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| <p>AGENDA NUMBER: 10.2 SUBJECT: Existing Policies Converted to Local Planning Policies LOCATION/ADDRESS: NAME OF APPLICANT: FILE REFERENCE: TPL10 AUTHOR: Shane Collie – Chief Executive Officer DISCLOSURE OF INTEREST: DATE OF REPORT: 13 April 2010</p> |
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- Attachments:
1. LPP 003 Installation of Standard Crossover Policy.
 2. LPP 004 Bed and Breakfast Policy.
 3. LPP 007 Special Rural Fencing Standards Policy.
 4. LPP 009 Relocated Dwellings Policy.
 5. LPP 010 Temporary Accommodation Policy.
 6. LPP 011 Development in Flood Prone Areas Policy.
 7. LPP 012 Chalet Development Policy.
 8. LPP 013 Car Parking Policy.
 9. LPP 014 Mobile Shop/Temporary Premises/Street Stalls.
 10. LPP 016 Overflow Camping Areas.
 11. LPP 018 Sign Policy.

BACKGROUND:

Similar to the above agenda item 10.1 with the introduction of Local Planning Scheme # 3 (LPS 3), it is necessary to review all policies of a planning nature to ensure that they are consistent with Council's adopted LPS 3

The above eleven policies fall into the category of existing policies that require amendment to reflect changes within the Scheme. This includes references to the old scheme, and where there has been identified conflict between the new scheme and the existing policies. The review of these policies, again similar to agenda item 10.1, sees the policies submitted for adoption as Local Planning Policies pursuant to LPS 3.

COMMENT:

The following existing and outdated policies need to be revoked to permit the new Local Planning Policies to be implemented:

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| WRK 7 | Driveway Crossovers – replaced by LPP 003. |
| TPL 6 | Bed and Breakfast – replaced by LPP 004. |
| TPL 8 | Fencing Standards Special Rural Areas – replaced by LPP 007. |
| HAB 1 | Relocated Dwellings – replaced by LPP 009. |
| HAB 3 | Temporary Accommodation – replaced by LPP 010. |
| HAB 4 | Development in Flood Prone Areas – replaced by LPP 011. |
| TPL 2 | Chalet Development – replaced by LPP 012. |

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| TPL 9 | Car Parking Policy – replaced by LPP 013. |
| TPL 3 | Street Stalls/Market Days – replaced by LPP 014. |
| TRS 2 | Overflow Camping Areas – replaced by LPP 016. |
| TRS 1 | Signage Policy – replaced by LPP 018. |

In respect of the transition from the old policies to the new the following comment is offered:

LPP 003 Installation of a Standard Crossover Policy

The new policy LPP 003 provides more detailed specifications for the design and construction of crossovers within the Shire. It also provides clear guidelines on the circumstances where Council will pay a 50% subsidy towards the provision of a “standard crossover” (as defined as being acceptable) for the various categories defined in the policy document.

LPP 004 Bed and Breakfast Policy

The present policy was last reviewed on 27 January 2000 and is well out of date. This policy has been amended by altering the definition of a “*bed and breakfast*” and reflects the need for applicants to be aware that any more than 6 persons exclusive of the family of the keeper is required to have their premises licensed as a “Lodging House”. Other amendments reflect the change of authority from the TPS # 1 to LPS 3.

LPP 007 Special Rural Fencing Standards Policy

The present policy was adopted on 26 August 1999 and has not been reviewed since. This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3. This policy was considered in September 2008 for adoption under LPS 3 however Council directed that each owner should be written to and this will need to be confirmed as a requirement again which is consistent with draft LPP 005 Consultation Policy contained in agenda item 10.3.

LPP 009 Relocated Dwellings Policy

The present policy was last reviewed on 2 May 2002. This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3 and also to include the BCA, Building Regulations 1989, Health (Asbestos) Regulations 1992.

LPP 010 Temporary Accommodation Policy

The present policy was last reviewed on 2 May 2002. This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3.

At the time of writing further advice is being sought on the legal implications of this policy as it appears that there is conflict between the proposed policy and minimum standards for dwellings contained in legislation.

This policy is unique to Nannup as it was put in place to control buildings being used for "dwellings" as an interim to building. The policy has been effective in assisting lot owners building, but it is considered that the policy can be interpreted as making a situation that is illegal "legal" with follow up and enforcement also problematic.

Having given permission to live in a "sub-standard" building it can provide a challenge to remove or retract that approval as well as giving rise to "two" dwellings effectively being approved for a property in contravention of LPS 3.

At this stage it is not recommended to adopt draft LPP 010 until further clarification is sought. It is recommended to revoke existing policy HAB 3.

LPP 011 Development in Flood Prone Areas

The present policy was last reviewed on 23 August 2001. This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3.

Note this policy refers to residential development, not commercial which was the subject of LPS 3 Amendment 7.

LPP 012 Chalet Development

The present policy was last reviewed on 22 February 1996 and is well out of date. This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3 including the references to the types of approvals permitted in relation to the Zoning Table.

LPP 013 Car Parking Policy

The present policy was last reviewed on 27 January 2000.

