Chinese Elm
Waterhousia floribunda 'Whisper'	Weeping Lilly-pilly
Waterhousia floribunda 'Sweeper'	Weeping Lilly-pilly
Zelkova serrata 'Green Vase'	Zelkova cultivar

Large Shrubs	
Choisya ternata	Dwarf Bay Tree
Eucalyptus pulverenta 'Baby blue'	Silver-leaved Mountain Gum (shrub form)
Grevillea 'Scarlet Sprite'	Scarlet Sprite
Grevillea 'Superb'	Superb Grevillea
Leptospermum 'Lemon Frost'	Tea Tree
Leucadendron 'Safari Sunset'	Safari Sunset
Murraya paniculata	Orange Jessamine
Photinia glabra 'Rubens'	Photinia
Prunus lusitanica	Portugese laurel
Syzygium australe 'Resilience'	Resilience Lilly Pilly
Syzygium australe 'Pinnacle'	Pinnacle Brush Cherry
Syzygium paniculatum 'Elite'	Elite Brush Cherry
Medium Shrubs	
Blehnum nudum	Fishbone Water Fern
Crowea 'Festival'	Crowea
Callistemon viminalis 'Green John'	Green John
Escallonia 'Pixie Pink'	Dwarf Escallonia
Hebe 'Snowdrift'	Snowdrift Hebe
Gaura lindheimeri 'Siskiyou Pink'	Beeblossom
Loropetalum chinense 'Bobz Pink'	Loropetalum chinense 'Bobz Pink'
Loropetalum chinense 'Plum Gorgeous'	Loropetalum Plum Gorgeous
Rhaphiolepis indica 'Snow Maiden' / Springtime'	Indian Hawthorn
Rosmarinus officinalis 'Tuscan Blue'	Tuscan Blue Rosemary
Rosemary 'Tuscan Blue'	Tuscan Rosemary
Syzygium australe 'Tiny Trev'	Tiny Trev Lilly Pilly
Westringia 'Wynyabbie Gem'	Wynyabbie Gem Westringia
Small Shrub	
Acacia cognata 'Mini-cog'	Mini Cog Wattle
Correa glabra 'Ivory Lantern'	Dwarf Correa
Correa 'Dusky Bells'	Dwarf Correa
Fatsia japonica	Japanese Aralia
Goodenia ovata 'Goodnoya'	
Hebe 'Inspiration'	Inspiration Hebe
Hebe buxifolia	Box leaf Hebe
Hebe 'Snowdrift'	Snowdrift Hebe
Hebe 'Wiri Mist'	Wiri Mist Hebe
Helichrysum petiolare 'Lime Light'	Lime Light Licorice Plant
Lavandula pedunculata 'The Princess'	Princess Lavender
Lavandula angustifolia	English Lavender
Penstemon 'Cha Cha Purple'	Beard Tongue
Salvia officinalis 'Mystic Spires'	Purple-leaved Sage
Salvia officinalis	Common Sage
Salvia leucantha 'Santa Barbara'	Mexican Bush Sage
Salvia 'Kisses and Wishes'	Kisses and Wishes
Westringia fruticosa 'Mundi'	Prostrate Native Rosemary
Westringia fruticosa 'Aussie Box'	Aussie Box

Groundcover	
Brachyscome 'Kimba Peach' / 'Kimba Jewel' / 'Mohave Orange'	Daisy
Banksia spinulosa 'Birthday Candles'	Birthday Candles Banksia
Dichondra repens	Kidney Weed
Dichondra argentea	Dichondra 'Silver Falls'
Goodenia ovata prostrate	Prostate Hop Goodenia
Hardenbergia violacea 'Meema'	Hardenbergia Meema
Hebe 'Pretty 'n' Pink'	Hebe 'Pretty 'n' Pink'
Juniperus conferta	Shore Juniper
Myoporum parvifolium 'Broad Leaf Form'	Broad leaf Creeping Boobialla
Rosa 'Flower Carpet White'	White Flower Carpet Rose
Trachelospermum asiaticum	Star Jasmine
Vinca minor	Periwinkle
Zoysia tenuifolia	Korean Velvet Grass
Tufting	
Acanthus mollis	Oyster Plant
Arthropodium cirratum 'Matapouri Bay'	Matapouri Bay
Aspidistra elatior	Cast Iron Plant
Clivia miniata	
Cycas revoluta	Cycad
Doryanthes excelsa	Gymea Lily
Dianella 'Lucia'	Lucia flax
Hemerocallis 'On and On'	Day Lily
Liriope muscari 'Evergreen Giant'	Evergreen Giant Lirope
Liriope muscari 'Just Right'	Evergreen Giant Lirope
Lomandra 'Lime Tuff'	Lime Tuff Mat Rush
Lomandra longifolia 'Tanika'	Fine Leaf Spiny Mat Rush
Lomandra 'Nyalla'	Lomandra Nyalla
Patersonia occidentalis	Purple Flag
Poa labillardieri 'Eskdale'	Eskdale Tussock Grass
Plectranthus ecklonii 'White'	Cockspur Flower
Sedum 'Autumn Joy'	Sedum Autumn Joy
Tulbaghia 'Dark Star'	Tulbaghia 'Dark Star'
Climbers	
Ficus pumila	Creeping Fig
Hardenbergia violacea	Purple coral pea
Pandorea pandorana	Wonga Wonga Vine
Parthenocissus tricuspidata	Boston Ivy
Parthenocissus quinquefolia	Virginia Creeper

* NOTE:
+ Plant species list to be refined during detailed design phase.
+ All planting works in close proximity to areas of native vegetation to be retained are to be undertaken with indigenous plant species from the relevant ecological vegetation class

Notes:
This drawing (endorsed 02/03/2026) is prepared and issued by MDG Landscape Architects, and is included in this package for information and reference. Detailed Documentation will align with this page.

MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
This plan satisfies condition 44 of the Planning Permit
Date: 2/03/2026

Authorised Officer: Verity Games

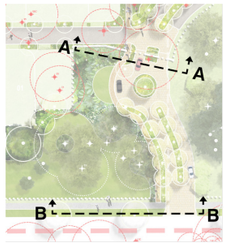
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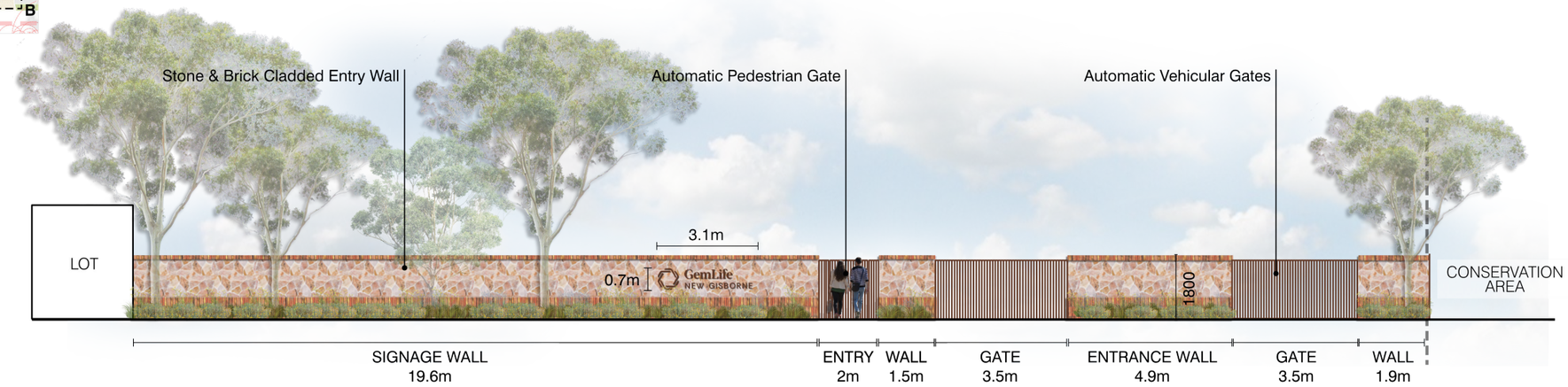
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M2505 Gemlife New Gisborne
Town Planning
SEPT 2026
REV P2
mdg

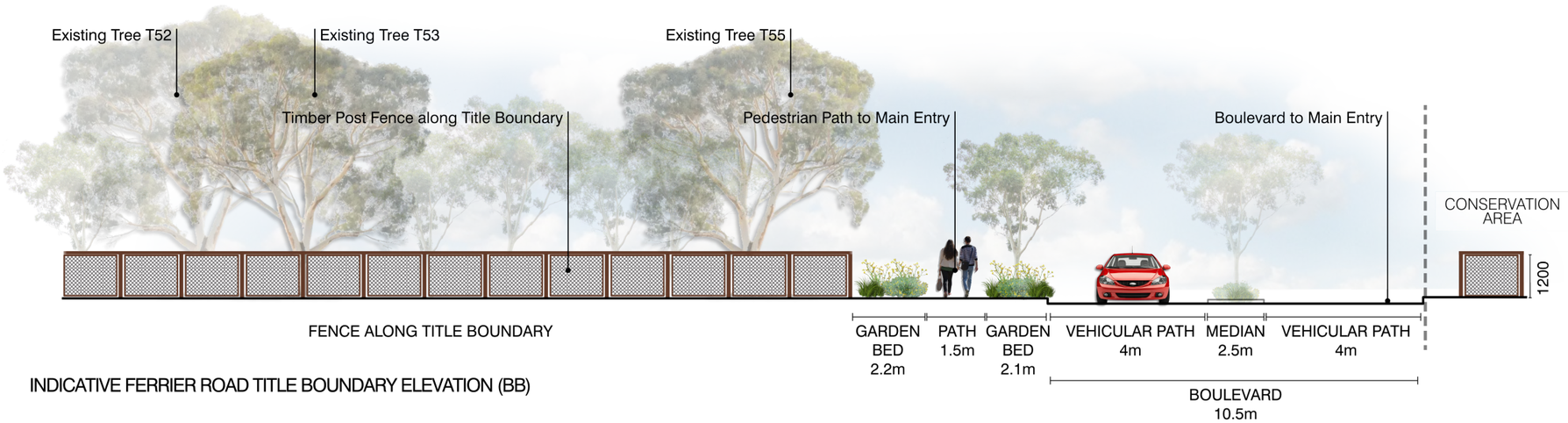
LANDSCAPE CONCEPT : FERRIER ROAD ARRIVAL ELEVATION

SITE PLAN





INDICATIVE FERRIER ROAD MAIN ENTRY ELEVATION (AA)



INDICATIVE FERRIER ROAD TITLE BOUNDARY ELEVATION (BB)

T.C.L

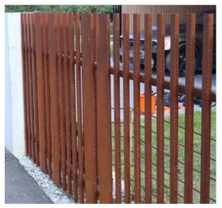
M2505 Gemlife New Gisborne
Town Planning

SEPT 2026
REV P2

INDICATIVE FENCING ARRANGEMENTS

1:2000 @A3

LEGEND



1.8m high Blade Fencing *with minimum 50% permeability*



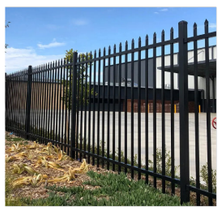
1.8m high Baton Fencing *with minimum 50% permeability*



1.8m high Colourbond Fencing



1.8m high Colourbond Fencing with taper to front of lot



1.8m high Speartop Perimeter Fencing *with minimum 50% permeability*



1.8m high Stone and Brick Cladded Wall



1.2m high Timber Post and Mesh Fence *with minimum 50% permeability*



1.2m high Baton Fencing *with minimum 50% permeability*

T.C.L



M2505 Gemlife New Gisborne
Town Planning

SEPT 2026
REV P2

MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
This plan satisfies condition 44 of the Planning Permit
Date: 2/03/2026

Authorised Officer: Verity Games

Page: 10 of 13

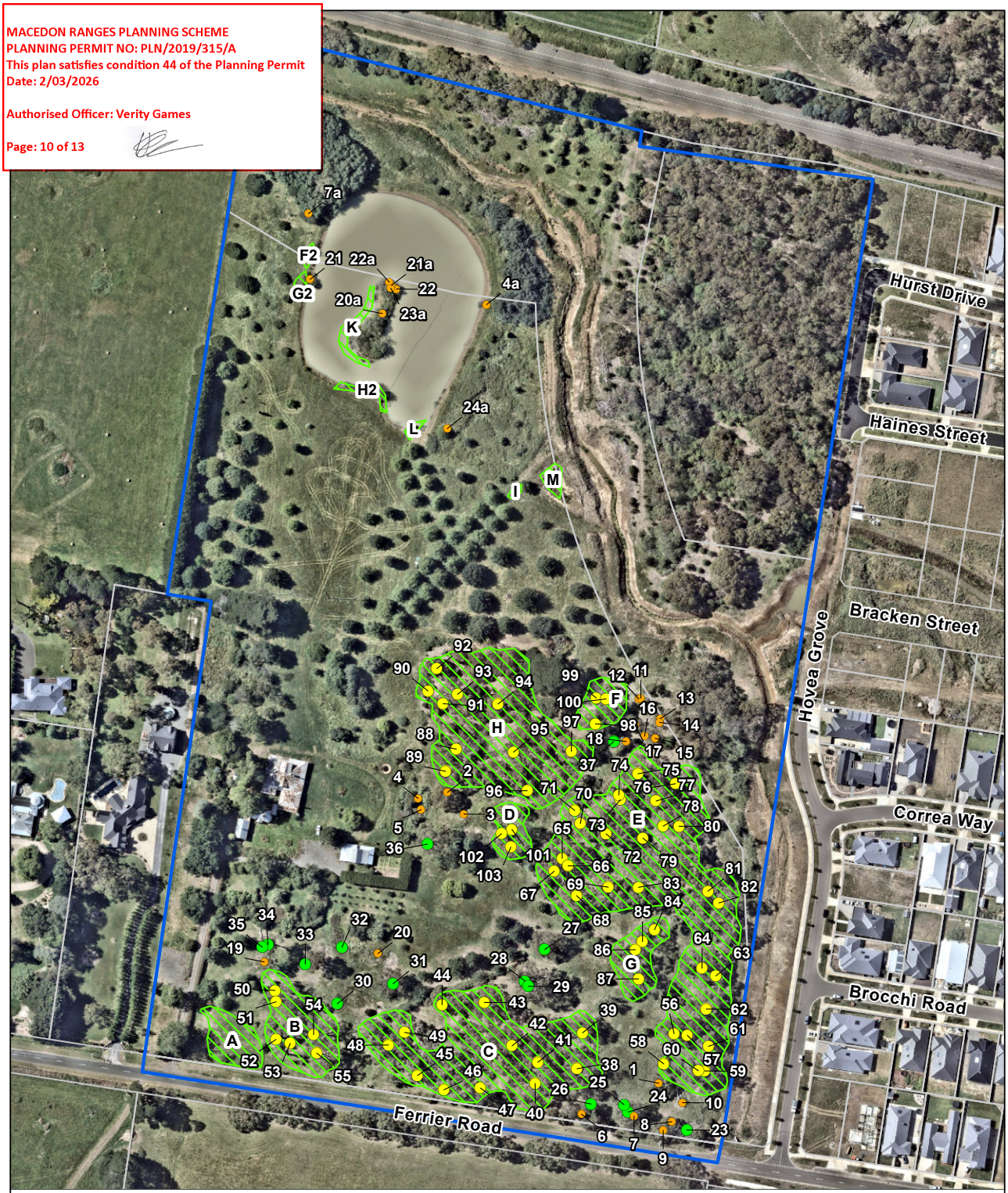


Figure 1: Study area and native vegetation

Project No: 18006_05 **Project**: Ferrier Road, New Gisborne **Date**: 18/08/2025

Study area

Native vegetation

- Large Tree in Patch
- Large Scattered Tree
- Small Scattered Tree
- Higher Rainfall Plains Grassy Woodland (EVC 55_63)

N

Metres 0 25 50 75

GDA 1994 VICGRID94

Nature Advisory
PO Box 337, Camberwell, VIC 3124, Australia
www.natureadvisory.com.au
03 9815 2111 - info@natureadvisory.com.au

18006_05 Figure 1: Study area and native vegetation - Created by: james - E:\GIS\2018 Jobs\18006\18006_05_NVR.aprx

MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
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Authorised Officer: Verity Games

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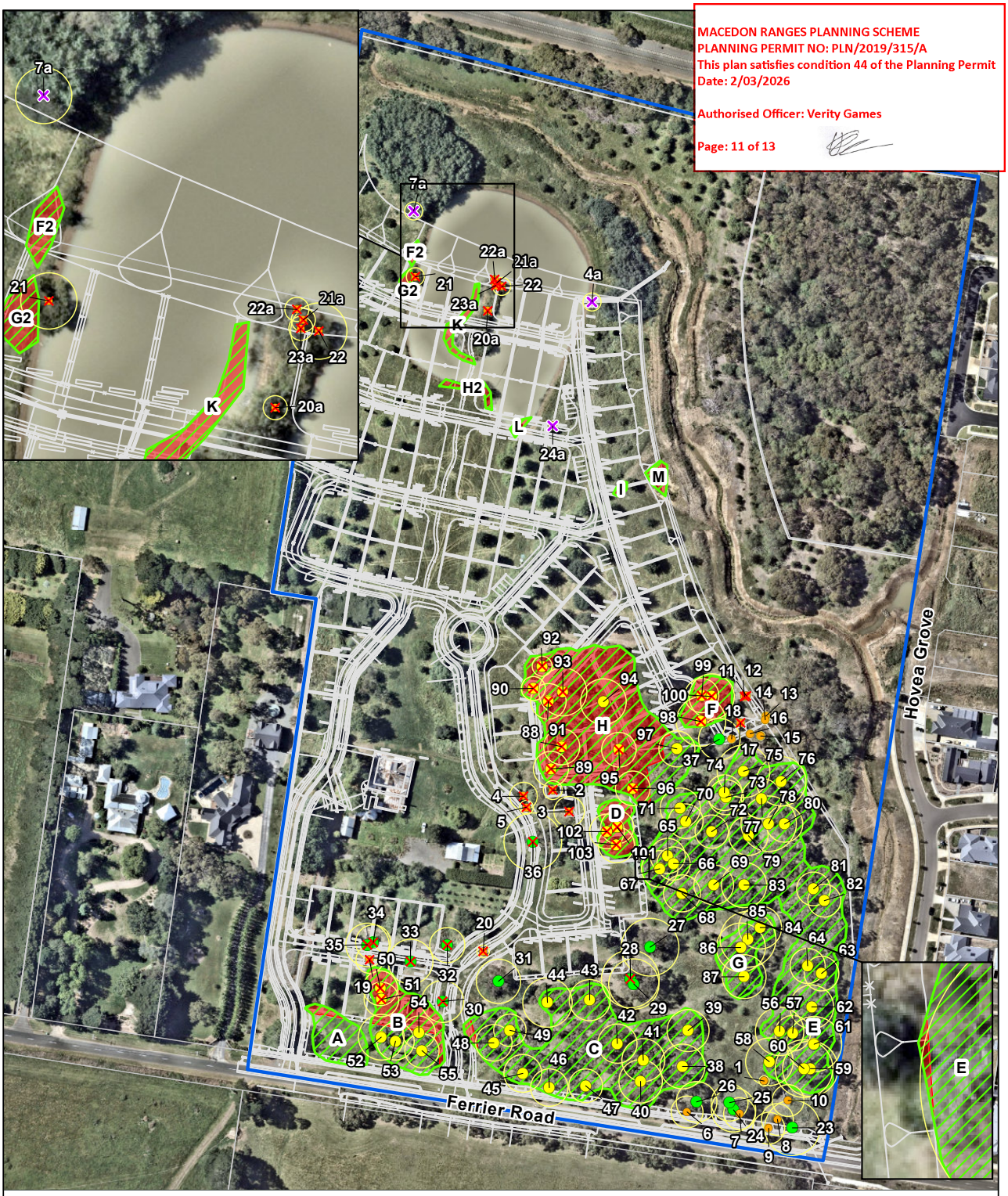


Figure 2: Native vegetation to be removed

Project No: 18006_05 **Project**: Ferrier Road, New Gisborne **Date**: 12/08/2025

Study area
Development footprint

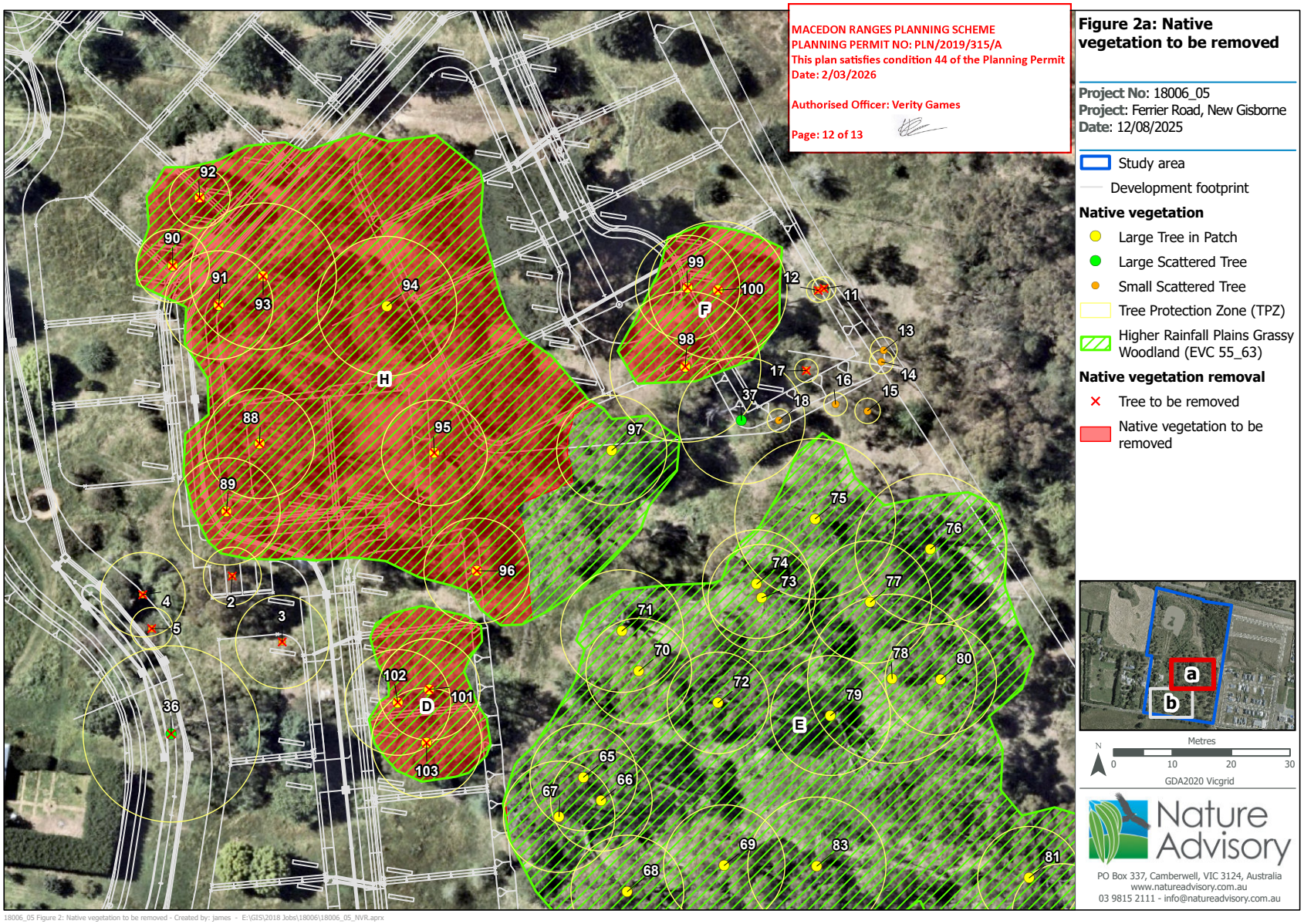
Native vegetation
Large Tree in Patch
Large Scattered Tree
Small Scattered Tree
Tree Protection Zone (TPZ)
Higher Rainfall Plains Grassy Woodland (EVC 55_63)

Native vegetation removal
Tree to be removed
Past removal
Native vegetation to be removed

N
Metres
0 25 50 75
GDA2020 Vicgrid

Nature Advisory
PO Box 337, Camberwell, VIC 3124, Australia
www.natureadvisory.com.au
03 9815 2111 - info@natureadvisory.com.au

18006_05 Figure 2: Native vegetation to be removed - Created by: james - E:\GIS\2018 Jobs\18006\18006_05_NVR.aprx


MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
This plan satisfies condition 44 of the Planning Permit
Date: 2/03/2026
Authorised Officer: Verity Games
Page: 12 of 13
Figure 2a: Native vegetation to be removed
Project No: 18006_05
Project: Ferrier Road, New Gisborne
Date: 12/08/2025
Study area
Development footprint
Native vegetation
Large Tree in Patch
Large Scattered Tree
Small Scattered Tree
Tree Protection Zone (TPZ)
Higher Rainfall Plains Grassy Woodland (EVC 55_63)
Native vegetation removal
Tree to be removed
Native vegetation to be removed
Metres
0 10 20 30
GDA2020 Vicgrid
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18006_05 Figure 2: Native vegetation to be removed - Created by: james - E:\GIS\2018 Jobs\18006\18006_05_NVR.aprx

MACEDON RANGES PLANNING SCHEME
PLANNING PERMIT NO: PLN/2019/315/A
This plan satisfies condition 44 of the Planning Permit
Date: 2/03/2026

Authorised Officer: Verity Games

Page: 13 of 13



Figure 2b: Native vegetation to be removed

Project No: 18006_05
Project: Ferrier Road, New Gisborne
Date: 12/08/2025

Study area
Development footprint

Native vegetation

Large Tree in Patch
Large Scattered Tree
Small Scattered Tree
Tree Protection Zone (TPZ)
Higher Rainfall Plains Grassy Woodland (EVC 55_63)

Native vegetation removal

Tree to be removed
Native vegetation to be removed

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18006_05 Figure 2: Native vegetation to be removed - Created by: james - E:\GIS\2018 Jobs\18006\18006_05_NVR.aprx

JOHN PATRICK

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14 September 2026

Mr. Nicholas Spencer
Senior Development Manager
GemLife
120 Siganto Drive
Helensvale QLD 4212

Dear Nic,

72-74 Ferrier Road, New Gisborne (GemLife) | Commentary on Impacts of Amended Landscape Plans

I have been asked to provide observations about the impact of amendments proposed to the Landscape Plans prepared by TCL Landscape Architects for the GemLife development at 72-74 Ferrier Lane, Gisborne. The plans form part of an amendment to an existing Planning Permit (2019/315/A) for the site granted by Macedon Ranges Shire Council.

I make these comments without having undertaken further visits to the site; they derive entirely from my review of amended plans, the Arboricultural Reports prepared for the site by Homewood Arboricultural Services and the Heritage Impact Statement prepared by Trethowan Heritage.

I note that changes revolve around the proposed construction of a larger Clubhouse with a more contemporary design which includes north-facing dining terrace space and outdoor sitting space together with modest changes to the built form notably to the south and east of the Clubhouse with concomitant changes to the landscape layout. Changes are generally focussed adjacent to the Clubhouse though I note the proposal to amend the site entry to be set back from the front boundary fence, and I additionally will provide comment on these changes.

Construction of Bowling Green to the north of the Clubhouse with arbours to east and west.

Importantly, the relocation of the Bowling Green to the north of the Clubhouse as opposed to its earlier location to the east, maintains an open space directly to the north of the heritage property thereby permitting the visual link between the house and the Macedon Ranges to the north to be protected and appreciated. This is not a single view, the return view towards the heritage dwelling is equally significant and the presence of arbours to east and west frames the view which, by providing an open Bowling Green, is maintained in an uninterrupted condition, an ideal outcome when either viewline is considered.

Additionally, the provision of arbours to either side of the Bowling Green responds appropriately to Australian climatic demands by offering shade to participants and viewers alike though the introduction of the architectural vocabulary of the heritage house without in any way attempting to replicate its historic form would offer a sense of integration, valuable in the site.

Beyond the relocated Bowling Green, further to the north, is the formal lawn garden. This adds to the sense of open view north of the dwelling, clearly a benefit in securing the significant viewlines so critical to the landscape qualities of the site both from a heritage viewpoint and from the aspect of views from the Clubhouse. The provision of north-facing outdoor dining terraces in addition to the provision of outdoor sitting space as an adjunct to the internal north-facing communal spaces, is a practical and realistic re-organisation of space and, happily, creates a very real reason for the outdoor garden space which benefits by now having appropriate function and population.

Creation of a Formal Garden to the south of the Heritage Homestead.

The provision of a formal courtyard garden to the south-east of the Homestead not only provides the property with a shaded garden space, potentially a useful adjunct to the north-facing seating spaces associated with the proposed extended Clubhouse building but also separates the built forms of the heritage dwelling and the proposed Clubhouse, reinforcing the definition and separation of the Heritage property.

The provision of a more intimate space provides residents with an area where private conversation or family get-togethers may be achieved adding to the facilities available within the site; too often the benefits of diverse outdoor spaces are ignored and overlooked. In this scenario, the courtyard provides for variation in outdoor space and an environment where the garden ecology is sufficiently different from the north side of the Clubhouse that garden planting will be able to reflect the gardening traditions of the site.

Additional Vegetation removal.

I note that additional canopy vegetation is proposed for removal with trees 63c, 64c, 70c, 71c, 72c, 73c and 75c now to be removed, however, tree 68c can now be retained. I reviewed these trees and note that tree 63c is a Willow Oak *(Quercus phellos),* an unusual species for planting in Australia and rarely encountered within Victorian contexts. Further analysis of the Arborist's assessment of this tree indicated its overall low retention value and medium landscape value, so that its removal can be supported. It is my opinion that proposed tree removals are acceptable.

Construction of sculptural security wall at site entry.

The interface treatment to Ferrier Road remains sympathetic to the rural context of the site. The security wall with security gates is now set back within the site boundary. The integration of a stone sculptural entry treatment with gate conforms to the informal rural site character and offers an appropriate presentation to both the street context and the overall site character.

Yours sincerely



John Patrick

Director

MACEDON RANGES
BUSHFIRE AND PLANNING

72 Ferrier Road, New Gisborne

Bushfire Planning - Supporting Information

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This report may be of assistance to you and has been made with careful consideration and with the best information available to Macedon Ranges Bushfire and Planning at the time of writing. Before relying on information in this report, users should carefully evaluate the accuracy, completeness and relevance of the information provided for their purposes. Macedon Ranges Bushfire and Planning do not guarantee that it is without flaw or omission of any kind or is wholly appropriate for your particular purposes and therefore disclaim all liability for any error, loss or other consequence that may arise from you relying on any information in this report.

Where relevant, requirements detailed in this document do not guarantee survival of the buildings or the occupants if affected by bushfire. The client is strongly encouraged to develop and practice a bushfire survival plan.

Information and assistance including a template for a Bushfire Survival Plan is provided as part of the 'Fire Ready Kit' available through the CFA website at www.cfa.vic.gov.au or through your local CFA Regional office.

Version Control			
Version 1.1	PLA030/26	12 June 2026	Bushfire Planning - Supporting Information

0

Executive Summary

Address	72 Ferrier Road, New Gisborne			
Formal Land Reference	Land in Plan of Consolidation 377210			
Proposal	Use and development of a retirement village			
Zoning	General Residential Zone - Schedule 1 (GRZ1)			
Overlays	Heritage Overlay - Schedule 270 (HO270) Development Contributions Plan Overlay – Schedule 2 Development Plan Overlay – Schedule 16			
Area	10.38 hectares			
	North	**South**	**East**	**West**
Surrounding Classifiable Vegetation	Woodland Grassland	Woodland	Woodland	Grassland
Worst case slope beneath classifiable vegetation	Downslope 0-5°	Upslope/Flat	Upslope/Flat	Upslope/Flat

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Proposal

Application for Planning Permit

It is proposed to construct a retirement village on the subject site.

The retirement village will include a total of 117 residential units, a clubhouse, managers residence and several other small outbuildings. The layout plan of the retirement village is shown below in Figure 1.

The retirement village has the following minimum boundary setbacks (approximately):

- 105 metres from the northern boundary
- 68 metres from the eastern boundary
- 23 metres from the southern boundary
- 2 metres from the western boundary

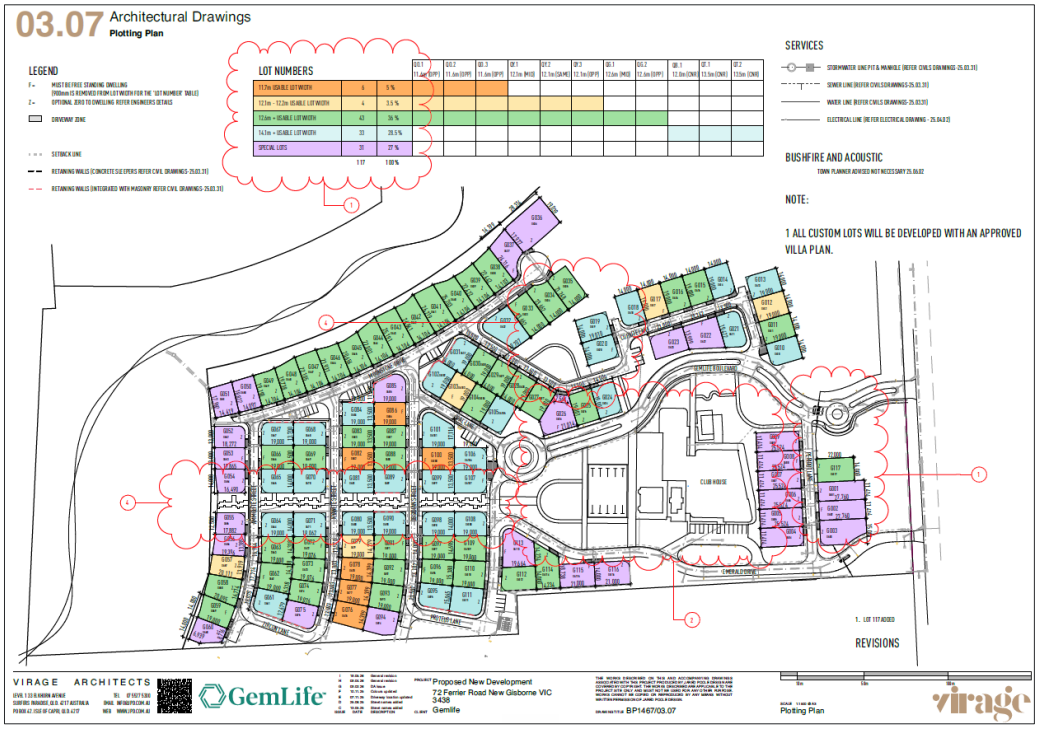


Figure 1 – Site Plan – Drawn by Virage Architects

Bushfire Specific Planning Controls

Planning Policy Framework

The planning policy framework includes policies that provide the context for decision making by responsible authorities in relation bushfire.

Clause 13.01-1S – Natural Hazards and Climate Change

The objective of clause 13.01-1S is:

- *To minimise the impacts of natural hazards and adapt to the impacts of climate change through risk-based planning.*

Strategies to achieve this objective are:

- *Respond to the risks associated with climate change in planning and management decision making processes.*
- *Identify at risk areas using the best available data and climate change science.*
- *Integrate strategic land use planning with emergency management decision making.*
- *Direct population growth and development to low-risk locations.*
- *Develop adaptation response strategies for existing settlements in risk areas to accommodate change over time.*
- *Ensure planning controls allow for risk mitigation and climate change adaptation strategies to be implemented.*
- *Site and design development to minimise risk to life, health, property, the natural environment and community infrastructure from natural hazards.*

Clause 13.02-1 – Bushfire Planning

The objective of Clause 13.02-1S is:

- *To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life*

Strategies to achieve this objective are:

Give priority to the protection of human life by:

- *Prioritising the protection of human life over all other policy considerations.*
- *Directing population growth and development to low-risk locations and ensuring the availability of, and reliable access to, areas where human life can be better protected from the effects of bushfire.*
- *Reducing the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process.*

Identify bushfire hazard and undertake appropriate risk assessment by:

- *Applying the best available science to identify vegetation, topographic and climatic conditions that create a bushfire hazard.*
- *Considering the best available information about bushfire hazard, including the bushfire prone area map.*
- *Applying the Bushfire Management Overlay to land where the extent of vegetation can create an extreme bushfire hazard.*
- *Considering and assessing the bushfire hazard on the basis of:*

  - *Landscape conditions - meaning conditions in the landscape within 20 kilometres (and potentially up to 75 kilometres) of the site.*
  - *Local and neighbourhood conditions - meaning conditions in the area within approximately 5 kilometres of the site.*
  - *The site and conditions within 150 metres.*
- *Consulting with emergency management agencies and the relevant fire authority early in the process to receive their recommendations and implement appropriate bushfire protection measures.*
- *Ensuring that strategic planning documents, planning scheme amendments, planning permit applications and development plan approvals properly assess bushfire risk and include appropriate bushfire protection measures.*
- *Not approving development where a landowner or proponent has not satisfactorily demonstrated that the relevant policies have been addressed, performance measures satisfied or bushfire protection measures can be adequately implemented.*

Plan to strengthen the resilience of settlements and communities through settlement growth, land use and development that prioritises the protection of human life by:

- *Assessing the bushfire hazard at different spatial scales (landscape, local and neighbourhood and site), the likely fire behaviour, bushfire risk and the potential for local and neighbourhood-scale destruction.*
- *Directing population growth and development to low-risk locations, being those where:*
  - *The risk from large bushfires in the wider landscape can be managed including the risk associated with higher levels of ember attack.*
  - *On completion, development will not be exposed to high levels of radiant heat, which is no more than 12.5 kilowatts/square metre for locations subject to strategic planning or the preparation of a planning scheme amendment.*
  - *There is reliable access to areas of land where human life can be better protected from the effects of bushfire.*
  - *Bushfire protection measures can be provided to manage the on-going risk from bushfire.*
- *Ensuring alternative low-risk locations for settlement growth on a regional, municipal, settlement, local and neighbourhood basis have been assessed to ensure the proposed location for growth prioritises human life.*
- *Ensuring the bushfire risk to existing and future residents, property and community infrastructure will not increase as a result of future land use and development.*
- *Achieving no net increase in risk to existing and future residents, property and community infrastructure, through the implementation of bushfire protection measures and where possible reducing bushfire risk overall.*
- *Not preparing, adopting or approving a plan that will result in the introduction or intensification of development in an area that has, or will have on completion, a radiant heat exposure of more than 12.5 kilowatts/square metre in the event of a bushfire. In this strategy, 'plan' means a strategic plan, policy statement, and amendment to a planning scheme, including an amendment to the Planning Policy Framework, or a plan approved under a provision of the planning scheme.*

Ensure settlement growth and development approvals can implement bushfire protection measures without unacceptable biodiversity impacts by discouraging settlement growth and development in bushfire affected areas that are important areas of biodiversity.

When assessing a planning permit application for a use or development that will result in people congregating in large numbers:

- *consider the risk of bushfire to people, property and community infrastructure;*

- *require the implementation of appropriate bushfire protection measures to address the identified bushfire risk; and*
- *ensure development can implement bushfire protection measures without unacceptable biodiversity impacts.*

Clause 71.02-3 Integrated decision making

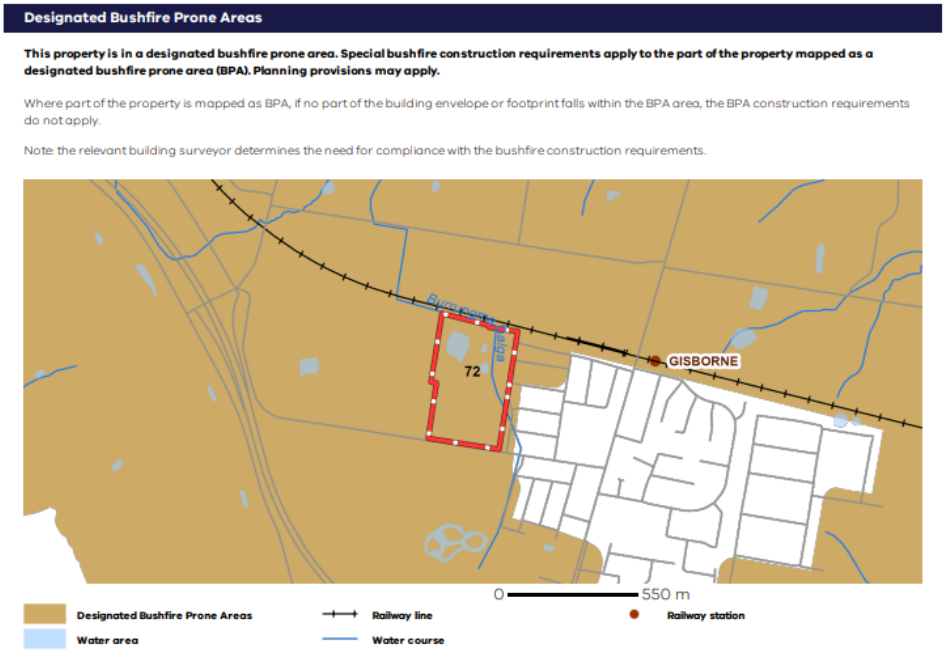
The Planning Policy Framework provides a context for spatial planning and decision making by planning and responsible authorities. This clause seeks to guide responsible authorities how to correctly weigh the many competing polices found within the Scheme.

As it relates to bushfire matters:

The Planning Policy Framework operates together with the remainder of the scheme to deliver integrated decision making. Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations. However, in bushfire affected areas, planning and responsible authorities must prioritise the protection of human life over all other policy considerations.

Bushfire Prone Area (BPA)

Bushfire Prone Areas (BPA) are areas that are subject to or likely to be subject to bushfires. Since November 2011 the Minister for Planning has formally designated BPAs under the *Building Act*. Specific construction and planning requirements apply to development in a BPA. Bushfire Prone Areas include grasslands and other vegetation types and therefore include most of the State of Victoria except for some urban areas ((Department of Environment, Land, Water and Planning, 2019). The site is not located within the Bushfire Management Overlay



Clause 53.02 – Bushfire Planning

Purpose

The purpose of this clause is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.*
- *To ensure that the location, design and construction of development appropriately responds to the bushfire hazard.*
- *To ensure development is only permitted where the risk to life, property and community infrastructure from bushfire can be reduced to an acceptable level.*
- *To specify location, design and construction measures for a single dwelling that reduces the bushfire risk to life and property to an acceptable level.*

Application

Clause 53.02-1 identifies a number of application that Clause 53.02 applies to. Relevant to this application:

- *An application under any provision of this planning scheme to construct a building or construct or carry out works associated with the use of land for accommodation, education centre, hospital, indoor recreation facility, major sports and recreation facility or place of assembly in a bushfire prone area that is not in a Bushfire Management Overlay.*

The table to this clause identifies that clause 53.02-6 applies to an application within a BPA that accommodation is proposed.

Bushfire Prone Area Decision Guidelines

There are a number of decision guidelines at clause 53.02.6 that must be considered as part of an application where clause 53.02 applies and the site is within a bushfire prone area.

Decision Guideline	Comment
General	
• The Municipal Planning Strategy and the Planning Policy Framework. • The impact of any State, regional or local bushfire management and prevention actions occurring around the site and in the wider area on the bushfire hazard and the level of risk to the proposed development. • The risk of bushfire to people, property and community infrastructure. • Whether the risk arising from the broader landscape can be mitigated to an acceptable level.	• Proposed development implements the planning policy framework. The application proposes a residential use within a residential zone on land designated as being developed for residential purposes. • The bushfire hazard landscape assessment has been provided within Appendix 1. • There are no significant bushfire management and prevention actions surrounding the site that would have a significant impact on bushfire behaviour. • The broad landscape cannot be mitigated significantly. However, due to the relatively low risk that the surrounding hazard provides, the onsite

• Whether bushfire protection measures to address the identified bushfire risk are required and can be practically implemented, including any measure set out in clause 53.02-4. • Whether bushfire protection measures can be implemented without unacceptable biodiversity impacts.	management of fuels will provide an appropriate reduction in risk to future occupants. • There is reliable and ready access to the neighbourhood safer place within the township of Gisborne. • The majority of the site will include buildings that will be set amongst managed, low threat gardens and roads with managed nature strips. There is sufficient setbacks provided from any unmanaged vegetation off the site to ensure that the buildings on the site can be constructed to a BAL level commensurate with the risk that the site possesses from the surrounding hazardous vegetation. • The development is able to provide the required setbacks, access and water supply requirement of 53.02-4. • Bushfire protection measures can be implemented without any vegetation removal • Access and water supply are readily available
Proposed Vegetation	
• If vegetation is proposed, whether it will cause or contribute to the bushfire hazard or increase the risk to life, property, or community infrastructure.	Some vegetation planting is proposed. The vegetation to be planted is in the form of nature strip and open space amenity trees that subject to being established in line with the below requirements, should not increase the risk to human life: • Grass must be short cropped and maintained during the declared fire danger period. • All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period. • Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building. • Plants greater than 10 centimetres in height must not be placed within 3 metres of a window or glass feature of the building. • Shrubs must not be located under the canopy of trees. • Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres. • Trees must not overhang or touch any elements of the building. • The canopy of trees must be separated by at least 5 metres. • There must be a clearance of at least 2 metres between the lowest tree branches and ground level.
Dwellings and small second dwellings	
• Whether a static water supply for bushfire firefighting is required having regard to the size of	Reticulated water with fire authority connections will be provided throughout the development.

the lot, proximity to a hydrant and connection to reticulated water. • If a vehicle accessway is greater than 30 metres in length or the relevant fire authority requires access to the static water supply on the land, whether the access design and construction requirements set out in Table 3 to clause 53.02-5 should be met	Vehicular accesses are able to accommodate emergency service vehicles.
Vulnerable People	
For a building used for accommodation (other than a dwelling or small second dwelling), education centre, hospital, indoor recreation facility, major sports and recreation facility or place of assembly the responsible authority must also consider: • The capacity for vulnerable occupants to evacuate. • Whether emergency management arrangements are provided and are sufficient for the site. • Whether the risk to vulnerable occupants warrants the closure of the use or development on days of elevated fire danger. • Whether measures to shelter in place are warranted and whether the measures will protect human life. • The net benefit provided to any existing vulnerable people.	While a retirement village is proposed, the people to be accommodated within the facility are to be fit and able to evacuate by themselves without any external help. The closure of the facility is not considered necessary, as everyone will have their own vehicle or would be able to readily access alternative transport. Access is also immediately available to the township of New Gisborne and Gisborne. There are not considered to be any other requirements, on top of what would ordinarily be provided for as part of standard residential subdivision.
Subdivision	
• Whether each lot can achieve the setback from the bushfire hazard in accordance with the vegetation type and slope set out in Table 1 to clause 53.02-5 for the corresponding distance specified in Column C of that Table. • Whether a staged subdivision manages interim bushfire hazard during the construction or staging.	Each unit on the site will rely on land within the development site itself to provide for the required defendable space. The building space within the site will have reasonable assurance that it will continue to be maintained in accordance with the setback requirements of Table 1 to clause 53.02-5, and the corresponding distance within the site of that table. The land will largely be developed as a whole, and there will be no areas that will be set aside and not immediately developed that would cause a hazard in themselves.

Conclusion

The application proposes a retirement village to accommodate people who have good mobility and are fit and able to look after themselves in the event of a bushfire. The site is within the existing township of New Gisborne.

No vegetation that hasn't already been removed, has approval to be removed, is exempt from requiring a permit to be removed, is required to be removed.

The location of the site is within a bushfire-prone area, but it is not within an area that is of extreme bushfire risk, thus not being located within a bushfire management overlay.

There are site features, including the Calder Highway and the V-Line Railway Reserve to the north and west of the site, that provide natural breaks in vegetation and that connect beyond the site. The townships of Gisborne and New Gisborne to the south also provide section breaks.

There are not large areas of forest within the immediate area, and the site can be readily defended should a bushfire threaten the site. The buildings include people who will be able to defend themselves in the event of a bushfire. The site has immediate access to the township of Gisborne and New Gisborne, and therefore the development will not put people at an unnecessary risk level.

Appendix 1 – Bushfire Hazard Risk Assessment

Policy Guidance

Clause 13.02-1S provides the following guidance with regard to the identification of bushfire hazards and the associated risk assessments of the bushfire hazards. It is policy to address this by:

- *Applying the best available science to identify vegetation, topographic and climatic conditions that create a bushfire hazard.*
- *Considering the best available information about bushfire hazard, including the bushfire prone area map.*
- *Applying the Bushfire Management Overlay to land where the extent of vegetation can create an extreme bushfire hazard.*
- *Considering and assessing the bushfire hazard on the basis of:*
    - *Landscape conditions - meaning conditions in the landscape within 20 kilometres (and potentially up to 75 kilometres) of the site.*
    - *Local and neighbourhood conditions - meaning conditions in the area within approximately 5 kilometres of the site.*
    - *The site and conditions within 150 metres.*
- *Consulting with emergency management agencies and the relevant fire authority early in the process to receive their recommendations and implement appropriate bushfire protection measures.*
- *Ensuring that strategic planning documents, planning scheme amendments, planning permit applications and development plan approvals properly assess bushfire risk and include appropriate bushfire protection measures.*
- *Not approving development where a landowner or proponent has not satisfactorily demonstrated that the relevant policies have been addressed, performance measures satisfied or bushfire protection measures can be adequately implemented.*

Bushfire Hazard Levels

Bushfire hazard levels form the basis of determining whether land is mapped as being within a designated Bushfire Prone Area (BPA) or within the Bushfire Management Overlay (BMO).

Hazard data is developed from fire behaviour factors, including topography, fire fuel type and load and weather. This informs fire modelling. An example of this is head fire intensity which is a measure of the rate of energy release per unit length of fire front, expressed as kW/m (Department of Environment, Land, Water and Planning, 2019).

To enable the hazard data to be used in the planning and building systems, three different BHLs have been created. It is important to note that BHLs *do not represent bushfire risk but provide an understanding of potential hazard*. Also, BHLs do not consider property and township boundaries, previous bushfire history or planned fuel reduction works. The three hazard levels are described in Table 1.

The general, overarching response to different hazard levels is the BHL Low areas have no relevant bushfire mapping designated to them, BHL1 areas are mapped as Bushfire Prone (some limited areas may be within the BMO) and BHL2 areas are mapped as being within the BMO.

Table 1 - Bushfire Hazard Levels

Bushfire Hazard Level Low (BHL Low)	Bushfire Hazard Level One (BHL1)	Bushfire Hazard Level Two (BHL2)
Areas where the extent, configuration and/or management of vegetation results in low potential for bushfire spread. These areas may or may not be identified as Bushfire Prone Areas. The Bushfire Management Overlay is not applied.	Moderate bushfire hazard can be expected in these areas with head fire intensity modelled to be between 4,000kW/m and 30,000kW/m. This level of hazard informs areas declared as Bushfire Prone Areas. Where appropriate and advised by the relevant fire authority, areas at the upper end of the bushfire intensity range will be included in the BMO.	The most significant bushfire hazard where head fire intensity is modelled to be 30,000kW/m or more. This level of hazard informs areas declared as Bushfire Prone Areas where the BMO should apply.

Landscape Type

The type and extent of vegetation will usually have a direct impact on where a fire will start and the direction it is likely to approach from, coupled with weather conditions.

Vegetation acts as the primary source of fuel for a bushfire. A fire will burn differently depending on the amount, type, arrangement and moisture content.

Interactions between the weather and vegetation largely influence the intensity and duration of a bushfire. The most important factors to consider relating to vegetation and fuel are:

- Fine fuels such as leaf litter readily dry out, ignite and can be carried as embers.
- Shrubs, vines and other elevated fuels can act as ladder fuels, allowing fire to climb into the canopies of trees, significantly increasing bushfire intensity.
- Finer fuels such as grasses burn more quickly, and more substantial fuels burn with greater intensity.

North and north-west facing slopes are more likely to dry out quickly in summer. Therefore, they will ignite and burn vegetation more easily than vegetation on a south facing slope.

The DTP Bushfire Hazard Assessment Guidelines and as reproduced below provides the basis of how to determine the broader landscape should be determined when considering a planning proposal.

Table 2 - Landscape types Source: DELWP BMO Technical Guide

Broader Landscape Type 1	Broader Landscape Type 2	Broader Landscape Type 3	Broader Landscape Type 4
• There is little vegetation beyond 150 metres of the site (except grasslands and low threat vegetation). • Extreme bushfire behaviour is not possible. • The type and extent of vegetation is unlikely to result in local and neighbourhood-scale destruction of property. • Immediate reliable access is available to an area of site that provides better	• The type and extent of vegetation located more than 150 metres from the site may result in significant fire behaviour but will unlikely produce local and neighbourhood-scale destruction. • Bushfires can only approach from one aspect and the site is in a suburban, township or urban area managed in a minimum fuel condition. • Access is readily available to	• The type and extent of vegetation located more than 150 metres from the site may result in local and neighbourhood-scale destruction as it interacts with the bushfire hazard on and close to the site. • Bushfire can approach from more than one aspect. • The site is in an area that is not managed in a minimum fuel condition. • Reliable access to an area of	• The broader landscape presents an extreme risk. • Fires have hours or days to grow and develop before impacting. • Evacuation options are limited or not available. • Development in these landscapes should be carefully considered and will likely require enhanced bushfire protection measures. • Strategic planning proposals

protection and shelter from the effects of bushfire. • Standard bushfire protection measures adequately address the bushfire risk. • Strategic planning proposals should be directed to these locations. They are likely to be capable of meeting the state bushfire policy when appropriate bushfire protection measures are applied.	a place that provides shelter from bushfire. This will usually be within the surrounding developed area. • Strategic planning proposals might be considered in these locations, where risks can be acceptably reduced, and alternative lower risk areas have been considered. Growth and development should be directed away from the bushfire hazard interface, where possible. The Design Guidelines: Settlement Planning at the Bushfire Interface (DELWP & Country Fire Authority, 2020) should be considered when responding to bushfire policy objectives and applying bushfire protection measures.	land that provides shelter from bushfire is not certain. • Vulnerable uses will likely require enhanced bushfire protection measures and may not be appropriate in these landscapes. • Strategic planning proposals for new or intensified development and growth are less likely to be approved in these areas, particularly when other lower risk locations are available. Generally, strategic planning proposals in these areas should only be considered where the purpose is incidental to the location.	that direct development or growth to these areas, regardless of scale are not supported by state bushfire policy.
	Increasing Risk →		

Site Specific Vegetation Conditions

The site is not mapped within the BMO and is located with immediate access to a residential area. The site is within a landscape Type 2 area. The site is within a Bushfire Prone Area.

The site is in an emerging residential area to the northwest of the township of Gisborne and to the west of New Gisborne. Apart from a small area of forest to the northeast of the site and the managed woodland within the southeastern corner of the site, the surrounding area is grassland. Where dwellings are present, the majority of the properties have managed gardens with mixes of native and exotic shrubs and vast areas of grass below canopy cover.

On high fire danger days there are often strong northerly winds followed by a gusty southwest change which can turn the east flank of a fire approaching from the northwest into a long fire front. A grassfire from the north or west is the most likely fire scenario however it is noted that the Rosslyn Reservoir and the Calder Freeway provide breaks in vegetation cover. There is limited connection of vegetation beyond 150 metres of the site (except grasslands and low threat vegetation). Extreme bushfire is therefore not likely due to the lack of large tracts of forest vegetation where a fire would be able to grow to its full potential by travelling for more than 100m with a fire front of at least 100m wide. The surrounding vegetation type and extent is unlikely to sustain a fire that could result in neighbourhood-scale destruction of property. While land surrounding is predominantly grassland which lowers the risk a grassfire can still be can still be extremely devastating due to the high radiant heat coupled with their fast-moving nature.

Immediate access is available to a place that provides shelter from bushfire being the main township of New Gisborne/Gisborne. Photographic descriptions of the vegetation surrounding the site are located below and in Appendix 1.

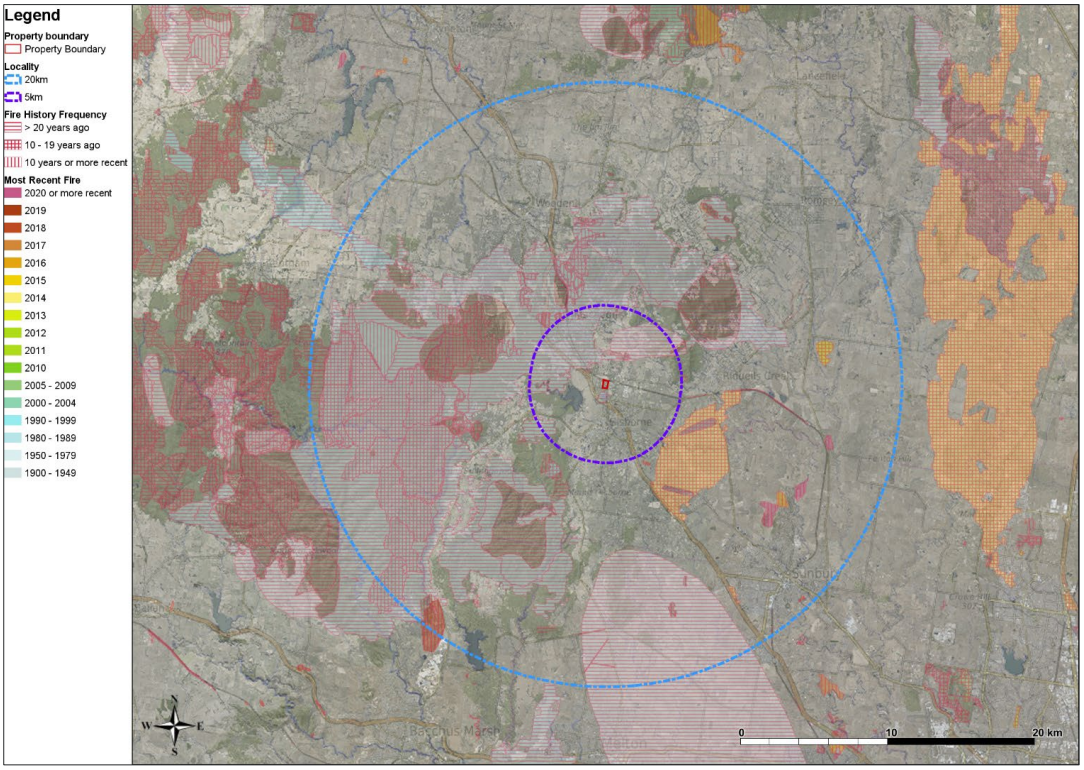
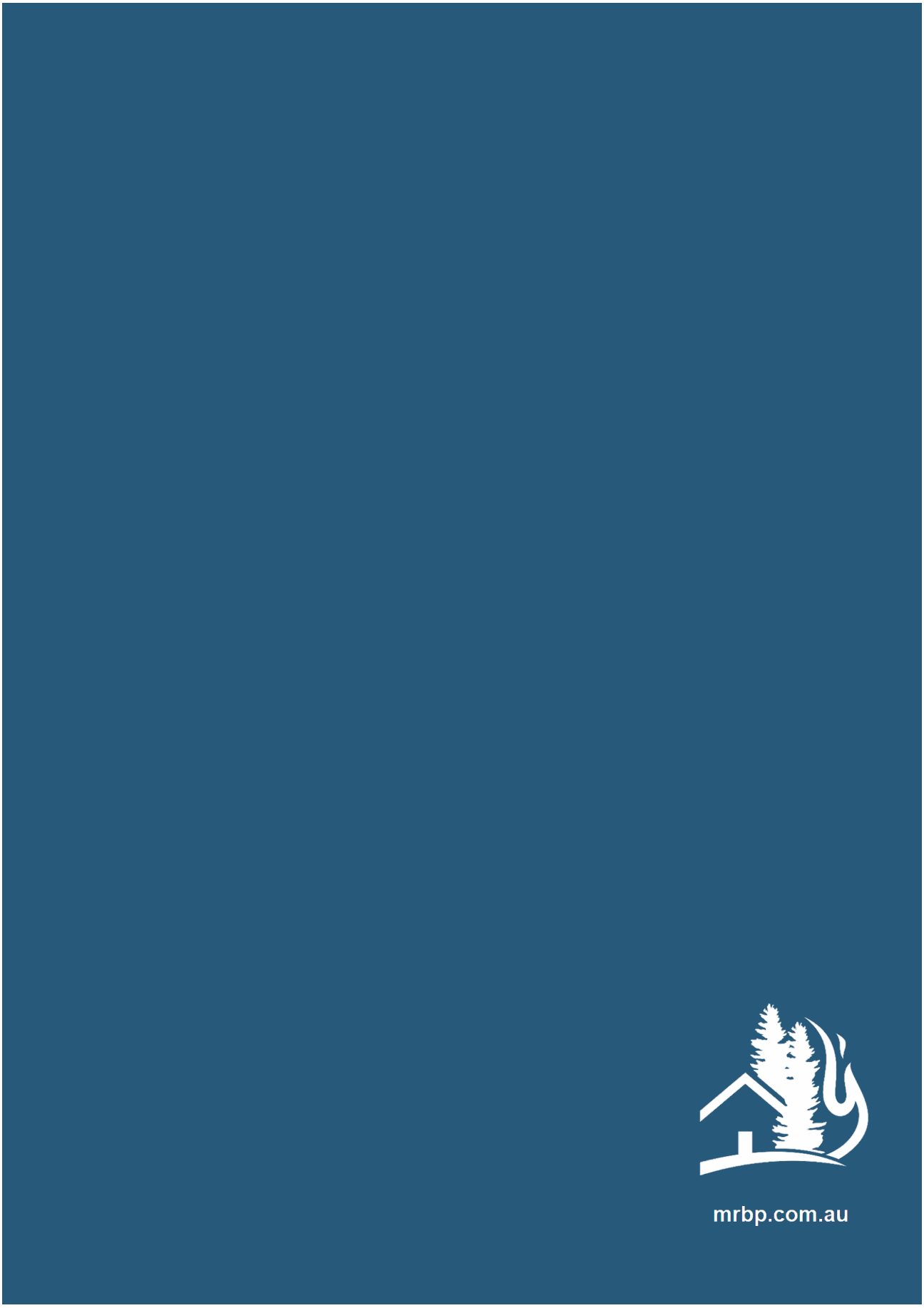


Figure 2 - Aerial photography of the wider area (with 10km radius from site) surrounding the site


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12 CHIEF EXECUTIVE OFFICER REPORTS

Nil

13 CORPORATE REPORTS

COR.1	**CONTRACTS TO BE AWARDED AS AT NOVEMBER 2026**
Officer:	**Sarah Payne, Coordinator Contracts and Procurement**
Council Plan relationship:	**Our Performance**
Attachments:	**Nil**

Summary

This report provides details of contracts proposed to be awarded under a delegation from Council, from the date of the last report to 28 July 2021. Although this report recommends noting the power delegated to Council officers, Council has the power to:

a) direct that the Chief Executive Officer (CEO) award the contract under the direct delegation from Council; or

b) specifically delegate the power to the CEO.

Recommendation

That Council notes that the following contracts will be awarded by Council officers under delegated authority:

1. **C26-151 Supply Panel for Provision of General Maintenance Services;**
2. **C26-153 Bridges & Culvert Maintenance –Shire wide;**
3. **C26-154 Road Upgrade Works - Aitken Street;**
4. **C26-160 Kyneton Showgrounds Grandstand; and**
5. **C26-161 Youth Mental Health Promotion Program.**

Background information

Council's delegated authority to its officers to award a contract is controlled by the financial value of the contract. The various financial limits of the authority are specified in Appendix 1 of the Procurement Policy.

Opportunity to review delegated authority

This report provides Council with a summary of proposed contracts, which are being advertised and indicates whether delegated authority to award the contract exists.

C26-151 Supply Panel for Provision of General Maintenance Services

- Maintenance of existing Council buildings and surrounds;
- Minor improvements to Council buildings and surrounds;
- Assist Council Facilities & Project Officers with minor refurbishment of Council buildings and surrounds;
- Works in parks & reserves throughout the municipality;
- Minor Parks and Grounds related carpentry repairs and installation;

- Minor breakdown repairs;
- New installations;
- Vandalism repair work; and
- Emergency or out-of-hours work as required.

This contract will fall in the $1,000,000 delegation limit of CEO.

C26-153 Bridges & Culvert Maintenance –Shire wide

Macedon Ranges Shire Council invites tender for maintenance works of Bridges (various location) across the shire.

This contract will fall in the $300,000 delegation limit of Director Assets and Operations.

C26-154 Road Upgrade Works - Aitken Street

The scope of works includes the construction and delivery of an upgraded urban-standard sealed roadway with associated drainage infrastructure; kerb and channel; adjustment and/or upgrade of vehicle crossings; relocation of services as required and installation of public lighting. There are two drainage works that will be included as a part of tender and as a separable portion.

This contract will fall in the $1,000,000 delegation limit of CEO.

C26-160 Kyneton Showgrounds Grandstand

General cleaning, structural and internal leaks, roof and stormwater, new balustrades, anti-bird works and painting works.

This contract will fall in the $1,000,000 delegation limit of CEO.

C26-161 Youth Mental Health Promotion Program

To engage a service provider to deliver a Youth Mental Health Promotion Program in secondary schools in the Macedon Ranges Shire. The program will equip young people with practical mental health knowledge, skills and support networks through evidence-informed, youth-centred education. It will also build the capacity of adults who work with young people, including teachers, school staff, youth workers and community leaders to recognise, support and promote positive mental health outcomes.

This contract will fall in the $300,000 delegation limit of Director Community.

Consultation and engagement

The nature of this report does not require any consultation or community engagement.

Collaboration

The nature of this report does not require collaboration with other councils, governments or statutory bodies.

Innovation and continuous improvement

Council reviews its Procurement Policy regularly, in accordance with the *Local Government Act 1989*. These reviews consider options for innovation and are part of continuous improvement processes.

Relevant Law

The *Local Government Act 2020* provides for Council to delegate powers to staff, including the power to award contracts.

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment was not required in relation to the subject matter of this report.

Relevant regional, state and national plans and policies

There are no regional, state or national plans and policies that are relevant to the subject matter of this report.

Relevant Council plans and policies

The awarding of contracts is undertaken in accordance with the provisions of Council's Procurement Policy.

Climate Impact

C26-151 Supply Panel for Provision of General Maintenance Services

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Low positive impact. The establishment of the panel is not expected to materially increase Council's operational energy use or greenhouse gas emissions. The tender requires contractors to consider energy efficiency, greenhouse emissions, transport impacts, sustainable materials and resource recovery, and requires energy and water efficient appliances and equipment to be selected where practicable. This supports Council's transition towards lower-emission operations and the objectives of the Counting Down to Zero Plan.

How will the recommendation mitigate risks posed by climate change to Council operations and services?

Positive impact. The panel supports preventative and responsive maintenance across Council's building and facility portfolio. Maintaining assets, undertaking proactive repairs and improving asset condition can increase resilience to climate-related pressures and reduce the likelihood of service disruption. The contract also includes specific provisions for operating during high fire danger conditions and requires contingency planning to maintain service delivery, supporting Council's operational resilience.

How will the recommendation help to prepare the community for future climate scenarios?

Indirect positive impact. Maintaining Council buildings, community facilities, parks and other public infrastructure helps ensure these assets remain safe, functional and available as climate conditions change. This supports the Climate Emergency Plan's broader objectives for climate-ready communities and resilient Council facilities and services.

C26-153 Bridges & Culvert Maintenance –Shire wide

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Low impact overall. Delivery of bridge and culvert maintenance will generate some temporary greenhouse emissions through construction plant, vehicles, transport and materials. However, the works themselves are not expected to materially increase Council's ongoing operational energy consumption. The tender also evaluates environmental benefit and requires contractors to identify opportunities to minimise energy demand, use lower-impact materials and manage construction resources responsibly, supporting Council's emissions reduction objectives.

How will the recommendation mitigate risks posed by climate change to Council operations and services?

Positive impact. Maintenance of bridges and culverts improves the condition and reliability of critical transport and drainage infrastructure and assists Council to respond to changing site and climatic conditions. Maintaining drainage capacity and structural integrity can reduce vulnerability to heavy rainfall, flooding, erosion and associated infrastructure failures. The tender specifically requires contractors to consider local climate and site conditions and minimise adverse stormwater and wastewater impacts.

This is consistent with the Climate Emergency Plan's emphasis on climate adaptation, integrated water management, healthy waterways and building Council and community resilience.

How will the recommendation help to prepare the community for future climate scenarios?

Positive impact. Reliable bridges, culverts and drainage infrastructure contribute to community resilience by maintaining safe access and transport connectivity and reducing the consequences of storm and flood events. Maintaining these assets proactively helps Council provide infrastructure that is better able to support the community under more variable and extreme future weather conditions.

C26-154 Road Upgrade Works - Aitken Street

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Low short-term negative impact, with mitigation measures. Construction will result in temporary greenhouse emissions associated with plant, equipment, transport and construction materials. The completed road and drainage infrastructure is not expected to materially increase Council's ongoing operational energy use. The procurement incorporates environmental considerations into tender evaluation and requires contractors to demonstrate how they will minimise energy demand, select lower-impact materials and manage resources and waste during construction.

This approach is consistent with Council's Counting Down to Zero objective of reducing emissions associated with Council operations and progressively embedding climate considerations into Council decision-making.

How will the recommendation mitigate risks posed by climate change to Council operations and services?

Positive impact. The road upgrade incorporates drainage works and requires contractors to respond to site conditions and local climate and to manage stormwater and wastewater

impacts during construction. Improving the condition and drainage performance of the road infrastructure can improve its resilience to rainfall events, localised flooding and deterioration associated with changing climatic conditions.

This aligns particularly well with the Climate Emergency Plan's focus on integrated water management, water-sensitive approaches and ensuring Council infrastructure and services are better prepared for climate impacts.

How will the recommendation help to prepare the community for future climate scenarios?

Positive impact. Upgrading Aitken Street and associated drainage will improve the resilience and reliability of local transport infrastructure and help manage stormwater during rainfall events. More resilient road and drainage infrastructure supports continued community access and reduces vulnerability to disruption and damage under future climate scenarios, particularly more variable and extreme weather events.

C26-160 Kyneton Showgrounds Grandstand

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Low impact overall. The construction works will generate some temporary greenhouse emissions using construction equipment, transport and materials; however, the project is not expected to materially increase Council's ongoing operational energy consumption. The tender requires consideration of energy efficiency, reduced-impact materials, waste minimisation, reuse and recycling, supporting Council's broader emissions reduction objectives.

How will the recommendation mitigate risks posed by climate change to Council operations and services?

Positive impact. The project is specifically intended to address water ingress and includes roof, and stormwater works and structural repairs. Improving the weather resistance and condition of the grandstand will assist in protecting the Council asset from deterioration associated with rainfall and changing weather conditions, improving its long-term resilience and reducing the risk of disruption to its community use.

How will the recommendation help to prepare the community for future climate scenarios?

Indirect positive impact. Improving the resilience and condition of the Kyneton Showgrounds Grandstand helps maintain a safe and functional community facility under more variable future weather conditions. Protecting and extending the useful life of existing community infrastructure supports Council's broader objective of maintaining resilient facilities and services for the community.

C26-161 Youth Mental Health Promotion Program

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Low to negligible impact. As this is primarily a service-based program delivered through schools and community engagement, it is not expected to materially affect Council's operational energy use or greenhouse gas emissions. Some emissions may arise from provider travel and program delivery; however, environmental benefit forms part of the

tender evaluation, including consideration of energy demand, greenhouse emissions and transport impacts.

How will the recommendation mitigate risks posed by climate change to Council operations and services?

Indirect positive impact. The program does not directly mitigate physical climate risks to Council assets or operations. However, the specification recognises climate anxiety as an emerging factor affecting youth mental health and seeks to build young people's resilience, mental health literacy and capacity to respond to contemporary wellbeing challenges. This supports broader community resilience to the social and wellbeing impacts associated with climate change.

How will the recommendation help to prepare the community for future climate scenarios?

Positive social resilience impact. The program will build young people's resilience, mental health literacy, help-seeking behaviours and connections with supportive adults and services. As climate anxiety is specifically recognised as an emerging influence on young people's wellbeing, strengthening these protective factors can help young people and the broader community respond to the social and mental health impacts associated with future climate scenarios.

Financial viability

Funds for all contracts to be awarded, as listed above, have been provided in the Capital and Operational Budgets.

Sustainability implications

Council’s Procurement Policy requires staff to procure goods, services and works from suppliers who actively employ sustainable practices in their operations.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

AI was used to assist in drafting the Climate Impact Assessments.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decisionmaker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council’s AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

COR.2	**COUNCILLOR COMMITTEE APPOINTMENT EXTENSION**
Officer:	**Lucy Olson, Acting Coordinator Governance and Performance**
Council Plan relationship:	**Our Performance**
Attachments:	**Councillor Delegates as appointed under Council Resolution 2025/153** ⇩

Summary

Traditionally Council appoints Councillors as delegates to a variety of internal and external committees and organisations. This report recommends to extending the current Councillor delegates until the 16 December 2026 Council Meeting to allow Councillors to return from leave prior to Councillor delegations being determined.

Appointment of a delegate to the Central Victorian Greenhouse Alliance (CVGA) was resolved at Council's October 2026 meeting to allow the delegate to attend the Annual General Meeting.

Recommendation

That Council extends the Councillor Delegates as appointed under Council Resolution 2025/153, excluding the Central Victorian Greenhouse Alliance (CVGA), until the 16 December 2026 Council Meeting.

Background

Effective representation on a range of internal and external organisations and committees is a critical element of Council's advocacy program. Council has been invited to appoint a delegate(s) to various external committees and organisations of which it is a member, or to which it subscribes.

These committees and organisations collectively assist Council to plan and develop services and programs and set strategic and policy directions.

Discussion

At the 26 November 2025 Council Meeting, Council appointed Councillor delegates to multiple internal and external committees and organisations until November 2026. Ensuring that Council appoints Councillors to these organisations is important for its ability to advocate on behalf of the Shire across a range of forums. Delegates to advisory committees or external committees and organisations are encouraged to report issues of significance to Council or the Councillor group following attendance at meetings.

In considering the best interests of the Council and the community, is it considered appropriate that Councillor delegates be determined once two Councillors return from their approved leave of absence. This requires an extension of the current delegate schedule, approved at the November 2025 Council meeting, to be extended for a month so that the annual appointments can be determined at the 16 December 2026 Council.

Consultation and engagement

There has been internal consultation in relation to the appointment of Councillor delegates.

Collaboration

The appointment of Councillor delegates to a range of internal and external committees is a vital to Council maintaining current partnerships and seeking opportunities to further the interests of the Macedon Range's community in forging new working relationships and initiatives.

Innovation and continuous improvement

Council delegates report back to the organisation, Council and the community on the learnings from committee meetings and the initiatives that may provide Council with opportunities for cost savings, new work practices and partnerships. It is through these committees and groups that innovative and collaborative practices can be initiated.

Relevant law

The *Local Government Act 2020* provides that Council can establish delegated committees and community assets committees and must establish an Audit and Risk Committee. Councillors must also advocate and represent the municipal community of Macedon Ranges Shire, as well as achieving strategic objectives around collaboration, value for money and continuous improvement.

Appointing Councillor representatives to internal advisory committees and external organisations in 2025-26 to advocate on behalf of the municipal community is consistent with the *Charter of Human Rights and Responsibilities Act* 2006.

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment was not required in relation to the subject matter of this report.

Relevant regional, state and national plans and policies

There are no regional, state, or national plans or policies, which are applicable to the preparation of this report, however it is noted that a number of the committees on which Councillors sit assist with the implementation of various statewide and regional plans and strategies.

Relevant Council plans and policies

The subject matter of this report is in alignment with the Council Plan strategic objective *Our Performance*.

Climate Impact Assessment

The continuing appointment of Councillor delegates on a range of committees assists with meeting Council's legislative obligations in relation to addressing climate change, such as regional waste forums.

Financial viability

The current resourcing and support for the operations of these committees, along with funding of membership are included in Council's 2026/27 Budget.

Sustainability implications

There are no sustainability implications as a result of the preparation of this report.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- No AI tools were used in the preparation of this report.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Councillor Delegates as appointed under Council Resolution 2025/153

Committee and Purpose	2025/26 delegate/s
Audit and Risk Committee The Audit and Risk Committee is established under Section 53 of the Local Government Act 2020 as an Advisory Committee to Council. Its role is to assist Council in the effective conduct of its responsibilities, and to review and provide advice in good corporate governance, managing risk and improving operational controls. The Committee consists of four independent members and two Councillor delegates. The Committee meets a minimum of four times a year. Meeting minutes are circulated to the Councillors, Executive, Managers and Auditors.	Cr Joseph Cr Borthwick Cr Anderson (1st Substitute) Cr Young (2nd Substitute)
Chief Executive Officer Employment and Remuneration Committee – The structure of the committee to appraise the performance of the Chief Executive Officer is determined in the CEO Employment and Remuneration Policy.	Cr Joseph Cr Young Cr Pearce
Annual Meeting of Braemar College Ltd - Braemar College was established in the 1970s by the Newham and Woodend Shire (pre-amalgamation) in conjunction with local churches. Every year, a representative from each organization is invited in their capacity as shareholders to attend the Annual General Meeting of Braemar College.	Cr Scanlon Cr Kendall (Substitute)
Calder Highway Improvement Committee The Calder Highway Improvement Committee is an Advisory committee to VicRoads and the State Government. The committee advocates for long term investment strategies to deliver improvements to the safety and operation of the Calder Highway from Mildura to Melbourne.	Cr Scanlon Cr Pearce (Substitute)
Goldfields Library Corporation Board - The North Central Goldfields Regional Library Corporation (trading as Goldfields Library Corporation) is a regional library service serving the City of Greater Bendigo, Loddon Shire, Macedon Ranges Shire, and Mount Alexander Shire. Responsibility for the provision and management of the library service rests with the Library Board, which comprises two representatives from each of the four member Councils and is established by the Regional Library Agreement adopted by the member Councils. The responsibilities and authority of the Board include policy determination, strategic planning and service and education.	Cr Bonanno Cr Guthrie (Substitute)
Macedon Ranges Heritage Council - This group is a representative group of all Historical Societies in the Shire. The MRHC shares ideas and expertise and provides a focal point for the Macedon Ranges Shire Council	Cr Guthrie Cr Joseph
Municipal Association of Victoria (MAV) - The MAV is the peak advisory body for councils in Victoria. The objectives of the MAV are to improve community awareness of local government, advocate for and provide leadership and support for the sector. Cr Anderson is the President of the MAV but the current constitution states she can remain as part of her two-year term even if she is not the nominated representative of Council.	Cr Anderson (Delegate) Cr Young (Additional delegate) Cr Pearce (1st substitute) Cr Borthwick (2nd substitute)

Committee and Purpose	2025/26 delegate/s
Rural Councils Victoria Inc (RCV) - RCV represents the interests of rural councils within Victoria it has 38 members. The defined purposes of RCV organisation are to: (1) heighten awareness and understanding of issues that impact on rural communities; (2) assist with building the capacity of rural councils to face challenges; (3) provide leadership on local governance; (4) develop and support rural councils; and develop policy and advocate for rural councils.	Cr Kendall Cr Pearce (Substitute)
Workspace Australia – Workspace Australia Ltd (Workspace) is a community 'not for profit' social enterprise which was established to improve employment opportunities for socially disadvantaged individuals thereby reducing the personal and social costs of unemployment. Workspace provides training and enterprise activities for the benefit of individuals seeking employment in Regional Victoria. Workspace operates a number of Social Enterprises that create employment throughout Central Victoria. Workspace has been operating at the business incubator in New Gisborne since 1998.	Cr Guthrie
Municipal Fire Management Planning Committee – The Macedon Ranges Municipal Fire Management Planning Committee (MFMPC) is responsible for providing a strategic and integrated approach to fire management within the shire.	Cr Joseph Cr Scanlon Cr Pearce
Local Government Working Group on Gambling The group provides an opportunity for councillors and council officers from VLGA member councils to come together to hear from informed speakers about current gambling harm prevention research and policy and consider Municipal Public Health and Wellbeing Plan implications and the regulatory environment.	Cr Anderson Cr Borthwick
Mayoral and Councillor Taskforce Supporting People Seeking Asylum Since 2018, the Taskforce has been advocating to the Federal and Victorian Government for kindness and justice for people seeking asylum in the community.	Cr Pearce

COR.3	**QUARTERLY FINANCIAL REPORT - JULY TO SEPTEMBER 2026**
Officer:	**Travis Harling, Manager Finance and Reporting**
Council Plan relationship:	**Our Performance**
Attachments:	**Nil**

Summary

The purpose of this report is to provide Council and the community with a report on the financial position of the Macedon Ranges Shire Council to 30 September 2026 for the 2026/27 financial year (Quarter 1), in accordance with the requirements of the *Local Government Act 2020.*

Recommendation

That Council:

1. **Receives and notes the Quarterly Financial Report as at 30 September 2026, in accordance with the requirements of the Local Government Act 2020.**
2. **Approves the transfer of $40,000 from the Gisborne Developer Contribution Plan Reserve to undertake design works at Ross Watt Road for a shared path in Gisborne, between Swinburne Avenue and Station Road.**
3. **Notes the State Government capital grant income of $2,341,000 for Macedon Ranges Sports Precinct Stage 2, reflecting a timing variance against the adopted 2026/27 Budget, not additional project funding.**

Background

This report on Council's financial performance against budget has been prepared in accordance with Section 97 of the *Local Government Act 2020*, which states "*as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.*"

Discussion

The Finance and Capital Management Report to 30 September 2026 provides an update on financial performance against the 2026/27 budget.

The Income Statement reports an operating surplus of $52.23M for the three months to 30 September 2026 compared to the budget of $51.01M. In accordance with accounting standards, all rates income is recognised at the start of the financial year when the rates are struck. This results in Council reporting a large surplus at the start of the year which reduces as the year progresses, as expenditure is incurred evenly throughout the year.

Council's Income Statement as at 30 September 2026 is provided below with analysis of year-to-date material variances.

INCOME STATEMENT
For the 3-month period ended 30th September 2026

	2026/27 Sep YTD Budget $'000	2026/27 Sep YTD Actuals $'000	2026/27 Sep YTD Variance $'000
Income			
Rates and charges	70,117	70,827	710
Statutory fees and fines	757	591	(166)
User fees	2,178	2,173	(5)
Grants - operating	3,165	3,460	295
Grants - capital	4,422	4,837	415
Contributions - monetary	537	203	(334)
Other income	967	1,092	125
Total income	**82,143**	**83,183**	**1,040**
Expenses			
Employee costs	14,271	14,405	(134)
Materials and services	11,204	10,770	434
Depreciation and amortisation	4,621	4,621	-
Borrowing costs	181	186	(5)
Other expenses	1,002	946	56
Total expenses	**31,279**	**30,928**	**351**
Surplus/(deficit) excluding other adjustments	**50,864**	**52,255**	**1,391**
Other adjustments			
Net gain/(loss) on disposal of property, infrastructure, plant, and equipment	150	(24)	(174)
Total surplus/(deficit)	**51,014**	**52,231**	**1,217**

The Income Statement includes all sources of Council revenue and expenditure incurred in its day-to-day operations. It should be noted that expenditure listed in the Income Statement does not include the cost of asset purchases or sales, loan repayments, capital works expenditure, or reserve funds. It does, however, include depreciation as an expense.

Overall the operating surplus of $52.2M is $1.2M favourable to budget. The financial summary provides an explanation of key variances to budget.

Income Statement - Year-to-Date (YTD) Key Actual vs Budget Variances

Operational Revenue

Rates and Charges: Income from rates and charges is ahead of budget primarily due to a higher-than-anticipated volume of supplementary rates assessments processed during the first quarter of the financial year. This includes a number of supplementary valuations and assessments that were outstanding at 30 June 2026 and subsequently processed, contributing to the favourable variance.

Capital Grant Income: Income from capital grants is currently above budget due to the earlier-than-anticipated receipt of funding for a number of capital projects. This timing variance is expected to reduce over the course of the financial year as project expenditure progresses, with capital grant income forecast to align with budget by year end.

Operational Expenditure

Materials and Services: Expenditure on materials and services is currently below budget, reflecting the timing of program delivery and associated expenditure. A number of activities are progressing later than originally phased in the budget, resulting in a favourable variance at this stage of the financial year.

Investments

Investments held at 30 September total $22.86M. Investments are earning adequate interest, with 47% of investments held with institutions that do not lend to organisations linked with fossil fuel, compliant with the Investment policy requirement for at least 20%. Interest rates are expected to remain steady for the remainder of the financial year.

Loans

Budgeted borrowings have not yet been drawn down. It is anticipated that the loans will be drawn in the final quarter of the financial year, aligned with the timing and delivery of the capital projects they are intended to fund. This approach ensures that loan proceeds are accessed as required to support project expenditure and minimises unnecessary holding costs.

Capital Works

YTD Capital Works Statement reports $4.7M of works delivered to 30 September 2026 where the total budget including carry forwards and mid-year budget adjustments for the 12-month period is $38.9M.

Infrastructure expenditure totals $3.96M compared with a revised budget of $32.7M, and year to date budget of $6.03M with the underspend attributable to delays in construction activity. Projects contributing significantly to this variance, include:

- Roads – Old Lancefield Road, Anslow Street, Three Chain Road, and Malmsbury East Road;
- Recreational, Leisure and Community Facilities – Macedon Ranges Sports Precinct Stage 2, Dixon Fields, and Swinburne Childcare Centre; and
- Footpaths – Shared Trail Project.

CAPITAL WORKS STATEMENT
As at 30 September 2026

	2026/27 Adopted Budget (Full Year) $'000	2026/27 Adopted Budget & C/FWD $'000	2026/27 YTD Budget $'000	2026/27 YTD Actuals $'000	*2026/27 YTD Variance $'000*
Property					
Buildings and building improvements	440	2,539	896	**557**	*339*
Total property	**440**	**2,539**	**896**	**557**	*339*
Plant and equipment					
Plant, machinery and equipment	1,535	2,477	259	**222**	*37*
Fixtures, fittings, and furniture	1,130	1,130	-	**-**	*-*
Total plant and equipment	**2,665**	**3,607**	**259**	**222**	*37*
Infrastructure					
Roads	10,500	16,059	842	**834**	*7*
Bridges	1,040	1,040	470	**76**	*394*
Footpaths and Cycleways	660	8,932	1,069	**244**	*826*
Drainage	698	1,201	6	**26**	*-20*
Recreational, leisure and community facilities	280	4,860	3,372	**2,611**	*761*
Parks, open space, and streetscapes	80	259	181	**173**	*9*
Other infrastructure	403	403	90	**-**	*90*
Total infrastructure	**13,661**	**32,754**	**6,030**	**3,964**	*2,066*
Total capital works expenditure	**16,766**	**38,900**	**7,184**	**4,742**	*2,442*

As at 30 September 2026, projects that had reached completion and were formally closed, include the following:

- Manna Gum Centre Playground Gisborne;
- Swinburne Avenue Kinder Playground Gisborne;
- Romsey Sporting Oval No. 2; and
- Swinburne Avenue Kinder Building works Gisborne.

Gisborne Developer Contribution Plan – Transfer Request

In accordance with councils Financial Reserve Policy and unbudgeted reserve transfers officers are requesting to allocate $40,000 from the Gisborne Development Contributions Plan (DCP) reserve.

The request relates a new 2026/27 capital project to design the Ross Watt Road shared path in Gisborne, between Swinburne Avenue and Station Road.

The shared path is a listed project in the Gisborne DCP (DIOS7 – Ross Watt Way bicycle and pedestrian link). By commencing the design now Council will have a construction-ready scope and an updated cost estimate for a future budget cycle. It also lets the path's alignment be coordinated with residential development nearby, including the Rosalia Estate at 89 Ross Watt Road.

Council's Developer Contribution Plan Working Group supported the request at a recent meeting on 4 August 2026. The Capital Program Review Board also supported the request at a recent meeting on 19 August 2026 and referred it to Council through this quarterly finance report.

The request was also presented to the Executive Leadership Team as part of the 30 September 2026 Finance Report.

Capital Grant Income / State Government Funding – Macedon Ranges Sports Precinct Stage 2

Council has received confirmation from the State Government that the final instalment of $2,341,000 relating to the project will be paid in accordance with the agreed funding arrangement. The total funding to be received remains consistent with the approved project budget and overall project costs.

While the funding amount was anticipated as part of the project's financial framework, the timing of receipt of this final instalment was not incorporated into Council's adopted 2026/27 Budget. As a result, the income will be recognised in the current financial year, creating a favourable timing variance against budget. This variance is expected to be offset over the life of the project, with total funding ultimately aligning with the approved funding agreement and project expenditure.

Consultation and engagement

Officers from across Council have contributed to the preparation of the Quarterly Financial Report.

Collaboration

Collaboration with other councils, governments and/or statutory bodies was not required.

Innovation and continuous improvement

The Quarterly Financial Report forms part of a legislative requirement, which assists Council to deliver on its priority of strong and reliable government, whilst achieving its vision by following good governance processes and providing transparency to the community. The Quarterly Financial Report is reviewed by the Executive and incorporates feedback from various levels of management to enhance readability and allow for continuous improvement.

Relevant law

This report has been prepared in accordance with Section 97 of the *Local Government Act 2020* (Vic) and is compliant with these requirements. The financial statements have been prepared in accordance with Australian Accounting Standards.

In accordance with the *Gender Equality Act* 2020, a Gender Impact Assessment was not required in relation to the subject matter of this report.

Relevant regional, state and national plans and policies

Relevant Council plans and policies

Macedon Ranges Shire Council Financial Plan 2025-2035

Macedon Ranges Council Budget 2026/27

Macedon Ranges Investment Policy

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile? Not applicable.

How will the recommendations mitigate risks posed by climate change to Council operations and services? Not applicable.

How will the recommendation help to prepare the community for future climate scenarios? Not applicable.

Financial viability

The Quarterly Financial Report provides information on Council's operating and financial performance for the quarter ending 30 September 2026.The financial statements within the report indicate that Council remains in a sound financial position.

Sustainability implications

In terms of financial sustainability, the financial statements within the report indicate that Council remains in a sound financial position.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk, and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

14 COMMUNITY REPORTS

COM.1	**UPDATED COMMUNITY AWARDS NOMINATION GUIDE, PROGRAM IMPROVEMENTS AND FUTURE REVIEW OPPORTUNITIES**
Officer:	**Isabel Venables, Coordinator Community and Youth Development**
Council Plan relationship:	**Our People**
Attachments:	**1. Community Awards Nomination Guidelines ⇩** **2. Community Awards Nomination Guidelines - Overview of Updates ⇩**

Summary

This report sets out changes to the updated Community Awards Nomination Guidelines, associated program improvements and future review opportunities.

Recommendation

That Council:

1. **Approves the updated Community Awards Nomination Guidelines (Attachment 1);**
2. **Notes inclusion of the Community Awards program in the Strategic Grants Review and Recognition Day Calendar Review.**

Background

Council's Community Awards, formerly known as the Australia Day Awards, have historically recognised individuals and groups making significant contributions to the Macedon Ranges community. The awards were traditionally presented on 26 January alongside Council's Citizenship Ceremony.Following Council's decision to no longer host a community event on 26 January, Council undertook a review of the program to determine an appropriate future model for community recognition. The review considered the timing and format of the awards, opportunities to streamline Council's various recognition programs, and the relevance of the existing award categories.

The review identified an opportunity to consolidate recognition previously delivered through separate youth (Youth Awards) and seniors initiatives. It also identified gaps and duplication within the existing award categories, including duplication with the Macedon Ranges Business Excellence Awards.

As a result, the Community Awards program was revised, with the award ceremony moved to May to coincide with National Volunteer Week. A broader suite of award categories was introduced to recognise contributions across different ages, interests and areas of community life. The revised model provided the basis for the 2025 and 2026 Community Awards.

Discussion

As part of Council's commitment to continuous improvement, the Community Award program was evaluated post the 2026 award ceremony. The evaluation considered nomination data and feedback from internal and external stakeholders to identify opportunities to enhance the program and strengthen community outcomes.

Feedback from nominators, nominees, assessors and event attendees, identified four key opportunities to ensure the program is relevant to the community and sustainable for Council to deliver.

(1) Simplify award categories to be more relatable and easier to understand. The revised categories are Citizen of the Year, Young Citizen of the Year and Project of the Year.

(2) Streamline nomination and assessment processes by reducing eligibility requirements and simplifying assessment criteria, helping to reduce barriers to participation.

(3) Year-round promotion and engagement to encourage nominations that recognise contributions as they occur.

(4) Identify and explore sustainable and resource-efficient approaches to recognise and celebrate community contributions to deliver the community event during National Volunteer Week.

Opportunities 1 and 2 have been incorporated into the Community Awards Nomination Guide (**Attachment 1**) and will apply to 2027 program delivery. Further information on activities to implement opportunities 3 and 4 are noted below.

Year round promotion and engagement

Year-round promotion and engagement will be supported through a nomination form that remains open throughout the year, enabling community members to recognise contributions as they occur. Engagement activities may include targeted outreach, scheduled social media content and ShireLife articles that celebrate community and volunteer achievements. Promotional activity will increase in the lead-up to the nomination closing date, supported by a targeted communications plan to maximise awareness and participation in the upcoming awards program.

Sustainable and resource-efficient approaches to recognise and celebrate community contributions

Council officers are exploring opportunities to partner with an external organisation or organisations to deliver the National Volunteer Week event. This approach has the potential to support local businesses, reduce Council's operational burden and provide a coordinated community celebration pooling resources from across Council. This approach would see the Community Awards ceremony incorporated into the volunteer event program, enabling recognition of award recipients as part of a broader celebration of volunteering and community contribution.

As the Community Awards is one of the Recognition Day Calendar events supported by Council, the program will be included in the Recognition Day Calendar Review planned to commence this financial year. This will provide an opportunity to explore resourcing availability across all the full suite of Council supported Recognition Day Calendar events, and if there is broader capacity or funding that could support the future Community Awards model**.**

Consultation and engagement

Consultation and engagement were undertaken as part of the program evaluation to identify opportunities for improvement and inform future program delivery.

Feedback was gathered through surveys distributed to nominees, nominators, event attendees and assessors. In addition, an internal workshop was conducted with the Community Awards Working Group to gain a deeper understanding of experiences and identify opportunities to improve the effectiveness, accessibility and sustainability of the program. The findings from the consultation directly informed the proposed changes to the Community Awards Nomination Guide.

No further consultation is required prior to implementation of the proposed changes for the guidelines, however ongoing feedback will continue to be sought from program participants and stakeholders as part of Council's commitment to continuous improvement.

Collaboration

Collaboration with other councils, government agencies or statutory bodies was not required in relation to this report.

Innovation and continuous improvement

A formal evaluation of the Community Awards program was undertaken following the 2026 awards ceremony. The process reflects a commitment to evolving the program to meet community needs, while reducing administrative complexity, improving accessibility for participants, and strengthening the program's ability to recognise community contributions in a meaningful and sustainable way.

The Recognition Day Calendar Review will provide a further opportunity to consider the range of days currently recognised, the criteria used to select them, the level and type of recognition provided, community representation, resource implications, and opportunities to improve consistency and impact.

Relevant law

There are no applicable regional, state or national plans or policies related to Council's Community Awards program.

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment has been conducted in relation to the subject matter of this report. The assessment found that the proposed changes to the Community Awards are expected to have a positive gender equity impact. The revised Nomination Guide broaden the definition of community contribution and reduce reliance on traditional or highly visible forms of leadership, supporting recognition of a more diverse range of community contributions. The new scoring matrix provides greater consistency and transparency and can assist in reducing unconscious bias during assessment.

Maintaining accessible nomination pathways further supports equitable participation by ensuring recognition is not limited to traditional perceptions of volunteering or community leadership.

While the revised process provides stronger safeguards against gender bias, ongoing monitoring of nomination and award outcomes is recommended to identify any emerging gender disparities and inform future improvements.

Relevant regional, state and national plans and policies

There are no applicable regional, state or national plans or policies related to Council's Community Awards program.

Relevant Council plans and policies

The proposed changes to the Community Awards program support the objectives of the Council Plan 2025-2029, particularly Priority 4.2.3, *Support inclusive, community-led initiatives that reduce isolation and build connection, with attention to diversity and accessibility*.

The proposal also aligns with Council's Youth Strategy 2018-2028, which includes actions to celebrate and recognise the efforts, achievements and contributions of young people.

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile? There will be low impact, with the Nomination Guide distributed online and some print copies available. Council will model and promote sustainable approaches, resource-efficient practices and encourage the event organiser to consider sustainability in planning.

How will the recommendations mitigate risks posed by climate change to Council operations and services? No impact.

How will the recommendation help to prepare the community for future climate scenarios? Recognising and celebrating community achievements helps to build community connection and awareness of community actions. The awards offer an opportunity to recognise positive contributions from the community.

Financial viability

The Community Awards program will be delivered within the endorsed departmental budget.

Sustainability implications

The proposed changes are expected to have a positive social impact by improving the accessibility, inclusiveness and effectiveness of Council's Community Awards program. There is potential to inspire and increase awareness of local volunteering opportunities which may encourage more community members to volunteer their time in supporting a range of community projects and activities.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

Report content was reviewed against AI to ensure clarity.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed

and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Macedon Ranges Shire Council

Community Awards
Nomination Guidelines



Acknowledgment of Country

Macedon Ranges Shire Council acknowledges the Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Peoples as the Traditional Owners and Custodians of this land and waterways. Council recognises their living cultures and ongoing connection to Country and pays respect to their Elders past, and present.

Council also acknowledges local Aboriginal and/or Torres Strait Islander residents of Macedon Ranges for their ongoing contribution to the diverse culture of our community.

Artwork by Taungurung artist Maddi Moser



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Overview

The Community Awards program recognises community members and organisations whose contributions strengthen the Macedon Ranges community with an annual Award Ceremony. The program highlights local achievements across three award categories:

1. Citizen of the Year
2. Young Citizen of the Year
3. Project of the Year

Eligibility

Individuals and community groups can be nominated for a Community Award.

To be eligible:

- individuals must live, work or study in the Macedon Ranges Shire, at the time of nomination
- community groups must be based in the Macedon Ranges Shire or deliver activities, services or initiatives that benefit the Macedon Ranges community, at the time of nomination
- community groups cannot be nominated for Citizen and Young Citizen of the Year
- nominees for Young Citizen of the Year must be between 12-25 of age.
- nominees cannot be previous recipients of Community Awards (formerly known as the Australia Day Awards)

Nominators must have the permission of the person they are nominating, prior to submitting a nomination.

Award Categories

Citizen of the Year

Awarded to an individual aged 25 or over who has made an extraordinary contribution to the Macedon Ranges Shire, demonstrating strong community service and leadership.

Young Citizen of the Year

Awarded to a young person aged 12 - 25 who has made an extraordinary contribution to the Macedon Ranges Shire, demonstrating strong community service and leadership.

Project of the Year

Awarded to an individual or group for the most outstanding community project of the year that involved significant community organisation, participation and attendance, resulting in a substantial impact across the shire.

Assessment

All nominations will be reviewed by an assessment panel made up of Council officers whose roles align with the award category areas.

All nominations will be assessed against a scoring matrix to address the nomination criteria (refer to Table 1). Supporting documents, such as information on how to apply and nomination questions can be located on Council's website.

Contact information

For further information or to discuss your event ideas please visit Council's website or contact the Community Development team on:

Ph: (03) 5422 0333 **Email:** comdevadmin@mrsc.gov.au

Assessment Scoring Matrix

	Low (0-3)	Medium (4-6)	High (7-10)
Community Impact (50%)	• Limited detail of positive community impact • Contribution benefited under 10 people with little meaningful outcomes described • Limited evidence of community appreciation or benefit	• Some detail of positive community impact • Contribution benefited 10 – 50 people with some meaningful outcomes described • Some evidence of community appreciation or benefit.	• Significant detail of positive community impact • Contribution benefited over 50 people with significant meaningful and lasting outcomes described • Clear evidence of community appreciation or benefit
Contribution and Achievement (30%)	• Limited involvement and achievement demonstrated • Contribution was under one year and narrowly focused • Limited evidence of leadership, initiative or participation	• Some involvement and achievement demonstrated • Contribution was between 2-3 years and focused on more than one priority • Some evidence of leadership, initiative or participation	• Exceptional involvement and achievement demonstrated • Contribution was over 3 years and focused on more than two priorities • Clear evidence of leadership, initiative or participation
Sustainability and Innovation (20%)	• Little evidence of sustainable impact, innovation or addressing a community need	• Some evidence of sustainable impact, innovation or addressing a community need	• Clear evidence of sustainable impact, innovation or addressing a community need

Recommendation	Current guidelines	Updated guidelines
Reduce number of categories from 8 to 3	• Citizen of the Year • Young Citizen of the Year • Inclusive Communities • Contribution to the Environment • Contribution to Community Arts • Contribution to Sports and Wellbeing • Youth Leadership • Community Event of the Year	• Citizen of the Year • Young Citizen of the Year • Project of the Year
Adjust eligibility requirements	Community groups must be incorporated	Community groups do not require incorporation
	Community group location not listed	Community groups must be based in the Macedon Ranges Shire or deliver activities, services or initiatives that benefit the Macedon Ranges community, at the time of nomination.
	Referee may be required	Reference is not required
Simplify guidelines	Category title: Community Event of the Year	Update category title: Project of the Year
	Nomination details required of nominee	Nomination requirements to be provided as a supporting document on the website.
	Citizen and Young Citizen of the Year category descriptions are inconsistent • Citizen of the Year: Awarded to an individual aged 18 or over who has made an extraordinary contribution to the Macedon Ranges community, and has demonstrated community service over many years. • Young Citizen of the Year: Awarded to a young person aged 12 - 25 who has made a significant contribution to their community and demonstrates community service in the Macedon Ranges Shire. This could be through advocating and raising awareness of important local issues, involvement in promoting and advancing participation in health and wellbeing activities, fundraising, volunteering, business, sports, arts, the environment, or other contributions that help the community grow and thrive.	• Citizen of the Year: Awarded to an individual aged 18 or over who has made an extraordinary contribution to the Macedon Ranges Shire, demonstrating strong community service and leadership. • Young Citizen of the Year: Awarded to a young person aged 12 - 25 who has made an extraordinary contribution to the Macedon Ranges Shire, demonstrating strong community service and leadership.
	Scoring Criteria listed	Scoring Matrix updated to support a simpler nomination process and included for full transparency (see page two)

Assessment Scoring Matrix

	Low (0-3)	Medium (4-6)	High (7-10)
Community Impact (50%)	• Limited detail of positive community impact • Contribution benefited under 10 people with little meaningful outcomes described • Limited evidence of ongoing community appreciation or benefit	• Some detail of positive community impact • Contribution benefited 10 – 50 people with some meaningful outcomes described • Some evidence of community appreciation or benefit.	• Significant detail of positive community impact • Contribution benefited over 50 people with significant meaningful and lasting outcomes described • Clear evidence of community appreciation or benefit
Contribution and Achievement (30%)	• Limited involvement and achievement demonstrated • Contribution was under one year and narrowly focused • Limited evidence of leadership, initiative or participation	• Some involvement and achievement demonstrated • Contribution was between 2-3 years and focused on more than one priority • Some evidence of leadership, initiative or participation	• Exceptional involvement and achievement demonstrated • Contribution was over 3 years and focused on more than two priorities • Clear evidence of leadership, initiative or participation
Sustainability and Innovation (20%)	• Little evidence of sustainable impact, innovation or addressing a community need	• Some evidence of sustainable impact, innovation or addressing a community need	• Clear evidence of sustainable impact, innovation or addressing a community need

COM.2	**LAND MANAGEMENT FOR LANCEFIELD CHILDREN'S CENTRE AND CARPARK**
Officer:	**Karen Curson, Manager Community Services**
Council Plan relationship:	**Our Places**
Attachments:	**Plan of Crown Allotment - 76A High Street, Lancefield - OP127718D ⇩**

Summary

This report provides an update on progress and outlines the next steps to complete the transfer of management of land used for Lancefield Children's Centre and carpark to Council.

Recommendation

That Council notes that the CEO will request that the Department of Energy, Environment and Climate Action continue with the land revocation and re-reservation process, and appoint Council as Committee of Management, for parcels 2005 and 2007 on OP127718D at 76A High Street, Lancefield, as identified in Attachment 1.

Background

In December 2021, in response to the Victorian Government's kindergarten reform announcements, Council resolved to make the proposed Lancefield Kindergarten and Maternal and Child Health facility a priority project. A feasibility study identified Crown land at 76A High Street, Lancefield, managed by a local committee of management, Lancefield Park Recreation Reserves Inc. (the CoM), as a suitable site. Following discussions with the Department of Energy, Environment and Climate Action (DEECA), Councillors were advised in June 2022 that developing the site would require several statutory land and planning actions, including revocation and re-reservation of the land.

The CoM voted in May 2023 to transfer management of the kindergarten land to Council. Until the transfer of land management is complete, a temporary land lease (January 2025 to January 2030) is in place at a cost to Council of $10,000 per annum. The lease ends early if DEECA appoints Council as Committee of Management for the site.

In January 2025, a 20-year Building Assignment Agreement (BAA) was executed between the Department of Education (DE) and Council for the management of the newly constructed Lancefield Children's Centre building, with Council assuming all costs for maintenance, repairs and alterations. At the end of the BAA, ownership of the building will transfer to Council. Regarding management of the land, the BAA includes the condition: *During the term of this [temporary land] lease, DEECA shall be undertaking a process to appoint the tenant [Council] as Committee of Management for the lease area. Once this occurs, this lease shall be terminated regardless of the remaining lease term* (Schedule 3 Special Condition, item 1.5).

The CoM voted in March 2025 to transfer management of the additional portion of land allocated to the Lancefield Children's Centre carpark to Council, noting that the temporary land lease with the CoM was not amended to include the carpark land. In August 2025, following completion of the carpark, the BAA was updated by a Deed of Variation to include the carpark built next to the children's centre.

In alignment with the BAA Special Condition above, Council officers sought advice from relevant internal departments regarding the responsibilities and costs that would arise from Council becoming the land manager. The advice was that Council has already effectively assumed responsibility for managing the land, regardless of its formal land management status, by agreeing to the construction of the Lancefield Children's Centre and carpark and the delivery of services from the site.

Discussion

Although the BAA was not formally executed until January 2025, shortly before the kindergarten and MCH service became operational, Council committed to working towards becoming the land manager (Committee of Management) when it was awarded a Building Blocks Capacity Building Grant through the Victorian School Building Authority (VSBA) in 2022. This commitment was made by the CEO under S5 – Instrument of Delegation from Council to CEO.

Council officers have been working with DEECA and other stakeholders since 2023 to create a single Crown land parcel covering both areas. This has been a drawn-out process for several reasons:

- Delay between construction of the kindergarten/MCH service and the carpark, and the request from DEECA for the two areas to be considered through one revocation and re-reservation process;
- Staffing disruptions at DEECA; and
- Liaising between multiple stakeholder groups, including Council teams, the CoM, DEECA, VSBA, Surveyor-General Victoria and external consultants, each with its own decision-making processes and timelines

The detailed transition process undertaken by DEECA includes the following steps:

- Formal agreement from DEECA and the CoM to transfer management of the land housing the Lancefield Children's Centre and associated outdoor space, and subsequently the carpark, to Council;
- DEECA engaged the Surveyor-General Victoria to complete a survey assessment report to provide legislative and survey advice relating to the creation of a new Crown Allotment for the new Lancefield Children's Centre; and
- The Surveyor-General Victoria engaged an external consultant to conduct a cadastral survey and draft Crown Plans to support a Crown subdivision that would create a parcel containing the Lancefield Children's Centre and associated carpark, with a balance parcel remaining.

The resulting Plan of Crown Allotment (OP) and accompanying documentation were reviewed by the acceptance group within the Office of Surveyor-General Victoria and certified by the Surveyor-General. The documents were then sent to DEECA to support the revocation of the existing reserves and the re-reservation of the subject land, as outlined in this report.

DEECA, as the Crown landowner, is leading the statutory process for the transfer of land management. The terms of Council's appointment as Committee of Management will be agreed with the Victorian Government and aligned with Council's existing arrangements for Crown land managed across the Shire.

The proposed arrangements provide safeguards against future uncertainty. Council's appointment and management of the land will be governed by the ***Crown Land (Reserves) Act 1978***, the land's reserved public purpose and any conditions imposed by DEECA. Any

future change to Council's management role would therefore need to occur through the applicable statutory process and in accordance with the terms of Council's appointment. The 20-year BAA separately provides for Council to manage and maintain the Lancefield Children's Centre, with ownership of the building transferring to Council at the end of the agreement. Together, these arrangements support the continued use of the land and building for the children's centre and reduce the risk of an unexpected resumption of land management or action affecting the building. They do not, however, remove the Victorian Government's statutory powers as Crown landowner.

If Council does not accept the role of Committee of Management, it will breach the Building Assignment Agreement with DE, continue to incur annual land lease costs—currently $10,000—and not give effect to the local CoM's formally recorded request that Council take over management of the land.

DEECA is awaiting confirmation from Council before initiating the revocation and re-reservation process, which is the final stage in transferring management of the land.

Consultation and engagement

Internal consultation has occurred regarding this project, specifically the transfer of land management. There has been ongoing engagement with the CoM since this parcel of land was identified as the most suitable site for the Lancefield Children's Centre project. Notice of the revocation of the existing reservation over this specific parcel of land, and the appointment of Council as Committee of Management for the re-reserved land, will be published in the Victorian Government Gazette.

Collaboration

Extensive collaboration with external agencies and stakeholders has been undertaken throughout this process, as outlined in the body of the report.

Innovation and continuous improvement

The partnership with the CoM provided an innovative way for Council to deliver much-needed community infrastructure and services where no suitable Council-owned or managed land was available. The broader Lancefield Children's Centre and carpark project, including the transfer of land management, has generated lessons that could inform similar projects Council may consider in the future.

Relevant law

When Council is appointed as a Committee of Management for reserved Crown land, its principal responsibilities under the ***Crown Land (Reserves) Act 1978*** are to:

- Manage, improve, maintain and control the land for the specific public purpose for which it is reserved.
- Comply with and enforce applicable regulations, including undertaking actions necessary or incidental to their enforcement.
- Undertake works and improvements where appropriate.
- Manage income and expenditure and keep complete financial records.
- Follow lawful ministerial or departmental directions and any conditions attached to Council's appointment.
- Use the land consistently with its reservation purpose.

- Manage legal and public-liability exposure.
- Obtain required approvals for dealings with the land.

When Council is appointed as a Committee of Management for reserved Crown land, its principal responsibilities under the ***Aboriginal Heritage Act 2006*** are to:

- Ensure its acts and omissions do not harm, or risk harming, Aboriginal cultural heritage.
- Check the Aboriginal Cultural Heritage Register and sensitivity mapping, assess proposed maintenance and development, and obtain specialist advice where appropriate.
- Prepare a Cultural Heritage Management Plan (CHMP) when required.
- Comply with an approved CHMP.
- Obtain a cultural heritage permit where required. This may be necessary for activities likely to harm heritage, excavations undertaken to discover heritage, or works affecting a known Aboriginal place—even when no CHMP is required.
- Stop or modify works, protect the area and follow applicable reporting and contingency procedures if Aboriginal objects, places or ancestral remains are discovered.
- Consult the relevant Registered Aboriginal Parties early in planning works and land-management activities, rather than waiting until statutory approval is sought.
- Incorporate heritage requirements into scopes, contracts, leases, licences, inductions and site supervision.
- Retain assessments, approvals, consultation records and evidence supporting decisions about whether a CHMP or permit was required.

As a public authority managing Crown land, Council must act compatibly with human rights and properly consider relevant rights before making decisions under the ***Charter of Human Rights and Responsibilities Act 2006***. Any limitation on rights – such as restricting access, activities or use of Crown land reserves – must be reasonable, necessary and proportionate, with the assessment and reasons documented.

In accordance with the ***Gender Equality Act 2020***, a Gender Impact Assessment was not required in relation to the subject matter of this report.

Relevant regional, state and national plans and policies

Leasing Policy for Victorian Crown Land (2023) reinforces that Council, when acting as a Committee of Management, is not simply a landlord; it is a steward of Crown land that must ensure leasing decisions are transparent, equitable, environmentally responsible and consistent with the public purpose of the reserve.

DEECA's ***Committee of Management Guidelines*** (April 2024) reinforce Council's role as a steward of State-owned land. The guidelines outline expectations for governance, asset and risk management, financial accountability, compliance with legislative and leasing requirements, and ensuring that Crown land is managed in accordance with its reserved public purpose.

Relevant Council plans and policies

This work relates to ***Shaping the Ranges*** Objective 1.2 Our community infrastructure is accessible, fit for purpose, and meets the needs of current and future generations:

- Priority 1.2.6 Invest in, and deliver, sustainable, equitable and accessible community infrastructure; and
- Priority 1.2.7 Maintain our assets to be safe, accessible and sustainable, in ways that meet community needs.

Council's **Lease and Licence Policy** sets out provisions for Council to lease or license land and buildings fairly, transparently and for community benefit. For Crown land where Council acts as Committee of Management, the policy identifies how Council may grant leases or licences in accordance with DEECA's Crown land leasing policy and guidelines.

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile? Endorsement of the recommendation will not impact on Council's energy usage and *greenhouse emissions profile.*

How will the recommendations mitigate risks posed by climate change to Council operations and services? Endorsement of the recommendation will not create new risks posed by climate change to Council operations and services and will provide increased decision-making autonomy for potential future risk mitigation activities.

How will the recommendation help to prepare the community for future climate scenarios? Endorsement of the recommendation will not help to prepare the community for future climate scenarios, beyond any work already occurring through the service.

Financial viability

Transfer of land management to Council will result in ongoing savings of $10,000 (excluding GST) per year, indexed annually. The temporary land lease is subject to review and a possible increase every six years.

Sustainability implications

A separate process is being developed to support Council's decision-making about the broader transfer of land management for the Lancefield Park Recreation Reserve, including consideration of social and environmental impacts. The transfer of land management for the Lancefield Children's Centre and carpark can be considered independently because Council has already accepted responsibility for the centre and carpark through the BAA executed by DE and Council.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for analysis or synthesis of information, for example summarising documents or identifying themes. Outputs were verified and validated by Council officers.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy and its governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

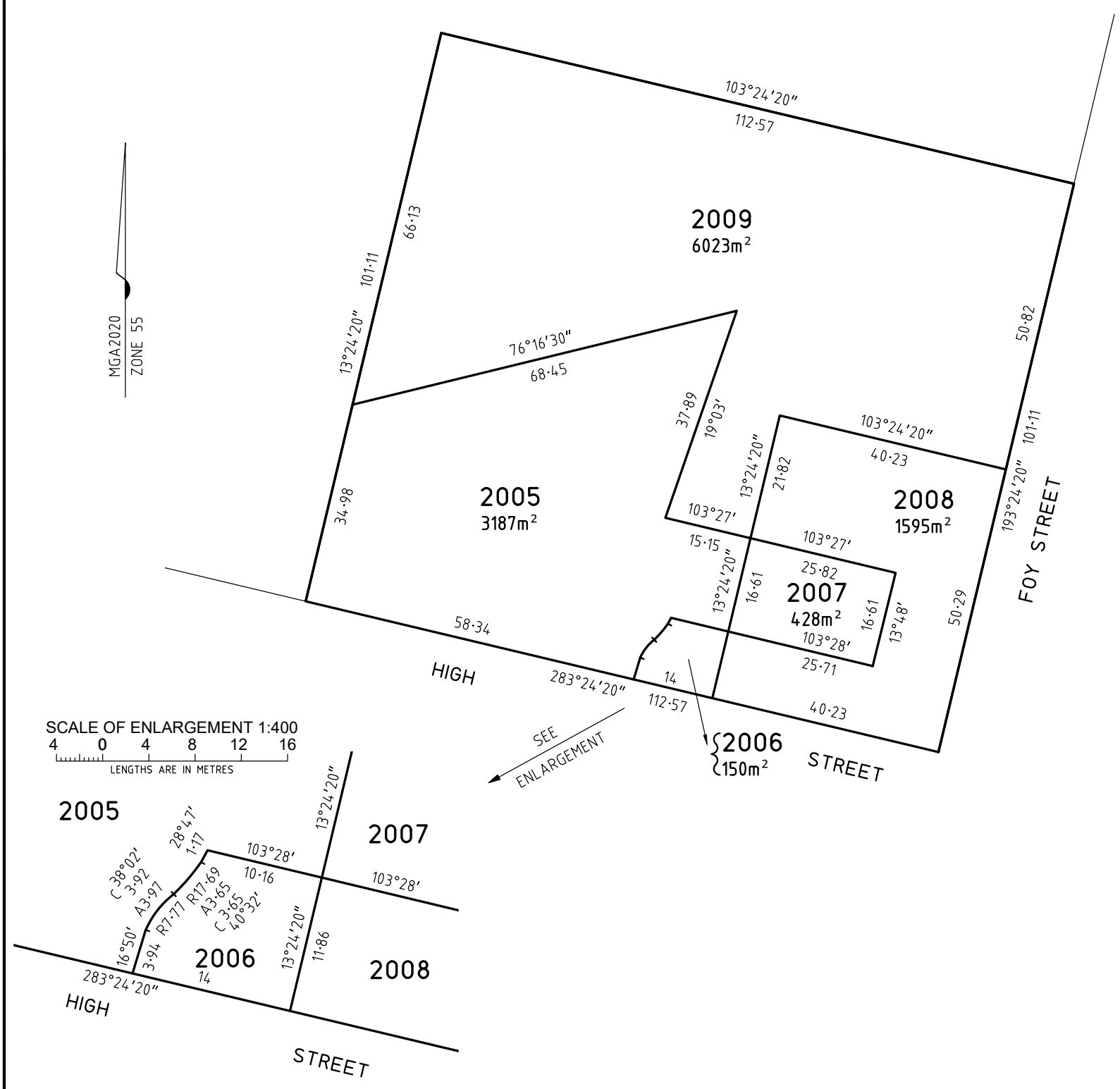
PLAN OF CROWN ALLOTMENT	EDITION 1	**OP127718D**

LOCATION OF LAND

COUNTY : BOURKE
PARISH : LANCEFIELD
TOWNSHIP : LANCEFIELD (5450)
SECTION : --------
CROWN ALLOTMENTS : 2005, 2006, 2007, 2008 AND 2009

SPI: 2005\PP5450, 2006\PP5450, 2007\PP5450, 2008\PP5450 AND 2009\PP5450
TITLE REFERENCE: C/F VOL.11799 FOL.764
MGA2020 CO-ORDINATES (of approximate centre of land in plan) E 298 560 N 5 872 200 ZONE : 55

NOTATIONS



ORIGINAL SHEET SIZE: A3		**CERTIFICATION BY SURVEYOR**	Sheet 1 of 1 Sheets
SCALE 1:800	8 0 8 16 24 32 LENGTHS ARE IN METRES S	I, Christopher White of 57 Myers Street, Bendigo, VIC, 3550 certify that this plan has been prepared from a survey made under my direction and supervision in accordance with the Surveying Act 2004 and completed on 25/03/2026, that this plan is accurate and correctly represents the adopted boundaries and that the survey accuracy accords with that required by regulation 7 of the Surveying (Cadastral Surveys) Regulations 2025. Digitally signed by Christopher White 07/04/2026 Licensed Surveyor, Surveying Act 2004	
FILE REF: SS-003017 SURVEYORS REF: 503080 (LSV) DRAWN: P.J.L. EXAMINED: AF 27/5/2026			
SURVEYOR-GENERAL VICTORIA DEPARTMENT OF TRANSPORT AND PLANNING		Digitally signed by: Christopher White, Licensed Surveyor, Surveyor's Plan Version (3), 07/04/2026, SPEAR Ref: S265686S	Certified by Evangelia Dimas Acting Surveyor-General 03:48 PM 10/06/2026 SPEAR Ref: S265686S

Amended by: Christopher White, Licensed Surveyor 04/06/2026.

COM.3	**YOUTH HOUSING PROJECT**
Officer:	**Liz Johnston, Community Planning Lead**
Council Plan relationship:	**Our Places** **Our Economy**
Attachments:	**1. Letter from Omnia Community Health ⇩** **2. Extract from Minutes - Ordinary Council Meeting - 26 August 2020 ⇩**

Summary

This report seeks Council's endorsement to undertake an Expression of Interest (EOI) process to identify potential delivery partners and proposals for youth housing on Council-owned land at 20 Jacobs Avenue and 9 Tower Street, Kyneton, alongside further investigations into the suitability and feasibility of the site.

The opportunity follows Council's investigations into vacant and underutilised land that could support affordable housing outcomes. The Macedon Ranges has an identified shortage of youth-specific accommodation, with Kyneton recognised as a priority location. An open EOI process would allow Council to test broader provider interest and consider different youth housing models and delivery arrangements before determining whether to progress a particular proposal.

Part of the Council-owned land was previously determined to be surplus to Council's open space requirements and resolved for sale (**Attachment 2**). Given the potential opportunity to use the land to address identified housing needs, officers are seeking Council's endorsement to pause the sale while the EOI process and further feasibility investigations are undertaken. The outcomes would be presented to Council for further consideration before any commitment regarding the future use of the land.

Recommendation

That Council:

1. **Authorises the CEO, or delegate, to undertake an Expression of Interest (EOI) process to identify and assess potential opportunities for the development of youth housing on Council-owned land at 20 Jacobs Avenue and 9 Tower Street, Kyneton.**
2. **Authorises the CEO, or delegate, to undertake further investigations into the suitability and feasibility of the properties for youth housing, including in partnership with a preferred provider identified through the EOI process, and considering relevant planning, statutory, technical and financial matters.**
3. **Notes that undertaking an EOI process and further feasibility investigations does not constitute approval or a commitment by Council to:**
   - **(a) lease, transfer, sell or otherwise make either property available for a housing project;**
   - **(b) provide funding or any other financial or in-kind contribution;**
   - **(c) approve any development or planning application; or**
   - **(d) support or participate in any subsequent detailed funding application.**

4. Notes the resolution made at the 26 August 2020 Ordinary Council Meeting, relating to 20 Jacobs Avenue, Kyneton (Attachment 2).

5. Resolves to pause the sale of 20 Jacobs Avenue, Kyneton, pending the outcomes of the EOI process and feasibility investigations.

6. Requires a further report to be presented to Council following the EOI process and feasibility and due diligence investigations, and before any further commitment is made, including:

(a) the outcomes of the EOI process and an assessment of any proposals received;

(b) the outcomes of the feasibility and due diligence investigations;

(c) any proposed development and land tenure arrangements;

(d) the financial, risk, statutory and community engagement planning and implications;

(e) any further decisions required of Council in relation to the use, lease, transfer or disposal of either property; and

(f) any proposed financial or in-kind contribution by Council.

Background

In August 2026, Council adopted the Macedon Ranges Shire Affordable Housing Policy. Under principle 3.6.2 this Policy directs Council in:

"Proactively identifying and considering opportunities to support affordable housing outcomes on vacant or underutilised land, particularly land owned by Council, particularly having regard to demonstrated housing need and long-term social, financial and community value."

Site background

As part of Council's broader social and affordable housing work, officers have reviewed vacant and underutilised Council-owned land for potential future housing partnership opportunities. This work has identified limited suitable land when considering factors such as location, existing and future uses, planning constraints and access to services. However, through this process, Council-owned land in Kyneton was identified as a potential opportunity for further investigation.

The potential site comprises two adjoining Council-owned parcels within an established residential area in Kyneton, approximately 1.2 kilometres from the town centre. The land is currently undeveloped and has historically been used as informal open space. Its location within the Kyneton township and proximity to services, education, employment and public transport contributed to its identification as a potential housing opportunity.

20 Jacobs Avenue, Kyneton

On 26 August 2020, it was resolved at the Scheduled Meeting of Council that the site was surplus to its open space needs and to commence the statutory process for its sale, including the required public notice and consultation processes. The sale did not proceed at that time, with the site subsequently considered through the broader consultation and assessment undertaken as part of the development of Council's Open Space Strategy.

While social or affordable housing was raised as a potential alternative use in 2020, the assessment at that time focused on the site's open space function and did not assess its suitability for social housing.

The new Open Space Strategy was adopted in 2026 and does not identify a future open space use for the site. Council has also adopted its Affordable Housing Policy, which includes a commitment to proactively identify and consider opportunities for affordable housing on vacant or underutilised Council-owned land. This provides an opportunity for Council to investigate the site's potential for social and affordable housing before determining whether to progress its sale.

9 Tower Street, Kyneton

This site was not included in the 2020 resolution relating to the adjoining 20 Jacobs Avenue. However, the site was also considered through the development of Council's Open Space Strategy, which does not identify a future open space use for the land. Its location directly adjoining 20 Jacobs Avenue provides an opportunity to consider the two parcels together.

Officers are seeking Council's endorsement to undertake an Expression of Interest process to identify potential youth housing opportunities for the sites, alongside further investigations into their suitability and feasibility for development.

Funding for social and affordable housing projects

Funding for new social and affordable housing is limited and generally becomes available through specific Commonwealth and State Government funding programs. These opportunities are often time-sensitive, making it important to have a suitable site, delivery partner and sufficiently developed proposal ready when funding becomes available.

In 2025, Housing Australia opened an Expression of Interest process for the National Housing Infrastructure Facility Crisis and Transitional Housing program (NHIF CT), supported by $1 billion in Commonwealth funding. The program provided grants and concessional loans for new crisis and transitional housing, including housing for young people experiencing or at risk of homelessness and women and children experiencing family and domestic violence. Previous investigations into potential youth housing opportunities in the Macedon Ranges, including consideration of alternative sites, have helped inform the identification of the proposed Kyneton site.

The Australian Government has since announced a further $300 million nationally for crisis and transitional housing as part of the Housing Australia Future Fund (HAFF). This funding highlights the potential opportunities available to support new social and affordable housing projects, particularly where suitable land and delivery partnerships can be established.

While future funding opportunities and their timing cannot be guaranteed, progressing an Expression of Interest process and feasibility investigations would allow Council to make an informed decision about the future use of the Kyneton site. Establishing the site's suitability, identifying potential delivery partners and clarifying Council's position on making the land available would place Council and prospective partners in a stronger position to respond to current and future funding opportunities as they arise.

Evidenced need for Youth housing in Kyneton

Youth homelessness and housing insecurity remain significant issues within the Macedon Ranges. Young people aged 19 to 24 experience the highest rate of homelessness in the Shire of any other age group (2021 Census), and 80 per cent of young people experiencing homelessness report family violence as the leading cause of their homelessness.

Council's Social Housing Regional Needs Assessment identified an overall shortage of social housing across the Shire. Existing social housing is predominantly managed by

organisations whose housing allocations support older people and/or families, with only three known dedicated youth housing units currently available within the Macedon Ranges (0.9 per cent of all social housing stock). While there is demonstrated housing need across a range of cohorts, including older people and families, this highlights a particular gap in housing options specifically suited to young people.

This gap is also being experienced by local homelessness services. Omnia Community Health (**Attachment 1**) has advised that access to youth-appropriate housing within the Shire is extremely limited, with the closest suitable options often located in Melton or Bendigo, making it difficult to support young people to remain within their local community. Among young people supported by Omnia, Kyneton is the most commonly preferred location for housing. This is consistent with housing preferences across all cohorts, with Kyneton accounting for 23.5 per cent of preferred locations, followed by Gisborne (9.4 per cent), Romsey (8.9 per cent), Woodend (8.3 per cent) and Lancefield (6.3 per cent).

Other indicators also point to need within Kyneton. Kyneton has a SEIFA index of 1,003.7 (2021 Census), making it the most disadvantaged area within the Macedon Ranges, and has the highest proportion of young people disengaged from employment or education, at 8.7 per cent (2021 Census). Together with the housing and service data, these indicators support Kyneton as a priority location for further investigation of youth housing opportunities.

Youth housing is one part of Council's broader work to respond to a diverse range of housing needs across the municipality. Council officers continue to investigate opportunities to improve housing outcomes for a range of groups, including older people, victim-survivors of family violence and other households experiencing housing insecurity.

While Council recognises the need for social and affordable housing across a range of population groups, the evidence demonstrates a particular shortage of youth-specific accommodation in Kyneton. This provides the basis for seeking youth housing proposals through the recommended EOI process, while Council continues to explore other opportunities to address broader housing needs across the municipality.

Engagement with Hope Street Youth and Family Services

Hope Street Youth and Family Services (Hope Street) is a specialist youth homelessness service with more than 45 years' experience delivering youth housing and homelessness programs. Hope Street's supported transitional housing model combines safe, affordable accommodation with tailored support focused on areas such as independent living, education, employment, health and connection to community. Specifically, their housing model includes on-site supervision and case management, ensuring a supported and managed youth housing experience for young people themselves and neighbouring residents. Discussions between Council and Hope Street commenced in 2025, with a commitment to explore future opportunities to respond to local youth housing needs, including whether a suitable local project could align with available external funding.

Through these discussions and Council's broader investigations into potential housing sites, 20 Jacobs Avenue and 9 Tower Street, Kyneton were identified as a potential opportunity. Hope Street has expressed interest in further investigating the feasibility of a youth housing project on the site, including opportunities to secure funding through the Housing Australia Future Fund (HAFF).

The proposed EOI process would allow Hope Street, alongside other interested organisations, to put forward proposals for consideration. Council could then determine whether a partnership with Hope Street or another provider represents the most suitable option, having regard to demonstrated housing need, site suitability, funding opportunities and long-term community benefit.

Discussion

Council has several pathways available in considering the future of the identified Council-owned land and its potential use for youth housing.

Council could:

(1) Seek Expressions of Interest for youth housing development (recommended);

(2) Continue investigations into a youth housing partnership with Hope Street Youth and Family Services; or

(3) Proceed with the sale of the land 20 Jacobs Avenue and review alternative use for 9 Tower Street.

Options 1 and 2 would allow Council to further test the potential for a social or affordable housing outcome before making any commitment regarding the land, while Option 3 would discontinue the housing investigations and progress towards disposal.

Option 1: Seek Expressions of Interest for youth housing development (recommended)

It is recommended that Council undertake an Expression of Interest (EOI) process to seek proposals from registered housing providers or other appropriate partners for the development of youth housing on the identified Council-owned land in Kyneton, alongside further investigations into the site's suitability and feasibility.

This approach would allow Council to formally test broader sector interest in the site and assess potential delivery partners, youth housing models and funding arrangements through an open and transparent process. An open EOI would allow Council to assess how different providers could respond to this need before determining whether to progress a particular proposal (if any).

Council acknowledges the considerable preliminary work undertaken with Hope Street Youth and Family Services to explore a youth housing opportunity in Kyneton, including engagement with local stakeholders and consideration of available funding. Hope Street remains an important partner in addressing youth homelessness in the Macedon Ranges and would have the opportunity to participate in the EOI process alongside other interested providers. This would allow Council to consider the potential benefits of a partnership with Hope Street while ensuring that any decision about the use of Council-owned land follows a fair and transparent assessment of available options.

A key consideration is the timing of external funding opportunities, particularly through the Housing Australia Future Fund (HAFF). Undertaking an EOI process would require additional time and may mean that Council and prospective partners are unable to respond to current funding opportunities. There is also no guarantee that an EOI would attract suitable proposals or that interested providers would have access to the funding required to deliver a project.

However, progressing an EOI alongside further site investigations would allow Council to establish the site's suitability, identify potential delivery partners and better understand the opportunities and constraints associated with different proposals. This would place Council in a stronger position to respond to future funding opportunities, while allowing officers to progress the process as efficiently as possible in recognition of current funding timeframes.

This approach would allow Council to build on the work undertaken to date, test the market and make an informed decision about the most appropriate use of the land, having regard to demonstrated housing need, project feasibility, potential funding and long-term community benefit. Importantly, undertaking an EOI would not commit Council to a particular

provider, development proposal or future use of the land. Any proposal recommended for further consideration would return to Council for a decision before any commitment is made. Any proposed partnership would remain subject to satisfactory feasibility and due diligence investigations, including relevant planning, statutory, technical and financial considerations, as well as community engagement and further Council approval before any commitment regarding the land is made.

Option 2: Continue investigations into a youth housing partnership with Hope Street Youth and Family Services

Council could continue investigating the potential youth housing opportunity in Kyneton directly with Hope Street Youth and Family Services, building on the preliminary work undertaken and the relationship established between the two organisations.

This approach has several advantages. Hope Street is an experienced youth housing provider with an established interest in delivering services in the Macedon Ranges. Council and Hope Street have already undertaken preliminary investigations into potential sites and funding opportunities, including engagement with relevant local stakeholders. Continuing this work would allow both organisations to build on the progress made to date rather than commencing a new process to identify potential delivery partners.

It would also provide an opportunity to progress a proposal within the timeframes associated with current Housing Australia Future Fund (HAFF) funding. Given the limited and time-sensitive nature of social housing funding, continuing investigations with an established provider may offer a more immediate pathway towards securing external investment in youth housing within the Shire.

Under this option, Hope Street would continue to lead and fund the work required to test the feasibility of a youth housing development, including concept and planning documentation, cost estimates and technical investigations, with Council officers providing relevant site information and advice on Council requirements. This would allow Council to better understand the potential development, including its scale, design, planning considerations and financial feasibility, before making any decision about the future use of the land.

This approach would respond directly to the demonstrated need for youth housing in Kyneton and is consistent with Council's Affordable Housing Policy, particularly its focus on facilitating partnerships with housing providers and considering opportunities to use vacant or underutilised Council-owned land where there is demonstrated housing need and long-term community value.

If investigations support progressing the proposal, Hope Street may pursue available external funding opportunities, including through HAFF. Any subsequent detailed funding application requiring Council's commitment would be subject to further Council consideration and approval.

However, continuing investigations directly with Hope Street would mean progressing with one provider without first undertaking an open process to test broader sector interest in the land. While Hope Street's experience, existing relationship with Council and preliminary work are important considerations, this approach would provide less opportunity to compare alternative providers, housing models and proposals before determining the most appropriate use of Council-owned land.

As with Option 1, progressing investigations under this option would not commit Council to leasing, transferring or otherwise making the land available, nor would it commit Council to funding or delivery of the project. Any proposed partnership would remain subject to satisfactory feasibility and due diligence investigations, including relevant planning,

statutory, technical and financial considerations, community engagement and further Council approval.

Option 3: Proceed with the sale of the land 20 Jacobs Avenue and review alternative use for 9 Tower Street

Council could choose not to progress a social or affordable housing partnership and instead proceed with the sale of 20 Jacobs Avenue, consistent with Council's previous resolution from August 2020.

Both 20 Jacobs Avenue and 9 Tower Street were identified through Council's review of vacant and underutilised land as surplus to identified operational requirements, and neither property has an identified future open space purpose in Council's adopted Open Space Strategy. However, the August 2020 resolution to commence the sale process applied only to 20 Jacobs Avenue. Any proposal to dispose of the adjoining 9 Tower Street property would require a separate assessment, including consideration of its reserve status, applicable statutory requirements and any further Council decisions necessary to enable its sale.

This option could generate a one-off financial return for Council, with relevant sale proceeds reinvested into improvements to other local open space sites in the West Ward, in accordance with applicable requirements.

However, selling the properties would remove one of the limited Council-owned sites identified through recent investigations as potentially suitable for social or affordable housing. It would mean foregoing the opportunity to use the land to address demonstrated local housing needs, including youth housing, and potentially attract external investment through partnerships with housing providers.

Council's Affordable Housing Policy identifies the strategic consideration of vacant and underutilised Council-owned land as one way Council can support affordable housing outcomes. While the policy does not require Council to retain land for housing, undertaking further investigations before progressing a sale would allow Council to better understand the potential social, financial and community benefits of alternative uses.

For these reasons, this is not the recommended approach at this stage. Options 1 and 2 would allow Council to further test whether the land could support a viable social or affordable housing outcome before making a decision about its future use. If these investigations do not identify a suitable or feasible housing opportunity, Council could subsequently reconsider the sale of 20 Jacobs Avenue and undertake the necessary assessment to determine the future use or potential disposal of 9 Tower Street.

Consultation and engagement

No formal community consultation or engagement has been undertaken regarding the potential use of the identified Council-owned land for social or affordable housing. Investigations remain at an early stage, and there is not yet a defined development proposal on which to seek informed community feedback.

Consultation undertaken through the development of Council’s Affordable Housing Policy has provided broader insights into community views and housing need. The proposed Expression of Interest (EOI) process would provide an opportunity to engage with registered housing providers and other interested organisations to better understand potential housing proposals, delivery models and partnership opportunities for the site.

If a suitable proposal is identified and progresses beyond the EOI stage, community and stakeholder engagement would occur at appropriate stages as the proposal becomes more developed. This would include engagement with nearby residents, the broader community

and relevant stakeholders once sufficient information about the proposed development is available.

Any future use or lease of the land would also be subject to applicable statutory community engagement requirements, with the outcomes of consultation informing Council's consideration of the proposal.

Collaboration

Internal discussions have taken place with Strategic Planning, Statutory Planning, Property and Open Space regarding the background of the site and its potential use for social and affordable housing. No significant issues have been identified at this preliminary stage, however further investigation and collaboration across Council would be required as the EOI process and feasibility investigations progress.

Council has also engaged with external organisations through its broader housing and homelessness work, which has helped identify the need for youth housing within the Shire. This includes engagement with Omnia Community Health (which provides the local homelessness access and referral service) and other members of the Macedon Ranges Housing and Homelessness Alliance.

In considering potential funding pathways, officers have attended information sessions provided in relation to Housing Australia funding opportunities and have discussed potential project eligibility and funding requirements with Homes Victoria. Further collaboration with relevant government agencies, housing providers and local service organisations would occur as required through the EOI process and subsequent investigations.

Innovation and continuous improvement

The proposed approach builds on recent research and analysis undertaken through the development of Council's Affordable Housing Policy. This work reviewed local housing data, identified current and emerging housing needs, and considered the roles available to Council, including partnerships with housing providers and the potential use of Council-owned land.

The approach also draws on the consultation, engagement and collaboration outlined above. Undertaking an open EOI process alongside further feasibility investigations would allow Council to test broader sector interest, assess potential housing models and delivery partners, and better understand the suitability of the land for youth housing. This would support an informed and transparent decision about the future use of the land before Council makes any substantive commitment.

Relevant law

The proposed EOI process and feasibility investigations are relevant to the *Local Government Act 2020*, particularly Council's responsibilities for good governance, community wellbeing and the management of public resources. The *Planning and Environment Act 1987* provides the legislative framework for any future planning and development of the land, while the *Housing Act 1983* provides the regulatory framework for social housing and registered housing agencies. These Acts are also identified as relevant legislation in Council's Affordable Housing Policy.

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment (GIA) was not required in relation to the subject matter of this report. This is because the recommendations relate to an EOI process and preliminary feasibility investigations, rather than approval of a specific housing development or partnership. A GIA would be undertaken where required if a proposal progresses to a stage involving a substantive decision.

The proposed approach also aligns with findings from the GIA recently completed for Council's Affordable Housing Policy, which identified that housing affordability and access can have compounded impacts for younger people alongside other intersecting factors, including gender, disability, caring responsibilities and cultural background.

Relevant regional, state and national plans and policies

The proposed approach aligns with relevant regional, state and national housing policy directions, including Plan for Victoria, which supports increased housing supply and diversity in well-located areas, including social and affordable housing. It also aligns with current Commonwealth housing investment through Housing Australia, including programs that support increased social and affordable housing supply and crisis and transitional housing. At a regional level, relevant housing planning and advocacy frameworks recognise the need for increased social and affordable housing and coordinated action across government, councils and housing providers.

Relevant Council plans and policies

The proposed approach strongly aligns with Council's recently adopted Affordable Housing Policy, which provides the key policy framework for this work. In particular, principle 3.6.2 commits Council to proactively identify and consider opportunities for affordable housing on vacant or underutilised land, particularly Council-owned land, having regard to demonstrated housing need and long-term social, financial and community value.

The proposed EOI process also reflects the Policy's commitment to working in partnership with registered housing agencies and other organisations to advance affordable housing outcomes, and its recognition that well-located social housing is particularly important for households experiencing housing stress, homelessness risk and other intersecting disadvantage.

The proposed approach also supports *Shaping the Ranges 2025–2035*, particularly priority 3.3.3, 'support projects that increase local social and affordable housing'.

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile? The recommendations relate to an EOI process and preliminary feasibility investigations and will not directly impact Council's energy use or greenhouse gas emissions. If a housing proposal progresses, energy efficiency and emissions would be considered through future design and approval processes.

How will the recommendations mitigate risks posed by climate change to Council operations and services? The recommendations will not directly affect climate risks to Council operations or services. If a housing proposal progresses, climate resilience and sustainability would be considered as part of future planning and design.

How will the recommendation help to prepare the community for future climate scenarios? The recommendations will not directly prepare the community for future climate scenarios at this stage. Further investigation would provide an opportunity to consider how any future housing development could incorporate climate-responsive and resilient design.

Financial viability

The recommendation would have limited immediate financial implications for Council. Undertaking the Expression of Interest (EOI) process and coordinating preliminary feasibility investigations would primarily involve officer time, including preparing EOI documentation, assessing proposals, providing relevant site information and coordinating internal advice.

Depending on the scope of further investigations, some additional costs may arise where external technical or specialist advice is required.

The EOI process and further investigations would help Council assess the financial viability of potential housing proposals, including likely development costs, funding opportunities, proposed partnership arrangements and any financial implications for Council. The intended approach is for the substantial costs of developing and delivering any housing project to be met through external government funding and investment secured by the relevant housing provider, rather than Council directly funding construction.

Council would retain ownership of the land at this stage. Any future proposal for Council to lease, transfer or otherwise make the land available, or to provide a financial or in-kind contribution to a housing project, would return to Council for consideration and approval.

Sustainability implications

The proposal has potential positive social sustainability implications by responding to an identified gap in youth housing and supporting young people experiencing or at risk of homelessness to remain connected to services, education, employment and community. At this preliminary stage, there are no direct environmental impacts. If the project progresses, environmental sustainability and climate-responsive design would be considered through future planning, design and approval processes.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for drafting assistance, for example generating initial text, summaries or alternative wording. All content was reviewed, edited and approved by Council officers.

AI tools were used to support drafting and refinement of sections of the report, including summarising background information and suggesting alternative wording. All AI-assisted content was reviewed and edited by Council officers against relevant source material, with all analysis, judgements and recommendations determined by Council officers.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

24 September 2026

Re: Expanding youth housing opportunities in the Macedon Ranges

Dear Liz,

I am writing on behalf of Omnia Community Health to seek Council's leadership in expanding safe, affordable and accessible housing options for young people across the Macedon Ranges Shire.

Omnia Community Health is the local access point for people experiencing, or at risk of, homelessness in the Macedon Ranges. Through this role, we see firsthand the barriers young people face when trying to secure stable accommodation and remain connected to their community.

In the last financial year, 32 young people presented to our service—20 female and 12 male. The largest number were from Kyneton, followed by Woodend and Gisborne, and most were aged 18 to 20. This is likely to understate the true level of need because young people who are couch surfing do not always identify as homeless and may not appear in available data.

The closest youth refuge is in Melton. For a young person travelling from the Macedon Ranges, distance and limited public transport can make this service difficult or impossible to access when urgent support is needed.

Affordability compounds this access problem. Youth Allowance is significantly lower than JobSeeker payments, placing suitable private rental housing beyond the financial reach of many young people.

Young people aged 16 to 18 are also unable to access motel accommodation as an emergency option, leaving a critical gap for those who need an immediate safe place to stay.

The region currently has three youth-specific transitional properties, all one-bedroom units reserved for young people. These homes provide more than shelter: they enable residents to build a rental history, with rent managed through Haven Home Safe in Bendigo, while developing the skills to manage household bills and live independently.

Demand, however, exceeds this limited supply. The rural character of the Macedon Ranges means there are few one-bedroom homes, units and apartments. Young people are therefore often pushed into share housing, even when it is unsuitable, or must leave the area and the support networks that help them maintain stability.

We respectfully ask Council to make youth housing a clear local priority and to work with community housing and service providers to increase the supply of safe, affordable one-bedroom and transitional accommodation. Practical opportunities could include identifying suitable Council-owned land or properties, supporting planning pathways for appropriate developments, and advocating to the Victorian and Australian governments for targeted investment in youth housing across the Macedon Ranges.

Omnia Community Health would welcome the opportunity to meet with Council to discuss the evidence, identify suitable initiatives and contribute to a coordinated local response. With

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Council's leadership, more young people can remain safely housed, connected to their community and supported to build an independent future.

Yours sincerely,

Kate Weston

Team Leader Housing
Omnia Community Health

Report No: **Report Title:**

CC.7 Proposal to sell 20 Jacobs Avenue, Kyneton

Purpose and Overview
20 Jacobs Avenue, Kyneton comprises a vacant allotment located in an established residential area of Kyneton. Following a review of the current and potential future uses of the land it has been determined as surplus to Council requirements for open space purposes. It is therefore proposed to commence the process to sell the property, subject to community consultation and the legislative process under the *Local Government Act 1989.*

Recommendation

That Council:

1. **Having determined that the property at 20 Jacobs Avenue, Kyneton is considered surplus to Council requirements commence the statutory process to sell the land by:**
   a. **Advertising a notice of intention to sell 20 Jacobs Avenue, Kyneton, in accordance with section 189 of the *Local Government Act* 1989 ("the Act");**
   b. **Noting that in accordance with section 223 of the Act, the public notice provides an opportunity to make a submission within 28 days of the day of the notice and if requested provides the submitter the opportunity to speak in support of their submission at a future Submitters Committee meeting;**
   c. **Notifying all neighbouring properties of the proposal and seeking submissions; and**
   d. **Considering all submissions prior to determining to proceed with the sale.**

2. **Note that should there be no written submissions received under Section 223 of the Act to the Chief Executive Officer will:**
   a. **Proceed to sell the property by public auction (or subsequently by private treaty should it fail to sell at auction);**
   b. **negotiate the sale of the property based on a current market valuation obtained by an independent qualified valuer;**
   c. **be authorised to sign and seal any associated documentation in relation to the sale.**

3. **Note that net proceeds from the sale will be allocated to the Open Space Financial Reserve for future capital works projects in the West Ward.**

The Director, Corporate and Community sought to make an Amended Officer Recommendation to provide clarity regarding the net proceeds from the sale, which are intended for use for future open space projects, and are not intended to be constrained only to capital works projects.

Amended Officer Recommendation

That Council:

1. **Having determined that the property at 20 Jacobs Avenue, Kyneton is considered surplus to Council requirements commence the statutory process to sell the land by:**
   a. **Advertising a notice of intention to sell 20 Jacobs Avenue, Kyneton, in accordance with section 189 of the Local Government Act 1989 ("the Act");**
   b. **Noting that in accordance with section 223 of the Act, the public notice provides an opportunity to make a submission within 28 days of the day of the notice and if requested provides the submitter the opportunity to speak in support of their submission at a future Submitters Committee meeting;**
   c. **Notifying all neighbouring properties of the proposal and seeking submissions; and**
   d. **Considering all submissions prior to determining to proceed with the sale.**

2. **Note that should there be no written submissions received under Section 223 of the Act to the Chief Executive Officer will:**
   a. **Proceed to sell the property by public auction (or subsequently by private treaty should it fail to sell at auction);**
   b. **negotiate the sale of the property based on a current market valuation obtained by an independent qualified valuer;**
   c. **be authorised to sign and seal any associated documentation in relation to the sale.**

3. **Note that net proceeds from the sale will be allocated to the Public Open Space-West Financial Reserve.**

It was moved by Cr Anderson seconded by Cr Mees that the Amended Officer Recommendation be adopted.

CARRIED

15 ASSETS AND OPERATIONS REPORTS

AO.1	**PROPOSAL FOR THE CLOSURE OF BRANTOME STREET, GISBORNE**
Officer:	**Daniel Grigson, Manager Engineering, Asset Services and Civil Projects**
Council Plan relationship:	**Our Places**
Attachments:	**Nil**

Summary

The Victorian School Building Authority (VSBA) has requested Council support the closure and discontinuance of a section of Brantome Street, Gisborne, to facilitate the expansion of outdoor recreation space associated with Gisborne Primary School.

Following a detailed review of the proposal, supporting traffic assessments, correspondence from the VSBA and discussions with Councillors, officers have identified significant traffic, parking, operational, statutory and strategic concerns. Councillors have indicated a desire for Council to formally determine its position on the proposal rather than continue to leave the matter unresolved. This report seeks a formal Council resolution regarding the proposed closure.

Recommendation

That Council:

1. **Notes the officer assessment of the proposed closure and discontinuance of a section of Brantome Street, Gisborne.**
2. **Does not support the proposed closure and discontinuance of the section of Brantome Street between Fisher Street and Howey Street.**
3. **Advises the Victorian School Building Authority, Department of Education and Department of Energy, Environment and Climate Action of Council's position.**
4. **Notes that Council will not progress any statutory road discontinuance process for the proposal.**

Background

The Victorian School Building Authority has been investigating the closure of a section of Brantome Street, Gisborne since 2021 to facilitate the expansion of outdoor recreation space at Gisborne Primary School. The proposal involves the discontinuance of the road reserve between Fisher Street and Howey Street and the subsequent use of the land by the school.

Council acknowledges that the proposal is intended to provide additional outdoor recreation space for Gisborne Primary School students and reflects the School Council’s long-standing objective of improving opportunities for outdoor play and recreation. Council also recognises the significant time, effort and resources the school community has invested in progressing the proposal over a number of years.

The road reserve is Crown land, with the Department of Energy, Environment and Climate Action (DEECA) responsible for the underlying land. Between 2021 and 2024, previous Council officers participated in discussions regarding the proposal, including consideration of traffic assessments, land tenure arrangements and proposed licensing arrangements with DEECA. The proposal was also presented to Councillors at a briefing in 2023.

Since 2025, officers have undertaken a comprehensive review of the proposal, associated traffic reports, draft licensing arrangements and strategic implications for Council. Following this review, concerns were raised directly with the VSBA and Department of Education regarding traffic, parking, road safety, future land ownership and management, community access, liability and financial implications.

The matter was presented to Councillors at a briefing in August 2026 and is now being brought to Council as a report for formal resolution.

Discussion

Officers do not support the proposed closure of Brantome Street due to the cumulative impacts and risks identified through the review process.

The supporting traffic and parking assessments fundamentally rely on traffic counts, parking occupancy surveys and movement data collected in 2019. Since that time, Gisborne has experienced continued population growth, residential development and increased pressure on transport infrastructure. Officers do not consider the available information sufficient to support the permanent removal of a public road corridor and significant on-street parking supply.

The proposal would result in the loss of approximately 50 on-street parking spaces within Brantome Street and a further reduction in parking opportunities associated with bus movement arrangements. Both Gisborne Primary School and St Brigid's Primary School rely heavily on the surrounding road network for parking, drop-off and pick-up activities due to limited on-site parking provision. Officers remain concerned that the proposal would exacerbate existing parking shortages and place further pressure on surrounding local streets and community facilities.

The proposed mitigation measures are not considered an appropriate long-term solution. Suggested relocation of parking demand onto adjoining community assets, including UL Daly Reserve and Scout Group land, effectively transfers school parking demand onto community infrastructure rather than addressing the underlying loss of public parking.

The proposal also raises road safety concerns. The supporting traffic assessment identifies bus movements that require large vehicles to utilise opposing traffic lanes and cross the centreline at several nearby intersections. Officers consider this outcome undesirable within an already constrained school precinct and are not satisfied that the long-term safety implications have been adequately addressed.

The proposed future pedestrian corridor also presents concerns. Previous officer reviews identified issues relating to the narrow pedestrian corridor arrangement, passive surveillance, after-hours access, future maintenance obligations and uncertainty regarding liability and public access arrangements. Officers remain concerned that the proposed layout may create an inferior public outcome when compared with retaining the existing open road reserve.

From a strategic perspective, closure of Brantome Street would permanently remove a public road corridor from Council's transport network. As Gisborne continues to grow, Council may require flexibility to respond to future transport demands, active transport

opportunities, parking pressures and network connectivity requirements. Retaining the road reserve preserves future options that would otherwise be lost permanently.

Officers have also identified unresolved issues regarding future ownership arrangements, asset management responsibilities, maintenance obligations, potential liabilities and cost recovery associated with the road discontinuance process. Council would be required to undertake the statutory process despite receiving no direct benefit from the future use of the land.

Consultation and engagement

Consultation has occurred with the Victorian School Building Authority, Department of Education, DEECA and relevant internal Council officers over several years. Officers have reviewed previous presentations, traffic studies, licensing arrangements and correspondence associated with the proposal.

The statutory public consultation process required under a road discontinuance process has not commenced.

As the recommendation is that Council does not support the proposal and will not progress a road discontinuance process, no further consultation is proposed.

Collaboration

Council officers have engaged with the Victorian School Building Authority, Department of Education and DEECA regarding the proposal, land tenure arrangements, traffic impacts and statutory requirements associated with the proposed closure. This collaboration assisted Council to understand the proposal and assess the implications for the municipality.

Innovation and continuous improvement

The recommendation reflects a detailed review of historical documentation, traffic assessments, strategic planning considerations and risk implications. Officers have undertaken additional investigations and challenged assumptions contained within earlier assessments to ensure decisions are informed by current conditions and infrastructure planning principles.

Relevant law

- *Local Government Act 2020*
- *Road Management Act 2004*
- *Local Government Act 1989*
- *Crown Land (Reserves) Act 1978.*

The recommendation does not directly impact any human rights protected under the Charter of Human Rights and Responsibilities Act 2006.

In accordance with the *Gender Equality Act 2020*, gender equity considerations have been assessed in relation to this matter. No specific or differential gender impacts have been identified that require further consideration as part of this report.

Relevant regional, state and national plans and policies

Not applicable to this report.

Relevant Council plans and policies

This report aligns to the Council Plan objective, we have connected and active places for everyone.

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

The recommendation is not expected to materially affect Council's energy use or greenhouse gas emissions profile.

How will the recommendation mitigate risks posed by climate change to Council operations and services? The recommendation is not expected to materially affect climate change mitigation efforts.

How will the recommendation help prepare the community for future climate scenarios?

Retaining strategic public infrastructure reserves maintains future options for transport, active travel and community connectivity.

Financial viability

Should the proposal proceed, Council would incur officer time, legal costs, administrative costs and resourcing requirements associated with the statutory road discontinuance process. Council would receive no financial benefit from the future transfer or use of the land.

The recommendation avoids those costs and ongoing uncertainty regarding future asset ownership and maintenance responsibilities.

Sustainability implications

The recommendation supports the retention of public infrastructure assets, public parking supply and future transport network flexibility.

The recommendation also avoids potential adverse social impacts associated with increased parking demand, traffic pressure and reduced community access within the precinct.

AI use disclosure

Council officers are required to disclose any use of artificial intelligence tools in the preparation of this report. All content remains the responsibility of Council officers and has been reviewed for accuracy, relevance, bias and compliance with Council policies and legislative obligations. For this report:

- AI tools were used for editing or quality improvement only, for example grammar, readability or formatting.

AI tools were used to assist with readability of the report.

Declaration – Human-in-the-Loop (HITL)

All judgements, decisions, and recommendations contained in this report were made by a human decision-maker. Any use of artificial intelligence tools was advisory only and did not replace human judgement. The final content and recommendations have been reviewed

and approved by a Council officer in accordance with Council's AI policy, and governance, risk and accountability frameworks.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

AO.2	**NATURE STRIP LANDSCAPING POLICY**
Officer:	**Sian Bloom, Subdivision Landscape Assessment Officer**
Council Plan relationship:	**Our Places** **Our Environment**
Attachments:	**1. Attachment 1 - Nature Strip Landscaping Policy 2026 ⇩** **2. Attachment 2 - Consultation Feedback Summary July 2026 ⇩**

Summary

Council resolved at its 27 May 2026 Scheduled Council Meeting to endorse the Draft Nature Strip Landscaping Policy 2026 for public consultation.

The Policy was advertised for a four-week consultation period. Overall, community and stakeholder feedback was supportive and identified opportunities to improve clarity, accessibility and practical application. This feedback has been considered in finalising the Policy.

The Policy is supported by the Nature Strip Landscaping Guidelines, which provide operational guidance for implementation. The Guidelines are not proposed for formal adoption by Council but will be made publicly available on Council's website.

This report seeks Council adoption of the Nature Strip Landscaping Policy 2026 following completion of the consultation process.

Recommendation

That Council adopts the Nature Strip Landscaping Policy 2026 and revokes all previous iterations of this policy effecting 26 November 2026.

Background

In 2017, in response to ongoing community requests, Council identified an opportunity for residents to enhance streetscape amenity by landscaping nature strips adjacent to their properties. Preparation of the Nature Strip Landscaping Policy (the Policy) began in August 2017 and incorporated feedback from Councillors, community consultation, and relevant Council departments.

The Policy provides guidance on permissible landscape treatments and encourages suitable alternatives to grass on nature strips. The Nature Strip Landscaping Guidelines (an operational document) support the Policy and provide practical information to help residents understand and apply its requirements. The Guidelines are being finalised and will include a diagram, checklist, visual guide to allowable and non-allowable treatments and a suggested plant list.

At the August 2019 Ordinary Council Meeting, Council resolved to adopt the Policy, consider a permit fee in the 2020/21 budget, and review implementation after twelve months. Officers and Councillors subsequently determined that this timeframe was insufficient to meaningfully assess the Policy's effectiveness, and a further review period was scheduled.

A preliminary officer review in 2021 led to minor operational amendments, which were presented to Council in August 2021 and endorsed for further community consultation. Feedback primarily addressed the Policy's prescriptive nature, interest in native plantings,

enforcement clarity, weed guidance, and tree management, with trees and their management remaining outside the Policy's scope.

After considering this feedback and making minor refinements, Council adopted the revised Nature Strip Landscaping Policy in 2022, with a further review of the Policy's effectiveness scheduled for three years later.

Discussion

Over the four years preceding the 2026 review, officers have monitored community inquiries regarding nature strip landscaping. No permit applications were received for works outside the Policy, and most inquiries sought clarification on permitted works, indicating limited awareness of the Policy. Officers responded by providing the Policy and Guidelines or directing residents to Council's website.

Since 2023, Council has also worked with Healthy Loddon Campaspe to promote edible nature strip gardens through the 'Veg on the Verge' program, supporting selected residents in learning about and establishing these gardens. Council has also contributed to guidance on food growing on nature strips, complementing the Policy and Guidelines with practical advice specific to edible plantings.

The 2026 Policy review focused on aligning it with the current MRSC Policy template, including consolidating and reorganising several sections. It also updated references to current legislation, policies, and the Council Community Local Law 2023, along with minor wording changes to improve clarity, consistency, and overall readability.

Following Councillor feedback, it was noted that while the Policy was strong in risk minimisation and governance, it could be refined to promote positive community outcomes. It was also suggested that the Policy adopt a more enabling, less compliance-focused approach, with greater emphasis on amenity benefits.

In response, the Nature Strip Landscaping Policy 2026 has been updated to ensure the language appropriately balanced an encouraging approach for residents with the necessary compliance requirements. The updated draft Policy was subsequently endorsed by Council at the Scheduled Council Meeting on 27 May 2026 for community consultation.

Following community consultation, the draft Policy was updated to provide greater clarity around the Policy's scope, resident responsibilities, permit requirements, pedestrian access and permitted landscaping treatments.

Adoption of the Policy will provide an updated and clearer framework for residents and Council officers and address the issues identified through the review and consultation.

Consultation and engagement

An online community survey on Council's Your Say page ran from 15 June to 19 July 2026.

The consultation sought feedback on the Policy's clarity, the types of work that can be done without a permit, and whether the Policy encourages residents to create safe, sustainable, and attractive nature strips.

The Draft Policy was also circulated internally across the organisation during the consultation period for officer review and feedback. Feedback from the internal review was considered alongside responses from community consultation.

During the consultation period, the Your Say page received 645 views from 542 unique visitors, with 592 visits recorded. The draft Nature Strip Landscaping Policy was downloaded 235 times. Social media was the primary source of traffic to the Your Say page, accounting for 79% of visits.

Thirty-five (35) contributions were submitted through the Your Say survey. Of the 35 responses, 23 respondents indicated they had considered landscaping their nature strip, five indicated they already had a landscaped nature strip, and seven indicated they had neither landscaped nor considered landscaping their nature strip.

There was strong support for the clarity of the updated Policy, with 32 respondents (91%) rating it as either clear or very clear.

Similarly, 32 respondents (91%) indicated that the Policy clearly explains which types of work can be performed without a permit.

When asked whether the Policy encourages residents to create safe, sustainable, and attractive nature strips, 25 respondents (71%) agreed or strongly agreed.

Written feedback highlighted opportunities to further improve the Policy's clarity and practical application, including:

- Clarification of the 1.8 metre pedestrian access requirement, including how it is measured where there is no existing footpath;
- Clarification of requirements for landscaping adjacent to kerbs, swales and table drains, including where required clearances are measured;
- Clearer information on when a permit is required and when landscaping can be undertaken without approval;
- Consideration of how the Policy applies to nature strips adjacent to intersections, including maintaining appropriate vehicle sightlines;
- Reinforcing requirements for vegetation to be located and maintained so it does not encroach onto footpaths or affect pedestrian accessibility, including for people with prams, older people, and people with disabilities;
- Additional practical guidance and opportunities to encourage nature strip planting, including recommended indigenous and native plant species, information on environmental weeds, examples of suitable landscaping, appropriate mulch and rock types, and information on how to establish and maintain a landscaped nature strip;
- Consideration of permitted nature strip treatments, including the use of hard surfaces for bin placement;
- Consideration of the potential impacts of landscaping on underground utility infrastructure, including that landscaping may need to be removed to support utility works;
- Consideration of below-ground heritage and archaeological matters, including clearer information about planning and heritage requirements; and
- Simplifying and streamlining information provided to residents to make the Policy and associated requirements easier to understand and apply.

Separate feedback was also received from Councillors on the Policy's scope and definition of town boundaries, and from AUS MAV Risk Help on risk and liability, the relationship between the Policy and Guidelines, permit and insurance requirements, and compliance and enforcement. This feedback was considered during the review and informed further clarification of the Policy's scope, resident responsibilities and supporting processes.

Following consideration of the consultation and stakeholder feedback, targeted amendments were made to the Draft Policy and Guidelines to clarify the Policy's scope, resident responsibilities, pedestrian access, permitted landscaping treatments, permit

requirements and compliance processes. As a further implementation measure, an online GIS mapping tool will be developed to show the areas covered by the Policy and Guidelines, helping residents determine whether their property falls within the relevant town areas and exclusions.

Attachment 2 – Consultation Feedback Summary July 2026 summarises the consultation feedback, officer responses and resulting changes to the Policy and Guidelines.

Overall, the consultation and stakeholder feedback were supportive of the updated Nature Strip Landscaping Policy and identified targeted opportunities to improve its clarity, accessibility and practical application.

Collaboration

The review of the Nature Strip Landscaping Policy involved collaboration across Council, with input from relevant internal teams, Councillors and the community. Feedback was also received from AUS MAV Risk Help and considered in refining the Policy and supporting Guidelines.

Council has also worked with Healthy Loddon Campaspe through the 'Veg on the Verge' program, which has provided practical insights into supporting residents to establish edible nature strip gardens.

Innovation and continuous improvement

The decision reflects Council's commitment to continuous improvement through a structured review of the existing Policy, incorporating internal officer input, Councillor feedback and community consultation. The 2026 review considered the effectiveness and practical application of the existing Policy, current legislation and Council requirements, and feedback received through the consultation process.

Councillor and community feedback resulted in targeted improvements to the Policy and Guidelines, including clearer requirements and practical guidance for residents. The revised Policy and Guidelines provide a more accessible and enabling approach while maintaining appropriate risk, safety and compliance requirements.

Relevant law

(1) Macedon Ranges Shire Council Community Local Law 2023 ('the Local Law') is relevant to this matter.

The Local Law sets out requirements for the use of Council land and roads, including obtaining a permit for certain uses and activities. Under Clause (13) of the Local Law a person must obtain a permit to carry out any works, including to excavate, dig holes, or otherwise remove, damage, destroy, interfere with, alter, affix to or tap into a Council asset.

The Local Law was updated in 2023 to include a clause (18) to outline a permit exemption in accordance with the Nature Strip Landscaping Policy:

(18.) Planting on Nature Strips

Unless acting in accordance with Council's Naturestrip Landscaping Policy as shown on Council's website, a person must not, without a permit, on a naturestrip:

(a) plant or remove any vegetation (excluding the mowing of non-native grass);

(b) undertake any landscaping; or

(c) remove any soil.

(2) Consent is required under the Road Management Act 2004 for works within a Council managed road reserve.

(3) Other related legislation includes:

- *Road Management Act 2004 (Vic)*
- *Road Safety Act 1986 (Vic)*
- *Road Safety (Traffic Management) Regulations 2019 (Vic)*
- *Road Safety Road Rules 2017 (Vic)*
- *Local Government Act 2020 (Vic)*
- *Catchment and Land Protection Act 1994 (Vic)*
- *Flora and Fauna Guarantee Act 1988 (Vic).*

Gender Impact Assessment

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment has been conducted in relation to the subject matter of this report.

The GIA recommends that implementation of the Nature Strip Landscaping Policy continue to consider gender equity, access and inclusion.

Key issues identified through the GIA included differences in capacity to undertake and maintain nature strip landscaping due to gendered roles, caring responsibilities and intersecting factors such as age, disability, mobility, cultural and linguistic diversity, and financial circumstances. The assessment also highlighted the importance of maintaining safe and accessible public space, including pedestrian access, visibility and clear sightlines, and providing clear and accessible guidance for residents. Victorian Government guidance recognises that women and gender-diverse people experience public spaces differently from men and identifies visibility and clear sightlines as important to perceptions of safety.

The GIA did not identify any material differential gender impacts requiring a change to the overall Policy direction. These considerations are addressed through the voluntary nature of nature strip landscaping and flexibility in the type and extent of landscaping undertaken. The GIA did not identify any substantial changes to the Policy direction, but reinforced the value of retaining flexible landscaping options, clarifying resident responsibilities and strengthening practical guidance.

The accompanying Nature Strip Landscaping Guidelines will be reviewed by the Inclusive Communities Officer, or an officer with relevant accessibility expertise, to help ensure the content is clear, accessible and inclusive, and that implementation continues to consider gender equity, accessibility and inclusion.

It is also recommended that future Policy reviews identify opportunities to collect relevant local data through the consultation process, including optional demographic questions, to strengthen the evidence base for assessing gender and intersectional impacts.

Specifically, it is recommended that the Nature Strip Landscaping Policy:

- Maintain unobstructed pedestrian access suitable for people using prams, mobility aids and other assistive devices;
- Maintain appropriate visibility and sightlines to support safe and equitable use of public space; and
- Provide clear and accessible information to assist residents to understand their responsibilities and available landscaping options.

This recommendation will provide a clear and consistent policy framework that supports the safe, accessible and equitable use of nature strips, while providing flexibility for residents with differing needs and circumstances.

Relevant regional, state and national plans and policies

- Victoria Planning Provisions – Planning Policy Framework, Clause 12.01 (Biodiversity).
- Urban Design Guidelines for Victoria 2.0.

Relevant Council plans and policies

This report specifically addresses the following priorities of the Macedon Ranges Shire.

(1) Shaping the Ranges 2025 - 2035:

Includes the Community Vision, Council Plan, Municipal Public Health and Wellbeing Plan, and Disability Action Plan.

Relevant Strategic objectives

- Our Places: Connected and active places and spaces for everyone.
- Our Environment: Rural and natural surroundings that are cared for and protected.

(2) Climate Emergency Plan 2023 - 2030

Theme: Nurturing Nature

- Habitat connectivity
- Future Proof Plantings.

(3) Other relevant Council Policies or Plans include.

- Tree Management Policy
- Infrastructure Permit Policy
- Statement of Planning Policy
- Road Management Plan
- Roadside Conservation Management Plan
- Biodiversity Strategy
- Environment Strategy
- Shire-wide Footpath Plan.

Climate Impact Assessment

How will the recommendation impact on Council's energy usage and greenhouse emissions profile?

Adopting the final Nature Strip Landscaping Policy is not expected to have any significant impact on Council's energy use or greenhouse gas emissions profile.

How will the recommendations mitigate risks posed by climate change to Council operations and services?

The policy supports climate-resilient streetscapes by promoting low-water-use, locally native plantings, which can reduce maintenance demands and enhance the resilience of Council-managed environments to changing climate conditions.

How will the recommendation help to prepare the community for future climate scenarios?

At the community level, these landscaping practices encourage residents to adopt plantings better suited to future heat and rainfall variability, contributing to more resilient neighbourhood streetscapes and preparing the community for future climate scenarios.

Financial viability

There are no additional budget implications associated with adoption of the revised Nature Strip Landscaping Policy 2026. Implementation will be undertaken within existing Council resources and operational processes.

Sustainability implications

The revised Policy has positive social and environmental implications. Clearer requirements and practical guidance will support residents to create safe, attractive and sustainable nature strips, while maintaining pedestrian access, visibility and accessibility for all users. The Policy also provides greater clarity around appropriate plant selection, environmental weeds, landscaping treatments and the protection of Council assets and services.

The revised Guidelines provide practical information to assist residents in implementing and maintaining landscaping appropriately. No adverse social or environmental impacts have been identified.

AI use disclosure

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Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Policy

Macedon Ranges Shire Council

Nature Strip Landscaping Policy 2026

Date of Adoption	25 November 2026		
Adoption Method	☒ Council	☐ CEO	☐ Other *(please specify)*
CEO Signature		**Date**	
Responsible Officer and Unit	Manager Parks, Civil Services and Resource Recovery		
Nominated Review Period	☐ Annually	☒ Every 4 years	☐ Other *(please specify)*
Last Endorsement Date	November 2026		
Next Endorsement Date	November 2030		

Macedon Ranges Shire Council acknowledges the Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Peoples as the Traditional Owners and Custodians of this land and waterways. Council recognises their living cultures and ongoing connection to Country and pays respect to their Elders past, present and emerging. Council also acknowledges local Aboriginal and/or Torres Strait Islander residents of Macedon Ranges for their ongoing contribution to the diverse culture of our community.

DOCUMENT HISTORY	Version	Date	Author
Initial Draft	1	02/03/2026	S Bloom
Second Draft	2	13/04/2026	S Bloom
Final Draft	3	31/08/2026	S Bloom
Approval	4	25/11/2026	S Bloom

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1. Purpose/Objective

The objectives of the Nature Strip Landscaping Policy are to:

- Support and encourage residents to creatively and sustainably contribute to the landscaping and maintenance of nature strips in ways that enhance streetscape character, biodiversity, and community engagement, while maintaining safety and access.
- Clarify the respective roles and responsibilities of Council and the community in relation to nature strip maintenance.
- Support the use of low maintenance, low growing and drought tolerant planting as alternatives to the traditional grassed nature strip, in keeping with the Macedon Ranges' natural environment.
- Achieve environmental and social benefits, including water conservation, habitat enhancement, improved visual amenity, and reduced maintenance.
- Ensure nature strip landscaping does not impede safe pedestrian access, vehicle access or road user visibility, including maintaining safe sightlines at intersections, curves and driveways.
- Ensure access is maintained for utility services, postal delivery, fire hydrants, kerbside parking and waste management.
- Support and complement the Nature Strip Landscaping Guidelines.

2. Background/Policy Intent

Macedon Ranges Shire Council (Council) acknowledges that nature strips play an important role in the aesthetics, environmental and social health of the towns and villages within our Shire.

Well-designed and maintained nature strips can contribute to more attractive and walkable streets, support local neighbourhood character, and help reduce urban heat through increased vegetation cover. These outcomes also deliver broader community and economic benefits over time.

The Macedon Ranges Shire Council Nature Strip Landscaping Policy (the Policy) provides practical guidance to assist residents in designing, establishing and maintaining nature strips that

contribute positively to their local streetscape and environment. It recognises that residents and landowners may consider alternatives to traditional grassed nature strips and provides direction on their appropriate design and maintenance.

The Policy also acknowledges the impacts of climate change and supports low water use and low maintenance alternatives to traditional grassed nature strips, where consistent with the character of the Macedon Ranges' natural environment. Nature strips also serve an important function as access corridors for utility services.

Council supports residents to landscape their nature strips without a permit where the landscaping complies with this Policy and the accompanying Guidelines, ensuring the underlying purpose of the nature strip and ongoing public safety are maintained.

This Policy supersedes the Nature Strip Landscaping Policy 2022.

3. What is a Nature Strip?

3.1 Definition and Location

The Road Safety Road Rules 2017 define a nature strip as the area between a road and adjacent land, excluding the road shoulder and any bicycle path, footpath or shared path.

In some streets, particularly where there is no kerb or formed footpath, a nature strip may not be clearly defined. The area beside the road may include a road shoulder (the grassed or gravel area immediately beside the trafficable road), a swale or table drain, a nature strip, and/or a formed or unformed pedestrian path.

3.2 Nature Strip Area That Can Be Landscaped

For the purposes of this Policy, the area of the nature strip that can be landscaped is:

- Where there is a kerb and channel: one metre from the back of the kerb to the edge of the footpath, or, where there is no footpath, to 1.5 metres clear from the property boundary.
- Where there is no kerb but there is a swale or table drain: from the property side of the swale or table drain to the edge of the footpath, or, where there is no footpath, to 1.5 metres clear from the property boundary.

Note: The road shoulder and any swale or table drain must not be modified or landscaped under this Policy, except for Council planted and maintained street trees.

3.3 Function of a Nature Strip

Nature strips are set aside to provide one or more of the following uses:

- to accommodate utility services such as power and light poles, water supply, sewer or stormwater pipe, gas supply mains, underground communication and electrical infrastructure and footpaths;
- to provide visibility for motorists, cyclists and pedestrians at intersections, curves in the road, and near driveways;
- where possible, to provide space for the location of household recycling, rubbish, and green waste bins for collection;
- to allow space for vehicle doors to open and for people to get in and out;
- to allow pedestrian access along a street where there is no footpath; and
- to provide space for the provision of street tree planting.

4. Policy Scope

4.1 Areas within the scope of this Policy

This Policy applies to the landscaping of nature strips on Council-managed roads or streets within towns. 'Town' is defined in Section 16 Definitions; however, this should be read in conjunction with the exclusions listed at Section 4.2.

Streetscape character varies between and within towns, including street width, road edging and drainage infrastructure. Streets may or may not have a formed footpath but may contain a nature strip between the road and the property boundary.

4.2 Areas not covered by this Policy (exclusions)

This Policy does not apply to the following areas:

- Nature strips on arterial roads (other than service roads). Arterial roads are high-capacity main roads that connect traffic between town centres, or between arterial roads, and are managed by the Department of Transport and Planning (DTP).

To determine whether a road is an arterial road, refer to the Map of Declared Roads on the Transport Victoria website.

- Rural roadsides, which are located outside town boundaries and have different functions and values to town nature strips. They often contain remnant native vegetation that supports biodiversity and habitat. Native vegetation within rural roadsides is protected and removal or replanting is not permitted without a Planning or Local Laws permit. Refer to Council's Roadside Conservation Management Plan for further information.

- Town native, heritage or WSUD nature strips. Refer to Section 16 – Definitions for further information.

- Roundabouts or road median strips.

Residents who are unsure whether their nature strip is covered by this Policy can contact Council to confirm.

5. Governing Local Law

5.1 Community Local Law 2023 (or as amended)

This Policy must be read in conjunction with the requirements of the Macedon Ranges Council Community Local Law ('the Local Law').

The Local Law sets out requirements for the use of Council land and roads, including obtaining a permit for certain uses and activities. Under Clause 13(1) of the Local Law a person must obtain a permit to carry out any works in the nature strip, including to excavate, dig holes or otherwise remove, damage, destroy, interfere with, alter, affix to or tap into a Council asset.

The Local Law includes a clause (18) to outline a permit exemption in accordance with this Nature Strip Landscaping Policy:

(18.) *Planting on Nature Strips*

Unless acting in accordance with Council's Naturestrip Landscaping Policy as posted on Council's website, a person must not, without a permit, on a naturestrip:

(a) plant or remove any vegetation (excluding mowing non-native grass);

(b) undertake any landscaping; or

(c) remove any soil.

Residents within the Macedon Ranges Shire are not required to obtain a permit to landscape the nature strip adjoining their property where the works comply with this Policy and accompanying Guidelines. Residents must apply for a permit where proposed landscaping does not comply.

Further information on permit applications is available on Council's website.

6. Nature Strip Responsibility

The Coordinating Road Authority (CRA) is responsible for the management of nature strips; however, routine maintenance is the responsibility of the adjoining property resident, including modified and landscaped nature strips.

This includes keeping the nature strip in a safe and tidy condition by mowing, weeding, removing rubbish and litter, topping up soil levels and repairing tyre damage.

Council is responsible for the planting and maintenance of street trees within nature strips.

Ongoing maintenance of a modified and landscaped nature strip is the responsibility of the owner (or tenant), or any subsequent owners of the property for the life of the landscape. Where a new resident does not wish to retain or cannot maintain a previously modified nature strip, they may reinstate the nature strip with natural turf grass.

Residents should be aware that landscaping may be disturbed by future service or utility works and reinstatement may be at their own cost. Refer to 9.5 Utilities and Maintenance Work.

7. Requirements for Landscaping Nature Strips

Council encourages residents to enhance their nature strips in a safe, low maintenance and environmentally sustainable way. Nature strips may be landscaped where the works comply with the following requirements, ensuring they are safe, functional and contribute positively to the broader streetscape:

- The property location must be within the Scope of this Policy - refer to Section 4 Policy Scope.
- Where there is kerb and channel, maintain a minimum clearance of one (1) metre from the back of kerb. This area must remain free of planting to allow for safe vehicle access and placement of waste and recycling bins.

- Where there is no kerb and channel, landscaping must be located on the property side of any swale or table drain and must not extend into the drainage area.
- Where no existing footpath is present, maintain a minimum clear width of 1.5 metres from the property boundary for pedestrian access, service deliveries, and potential future footpath provision.
- Select plants that grow to no more than 600 mm in height. On corner blocks, only ground cover plants to a maximum height of 250 mm are permitted within ten (10) metres of an intersection to maintain sightlines for motorists and pedestrians.
- Locate plants to ensure mature growth and mulch do not encroach onto footpaths, maintaining safe and accessible pedestrian movement at all times.
- Comply with the permitted and non-permitted items set out in Sections 8 and 9.

8. Permitted Items on Nature strips

8.1 Appropriate Plants

Residents may select from a range of drought tolerant and low maintenance plants to landscape their nature strips, including native species, to enhance biodiversity and complement the local streetscape. Suitable plant types include shrubs, ground covers, grasses and bulbs that are drought and frost tolerant and grow to less than 600 mm in height.

Plants well suited to the Macedon Ranges natural environment, including suitable exotic species, may be used; however, locally native (indigenous) plants are the preferred planting type. Native indigenous plants provide habitat for birds, small reptiles and insects, and increase biodiversity within the Shire.

Residents who wish to grow vegetables on their nature strips as an alternative to landscaping are encouraged to do so in a sustainable way that protects the surrounding environment. This can be achieved by limiting high inputs such as irrigation, fertilisers or pesticides and ensuring materials used are suitable near gutters and stormwater drains (and are not in the Section 9 Non-permitted Items on Nature Strips).

More information about native plants of the Macedon Ranges and suitable plants for food growing on the verge is available on Council's website and at Customer Service Centres. Council officers can also provide plant advice as required.

8.2 Grass/Turf

Traditionally nature strips have been turfed or grassed. Guidelines on how to establish a grassed nature strip and information on suitable grass varieties are available in the Macedon Ranges Nature Strip Landscaping Guidelines.

8.3 Permeable Surfaces

The following mulches and gravels are permitted:

- Wood chip mulch or gravel between 7mm to 25mm in size, to a depth of 75mm, natural in colour (not dyed), and in conjunction with plantings only - to discourage illegal parking
- Fine gravel mulches, such as granitic sand or toppings to a maximum depth of 100mm may be used for areas that are required to be kept clear (see section 7 Requirements for Landscaping Nature Strips) and must be well compacted.

Where a gravel or wood chip mulch is used on the nature strip:

- It is not permitted to encroach onto the footpath, driveways, roadways, or into the kerb and channel.
- The level of the mulch must not extend above the level of the footpath or kerb.
- The mulch on the nature strip must be maintained at a reasonable level and in a weed-free condition.

9. Non-permitted Items on Nature Strips

In addition to any item that an Authorised Officer of Macedon Ranges Shire Council considers may pose a risk, the following items must not be installed as part of landscaping the nature strip:

- bluestone pitchers, railway sleepers or retaining walls
- objects and/or barriers such as fencing, large rocks, logs, or bollards
- garden edging that protrudes above the nature strip or footpath level
- shredded plant products such as compost, pea straw or fine wood chips (other than those specified in Section 8.3 of this policy) or similar

- scoria, any other loose materials that can enter and obstruct stormwater drains
- fertilisers or garden sprays that may wash into stormwater drains
- spiny, thorny, or artificial plants
- plants with an aggressive root system
- noxious or environmental weed species. Information regarding common weeds in the Macedon Ranges can be found on Council's website
- artificial turf [1]
- irrigation systems
- hard paving such as concrete, brick or asphalt
- temporary or permanent electrical wiring, including tree lights
- timber or metal stakes, or star pickets.

9.1 Parking on Nature Strips

Parking is not permitted on nature strips under State law, irrespective of the surface used. This protects utility services and Council assets and is a requirement under the Road Safety Road Rules 2017.

9.2 Fire Hydrant Visibility

Any modifications to the nature strip must not cover, obscure or hide any fire hydrant or their marker posts. Fire hydrants must remain accessible at all times.

9.3 New Street Trees

Residents are not permitted to supply or plant new trees on the nature strip. Council is responsible for the planting and maintenance of street trees within nature strips.

[1] The use of synthetic turf is not encouraged throughout Macedon Ranges Shire Council due to the adverse effect it has on the environment. It may only be installed on nature strips in exceptional circumstances and an application for a permit must be approved prior.

If a resident requires a street tree in the nature strip, a request can be made to Council's Arboriculture Unit. The planting of street trees is subject to the requirements of Macedon Ranges Shire Council's Tree Management Policy.

9.4 Existing Street Trees

Residents are not permitted to prune or modify existing trees on the nature strip in any way (other than watering or mulching). Requests may be made to Council if pruning is required.

Any digging or cultivation within the nature strip for landscaping must be by hand only i.e. no mechanical excavation. Vegetation should not be planted within a metre (1.0m) from the base of any existing tree as it will compete for moisture and nutrients. Any mulch installed on the nature strip must be kept back from the trunk of existing trees to prevent collar rot.

9.5 Utilities and Maintenance Work

Council and utility companies that supply water, gas, electricity, sewerage, drainage and telecommunications may occasionally require access to the nature strip to carry out repairs and/or maintenance work. The utility companies are required to reinstate the nature strip following maintenance work but are not required to reinstate residential nature strips that have been modified and landscaped other than in grass (soil and seed).

Council and utility companies or maintenance contractors will not be responsible to replace plants, landscaping, or any other modifications made to the nature strip, to the condition existing prior to maintenance work.

10. Nature Strip Maintenance

Nature strips landscaped in accordance with this Policy must be kept in a well-maintained and safe condition by the resident at all times by:

- regularly mowing all grassed areas.
- ensuring that plants are pruned and mulches are contained so that they do not extend onto pathways, driveways, roadways or over the kerb.
- keeping plants (other than street trees) to a height of no more than 600mm.
- keeping the nature strip neat, safe, weed-free and free of rubbish, trip hazards and protruding objects.

11. Failure to Maintain a Nature Strip

Council retains the right to request the rectification of a modified or landscaped nature strip where a resident fails to maintain it in accordance with this policy and the following:

- the condition of the nature strip is a traffic or pedestrian hazard.
- it does not provide appropriate pedestrian access.
- it is a safety or fire hazard.
- it interferes with the visibility of motorists, cyclists and pedestrians at intersections, curves in the road and near driveways.
- it impacts unfavourably and significantly on the local amenity as described in this Policy.
- it contains noxious or environmental weed species.

The resident will be given a fair and reasonable time to rectify the works unless the level of risk warrants a more timely response.

In instances where the property owner does not comply with Council's requests, an Authorised Officer may enforce the requirements of this Policy as a Notice to Comply under the Community Local Law 2023.

If the resident fails to observe the requirements of a Local Law Notice to Comply, the Macedon Ranges Shire Council will take action to remove the landscaping and reinstate the nature strip to a safe and tidy condition. All costs in these instances will be charged to the property owner.

12. Safety and Liability

During landscaping or maintenance works on the nature strip, the person conducting the works has a duty of care under common law to take all reasonable measures to prevent accident or injury to persons carrying out the works and also to members of the public using the road or footpath.

The resident should confirm with their insurer that they have adequate public liability insurance to allow for any claims that may arise as a result of any modification or landscaping of the nature strip.

Residents must make an enquiry with Before You Dig Australia (BYDA) to determine the presence of any underground services before commencing any excavation to the nature strip. Any excavation for landscaping the nature strip must be carried out by hand, not machinery, to minimise any potential damage to existing street trees or infrastructure.

Council will not be liable for any financial penalties that the resident incurs from damaging any underground services.

Council accepts no occupational health, safety, or public liability related to works carried out on the nature strip by residents.

13. Landscaping Nature Strips – Steps for Residents

Residents are required to take the following steps when planning new landscaping within a nature strip:

1. Residents must confirm their nature strip is permitted to be landscaped under this Policy – Refer to section 4. Policy Scope
2. If renting, tenants must gain the prior approval of the property owner or management body.
3. Refer to section 7. Requirements for Landscaping Nature Strips and the accompanying Nature Strip Landscaping Guidelines.
4. Consider at the planning phase:
   - the suitability of the design.
   - if it complements the neighbourhood character.
   - whether it suits the streetscape.
5. Submit a Before You Dig Australia (BYDA) enquiry online, or call 1100, before any excavation.
6. Confirm the works can be carried out safely and check that adequate public liability insurance is in place.
7. Consider the ability to maintain the landscaping in a safe and tidy condition in the long term.

14. Review

This Policy will be reviewed every four (4) years, or more frequently if required in response to regulatory changes, Council priorities, operational needs, or safety considerations.

15. Gender Impact Assessment

In accordance with the Gender Equality Act 2020, a Gender Impact Assessment has been conducted in relation to the subject matter of this Policy.

The assessment found that residents may have differing capacities to undertake and maintain nature strip landscaping due to factors including caring responsibilities, age, disability and financial circumstances. The assessment also identified the importance of maintaining safe and accessible public space, including appropriate pedestrian access, visibility and clear sightlines, and providing clear and accessible guidance for residents.

These considerations are addressed through the voluntary nature of landscaping a nature strip and the flexibility in the type and extent of landscaping undertaken. Clear safety and accessibility requirements, supported by practical guidance in the accompanying Nature Strip Landscaping Guidelines, help ensure that individual landscaping choices do not adversely affect other users of the public space.

16. Definitions

Term	Definition
Nature strip	As defined in the Dictionary of Road Safety Road Rules 2017: *"an area between a road (except a road-related area) and adjacent land but does not include the shoulder of a road or a bicycle path, footpath or shared path".* Note: sometimes also called the 'verge' in Victoria.
Town	A town is a concentrated population settlement within a surrounding rural district. In planning terms, towns comprise areas zoned for residential, commercial, industrial and other urban land uses.
Rural Roadsides	Rural roadsides are located in road reserves outside town boundaries and within rural planning zones, including Rural Living, Rural Conservation and Farming Zones. Refer to Council's Roadside Conservation Management Plan.
Town native nature strips	A nature strip located within a town boundary that contains existing native vegetation requiring protection for its environmental value, including its role in providing habitat links and a buffer between natural and introduced vegetation. Native vegetation must not be removed or replanted without Council approval and, where required, a Planning or Local Laws permit.
Heritage nature strips	Heritage nature strips contain garden beds that have been historically planted and maintained. These nature strip plantings generally reflect settlement patterns, connect us with our past, and contribute significantly to the town's local character. Heritage nature strips are protected, and removal or re-planting is not permitted without Council approval.
WSUD	Water Sensitive Urban Design (WSUD) An engineered approach to urban drainage that integrates water-cycle management into the built environment to manage stormwater, improve water quality and reduce pollution entering waterways. Nature strips incorporating WSUD may include swales and rain gardens and must be maintained in accordance with their design intent. Replanting or altering any component of the WSUD feature is not permitted without Council approval.
CRA	The Coordinating Road Authority (CRA) means the road authority responsible for managing and coordinating works within the road reserve. Council is the CRA for most local roads, including service roads. The CRA for arterial roads (other than service roads) is the Department of Transport and Planning (DTP). Aside from regular maintenance activities on an arterial road nature strip, including mowing, weeding and picking up litter, all other activities carried out on an arterial road are considered "works" under the Road Management Act 2004 and will require a "Works within the Road Reserve Permit" from DTP.

17. Related Council Policies, Strategies and Plans

- Tree Management Policy
- Infrastructure Permit Policy
- Statement of Planning Policy
- Road Management Plan
- Roadside Conservation Management Plan
- Biodiversity Strategy
- Environment Strategy
- Climate Emergency Plan
- Shire-wide Footpath Plan

18. Related Legislation

- Road Management Act 2004 (Vic)
- Road Safety Act 1986 (Vic)
- Road Safety (Traffic Management) Regulations 2019 (Vic)
- Road Safety Road Rules 2017 (Vic)
- Local Government Act 2020 (Vic)
- Catchment and Land Protection Act 1994 (Vic)
- Flora and Fauna Guarantee Act 1988 (Vic)

19. Related Guidelines and Resources

- Code of Practice for Worksite Safety – Traffic Management (2023)
- Code of Practice: Operational Responsibility for Public Roads (2017)
- Austroads Guide to Temporary Traffic Management (AGTTM) (Parts 1–10)
- AS 1742.3:2019 Manual of uniform traffic control devices, Part 3
- Macedon Ranges Nature Strip Landscaping Guidelines (2026)
- Your Guide to the Weeds of Central Victoria (2024)
- Flora of the Macedon Ranges: A Bushwalker's Guide (2019)

Consultation Feedback Summary

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
1	8962	General clarity: Feedback noted that some nature strip alterations appear inconsistent with MRSC guidelines and suggested that additional policy clarification would help residents better understand which treatments are acceptable.	The Policy and accompanying Guidelines have been reviewed and updated to clarify acceptable nature strip landscaping treatments. The Guidelines now include a checklist and diagrams to help residents understand what is and is not permitted. The Policy sets the overarching requirements, while the Guidelines provide more detailed practical information.	Policy wording has been clarified to improve consistency and to explain the overarching requirements. Guidelines now include a clearer checklist and diagrams to help residents understand which nature strip landscaping treatments are acceptable, and which are not.
2	8916	Drainage offset: Feedback requested a clearer explanation of the requirement for landscaping behind table drains, including clarification of where the back of the drain is located and how this should be interpreted by staff and residents.	Clarification has been provided regarding landscaping adjacent to kerb and channel, swales and table drains. Landscaping is not permitted within a swale or table drain and must be located on the property side of the drainage area. Supporting diagrams have been included within the Guidelines to assist interpretation.	Policy and Guidelines have been updated. Policy wording has been clarified regarding kerbs and channels, swales, and table drains, including where landscaping may occur. The Guidelines checklist and diagrams have also been updated to support interpretation.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
3	8905 8895 8872	1.8-metre clearance from the boundary: Feedback generally supported nature strip planting but raised concerns that the 1.8-metre clearance requirement may be excessive or unclear where no footpath exists. Submitters requested clarification on where the measurement is taken from and whether site-specific circumstances could be considered.	A minimum clear area from the property boundary is required where no footpath exists. This provides space for pedestrian access, service deliveries, and potential future footpath construction. A consistent requirement is necessary to enable the Policy to be applied across township areas. The Policy has been updated to require a minimum of 1.5 metres of clearance from the boundary, in line with Council's new footpath requirements. Where site circumstances support landscaping beyond the standard Policy requirements, residents may apply for a permit for Council consideration.	Policy wording has been clarified to state that, where no footpath exists, a minimum clearance of 1.5 metres from the property boundary must be maintained. The Guidelines checklist has been updated to reflect this requirement.
4	8878	Footpath encroachment: Feedback requested stronger wording to ensure plants do not overhang footpaths, noting that encroaching vegetation can create access issues for footpath users, including people with prams, older adults, and people with disabilities.	This is addressed in Section 7 of the Policy, which requires plants to be located so that mature growth and mulch do not encroach onto footpaths and to ensure safe, accessible pedestrian movement at all times. When existing vegetation obstructs a footpath, it is more of a compliance issue than a gap in the Policy. Residents can submit a Customer Request to Council if they have concerns about pedestrian access.	Noted, no change Policy. Footpath encroachment is addressed in the Policy and Guidelines. Existing footpath obstructions are considered compliance or maintenance matters rather than a policy gap.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
5	8884	Plant incentives: Feedback suggested that Council could further encourage nature strip planting by offering free plants or similar incentives to residents.	Council does not currently provide free plants for nature strip landscaping. The provision of free plants or incentive programs would be considered separately to this Policy.	Noted, no change Policy..
6	8904 8893	Guidance and resources: Feedback requested additional practical guidance, including links to recommended planting information, examples of suitable mulch and rock treatments, photos of supported designs, indigenous or native plant lists, and guidance on design, planting, construction, and maintenance.	The Nature Strip Landscaping Guidelines contain recommended plant lists, including locally native species. The Guidelines are intended to provide practical information and examples that can be updated independently from the Policy.	Noted, no change Policy.
7	8901	Intersection sightlines: Feedback raised concerns about planting on corner nature strips and suggested stronger controls to prevent vegetation from obstructing driver visibility near intersections.	Maintaining sightlines and visibility at intersections is addressed in the Policy. Street trees are managed separately under Council's Tree Management Policy. When vegetation obstructs visibility, it is generally a compliance or maintenance matter rather than a gap in the Policy.	Noted, no change Policy. Sightlines and visibility at intersections are addressed in the Policy.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
8	8892	Indigenous plants: Feedback suggested that the Policy should require only indigenous plants to support local biodiversity, discourage exotic species, and clarify that references to local plants mean indigenous plants.	Council encourages the use of locally native and indigenous species and identifies them as the preferred planting type. However, the Policy does not restrict residents to indigenous species only. A range of drought-tolerant and low-maintenance plants may be suitable, provided they comply with Policy requirements.	Noted, no change Policy. The Policy identifies locally native and indigenous plants as preferred but does not restrict planting to indigenous species only. The Guidelines checklist has been clarified to explain preferred and suitable plant types.
9	8861	Weeds and plant selection: Feedback supported nature strip planting but requested stronger restrictions on plant selection, including a preference for native plants only and concern about Agapanthus being planted or treated as a weed species.	The Policy prohibits noxious and environmental weed species on nature strips. Information on common environmental weeds is available through Council resources. Additional reference material is included in the Guidelines to assist residents in selecting suitable plants.	Noted, no change Policy. The Policy prohibits noxious and environmental weed species. The Guidelines checklist includes a reference to common environmental weeds.
10	8880	Formatting: Feedback identified a formatting error in Section 9, noting that “artificial turf” should be listed as a separate bullet point.	The formatting error identified has been corrected.	Policy formatting corrected.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
11	8881	Utility works: Feedback raised concerns that landscaped nature strips can create difficulties and additional costs for utility providers when access or excavation is required, particularly when landscaped areas cannot be reinstated to their previous condition.	Utility and service authorities may require access to infrastructure within the nature strip. Residents undertaking landscaping should be aware that future utility works may disturb landscaping and reinstatement may be at their own cost. Additional wording has been included within the Policy to clarify this responsibility.	Policy wording has been revised to clarify that landscaping may be disturbed by future service or utility work and that reinstatement may be at the resident's expense.
12	8871	Permits: Feedback sought clarification on whether residents can landscape a nature strip without approval or whether a permit application is required.	Landscaping that complies with the Policy and accompanying Guidelines does not require a permit. If proposed works fall outside the Policy requirements, a permit application is required. Additional clarification is included in the Policy and Guidelines.	Policy wording has been clarified to specify when landscaping can occur without a permit and when a permit is required.
13	8867	Hard surfaces: Feedback requested consideration of whether hard paving or concrete surfaces could be permitted at the kerb for bin placement, given the challenges of keeping bins stable on grass or gravel.	Hard paving and concrete surfaces are not permitted within nature strips. The Council seeks to minimise additional impervious surfaces within the road reserve. Compacted gravel or similar materials can provide a suitable surface for bin placement where required.	Noted, no change Policy. Hard paving and concrete surfaces remain prohibited within nature strips, with compacted gravel or similar materials identified as suitable alternatives where appropriate.
14	8728	Policy length: Feedback considered the Policy too long and verbose and requested that it be simplified.	The review process considered document structure and readability.	Noted, no change Policy.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
			The Policy sets the requirements, while the accompanying Guidelines provide more detailed practical information. Changes have been made throughout the document to improve clarity and usability.	The review has considered the overall document structure, clarity, and usability.
15	8859	Heritage and planning: Feedback noted that heritage considerations for plantings were addressed but suggested that more information may be needed on below-ground Aboriginal cultural heritage and historical archaeology, on checking relevant planning conditions, and on presenting key resident steps more prominently in public-facing material.	Aboriginal cultural heritage and historical archaeological sites are protected under separate state legislation. The Policy primarily applies to urban nature strips within township areas and is not intended to regulate broader heritage matters. The Guidelines have been updated to place key information and steps for residents more prominently.	Noted, no change Policy.
16	8862	Positive feedback: Feedback expressed support for updating the Nature Strip Landscaping Policy and did not request further changes.	Positive feedback regarding the review of the Nature Strip Landscaping Policy.	Noted, no change Policy.
17	MAV Review	Risk, liability and policy structure: AUS MAV Risk reviewed the draft Policy, focusing on wording, implied actions, or operational commitments that could increase Council's liability exposure. Feedback acknowledged the community and environmental benefits of allowing residents to landscape nature strips but noted that this also creates additional risk for Council through monitoring, enforcement, and potential hazards. The submission recommended clearer separation between mandatory Policy	<u>Risk and liability</u> The potential risks of allowing residents to landscape nature strips are acknowledged and considered. On balance, the community and environmental benefits are considered to outweigh these risks, provided appropriate safeguards are in place. The Policy includes requirements for safety, access, maintenance, resident responsibilities, and hazard rectification. <u>Policy and Guidelines structure</u> The Policy sets Council's requirements for nature strip landscaping, while the	Noted, no change Policy.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
		requirements and practical Guidelines and suggested strengthening the Policy regarding permit administration, insurance and indemnity expectations, inspection and enforcement triggers, rectification timeframes, and complaint triage processes	accompanying Nature Strip Landscaping Guidelines offer practical and technical guidance that can be updated separately as needed. This structure clearly separates mandatory Policy requirements from supporting guidance and reflects Councillor feedback for more positive, enabling Policy language, without compromising the Policy's intent or enforceability. Permit administration The Policy specifies when a permit is required and directs residents to Council's website for additional information. Permit administration is managed separately through Council's operational processes and is not addressed in the Policy. Liability and insurance Liability and insurance are addressed in Section 12 – Safety and Liability. Residents undertaking landscaping work are responsible for taking reasonable measures to prevent accidents or injuries and for confirming that appropriate public liability insurance is in place. Additional wording has been added to the Policy to reinforce this requirement. Compliance and enforcement Compliance and enforcement are addressed in Section 11 – Failure to Maintain a Nature Strip and in Council's established Local Laws processes. The Policy is not intended to prescribe scheduled inspections, complaint triage, or	Noted, no change Policy.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
			operational enforcement procedures. Issues will be assessed based on the nature and level of risk identified.	Noted, no change Policy.
18	MAV Review	Nature strip access and wording clarity: Feedback raised concerns that references to pedestrian, cycling, and vehicle movement could imply that nature strips are intended or maintained as trafficable pedestrian surfaces. The submission recommended rewording the objective to focus on maintaining safe access and visibility and simplifying references to services requiring access across or within the nature strip.	The Policy has been reviewed to clarify that nature strips are not intended to serve as formal pedestrian, cycling, or vehicle traffic areas. The wording has been revised to emphasise safe access, visibility, and clearances for pedestrians, vehicles, and service providers where required. References to services requiring access across or within the nature strip have also been simplified to improve clarity.	The Policy has been revised to improve clarity around access and use of nature strips.
19	MAV Review	Policy and guidance separation: Feedback noted that the Policy states it “offers guidance” and questioned whether the document is intended to function as a Policy or a guidance document. The submission recommended separating mandatory Policy requirements from supporting guidance so that the Policy remains high-level and objective-driven, while practical guidance can be updated more quickly and easily through the accompanying Guidelines.	The Policy sets Council’s requirements for nature strip landscaping, while the accompanying Nature Strip Landscaping Guidelines offer practical and technical guidance that can be updated separately as needed. This structure clearly separates mandatory Policy requirements from supporting guidance and reflects Councillor feedback to adopt more positive, enabling Policy language, without compromising the Policy’s intent or enforceability.	Noted, no change Policy.
20	MAV comments in Policy	Policy structure, terminology, and scope: Feedback raised concerns that the sections on terminology, nature strip functions, scope, local law, and	The Policy has been reviewed in response to the feedback received, with changes to improve clarity and reduce duplication across the terminology, scope, and responsibility sections. The revised	The Policy has been revised to improve structure, clarity and consistency.

No.	Contribution ID	Theme & Summary of submission/feedback received	Officer Comments	Recommended Changes
		responsibilities were unclear, repetitive, or poorly aligned. The submission recommended simplifying the definition of a nature strip, separating it from its functions, clarifying rural roadside and nature strip types, narrowing the Policy scope by location and activity, and ensuring that headings better matched the content. It also recommended simplifying references to legislation and local laws, clarifying Council and resident responsibilities, avoiding wording that implies nature strips are maintained pedestrian surfaces, and using diagrams or supporting guidance to assist interpretation.	structure provides a clearer distinction among what constitutes a nature strip, the functions it serves, and where the Policy applies.	

16 NOTICES OF MOTION AND RESCISSION

Nil

17 URGENT BUSINESS

18 CONFIDENTIAL REPORTS

Nil