This policy has been amended to reflect the change of authority from the TPS # 1 to LPS 3, Local Government Act 1995, State Planning Policy (Residential Design Codes – Variation 1), Shire of Nannup Parking & Parking Facilities Local Law 2007, Australian Standards AS2890.1-1993 Car Parking, Appendix C "Guidelines for Provision of Parking Spaces for People with Disabilities" and the Local Government (parking for Disabled persons) Regulations 1988.

LPP.014 Mobile Shop/Temporary Premises/Street Stall Policy

This policy supersedes TPS 3 Street Stalls/Market Days Policy originally adopted 22 April 1993, reviewed 27 March 1997 and 24 October 2002. This policy provides greater scope for the control of activities involving mobile shops, temporary premises and stalls particularly where the preparation and/or sale of foodstuffs occur.

Existing Policy TPS 3 was limited in scope in relation to the operation (and licensing) of temporary food premises and a new policy was required to include temporary food premises as well as continuing to cater for street stalls.

LPP 016 Overflow Camping Areas

The present policy was last reviewed on 27 March 1997. The policy has been amended to include the Foreshore Park area within the scope of the policy and to append minimum standards/conditions as required under the *Caravan and Camping Act 1995*, *Caravan and Camping Regulations 1997* and *Shire of Nannup Health Local Laws 2003* which are required to be applied to any application for overflow camping.

LPP 018 Sign Policy

Current policy TRS 1 Signage Policy was adopted 26 June 2003 and has not been reviewed since adoption. LPS 3 contains all the relevant information necessary for any application for the erection of signage within the Shire with draft policy LPP 018 being consistent with the LPS 3 provisions.

STATUTORY ENVIRONMENT:

Under LPS 3 clause 2.4 (see below) Council will need to adopt the above Local Planning Policies for the purpose of advertising prior to final adoption.

"2.4.1 A Local Planning Policy shall become operative only after the following procedures have been completed:

- (a) the local government having prepared and adopted a draft Policy shall advertise the draft Policy by way of a notice published once a week for two consecutive weeks in a local newspaper circulating within the Scheme Area and by such other methods as the local government may consider appropriate to ensure notice of the draft Policy, giving details of where the draft Policy may be inspected, the subject and nature of the draft Policy and in what form and during what period (being not less than 21 days from the date specified in the notice) submissions may be made;*

- (b) *the local government is to carry out such other consultations as it thinks fit;*
- (c) *the local government is to review the draft Policy in the light of any submissions made and shall then resolve either to finally adopt the draft Policy with or without modification, or not to proceed with the draft Policy;*
- (d) *following final adoption of a Policy, notification of the final adoption shall be published once in a newspaper circulating within the Scheme Area; and*
- (e) *where, in the opinion of the local government, the provisions of any Policy affect the interests of the Commission, a copy of the Policy shall be forwarded to the Commission.*

2.4.2 *Copies of any Policy shall be kept and made available for public inspection at the offices of the local government.*

2.4.3 *Any amendment or addition to a Policy shall follow the procedures set out in (a) - (e) above."*

POLICY IMPLICATIONS:

This agenda item recommends the adoption for the purposes of advertising eleven Local Planning Policies pursuant to LPS 3.

FINANCIAL IMPLICATIONS:

Council will incur the cost of advertising the intention to adopt the Local Planning Policies once Council passes the associated resolutions.

STRATEGIC IMPLICATIONS:

Council's draft Forward Plan 2010/11 to 2014/15 contains sub program 10.2 (Town Planning) with an Action Title:

"Develop and implement appropriate planning strategies in accordance with the relevant legislative parameters."

RECOMMENDATIONS:

1. That Council revoke the following policies:

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| WRK 7 | Driveway Crossovers |
| TPL 6 | Bed and Breakfast |
| TPL 8 | Fencing Standards Special Rural Areas |
| HAB 1 | Relocated Dwellings |
| HAB 3 | Temporary Accommodation |
| HAB 4 | Development in Flood Prone Areas |
| TPL 2 | Chalet Development |
| TPL 9 | Car Parking Policy |
| TPL 3 | Street Stalls/Market Days |
| TRS 2 | Overflow Camping Areas |
| TRS 1 | Signage Policy |

2. That Council adopt the following Local Planning Policies as attached for the purpose of advertising pursuant to LPS 3 clause 2.4:

LPP 003 Installation of Standard Crossover Policy.
LPP 004 Bed and Breakfast Policy.
LPP 007 Special Rural Fencing Standards Policy.
LPP 009 Relocated Dwellings Policy.
LPP 011 Development in Flood Prone Areas Policy.
LPP 012 Chalet Development Policy.
LPP 013 Car Parking Policy.
LPP 014 Mobile Shop/Temporary Premises/Street Stalls.
LPP 016 Overflow Camping Areas.
LPP 018 Sign Policy

VOTING REQUIREMENTS:

**SHANE COLLIE
CHIEF EXECUTIVE OFFICER**



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| Policy Number: | LPP.003 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Installation of a Standard Crossover |
| Policy Owner: | Manager Development Services |

Authority Local Government Act 1995 Sch 9.1.7
 Local Government (Uniform Local Provisions) Regulations 1996 –
 Reg 12, 13, 14 & 15
 Shire of Nannup Local Planning Scheme No3

Objectives:

1. The objectives of this policy is:
 - a. To meet the requirement for Local Government to subsidise the installation of a standard crossover to 50% of the Council estimated cost.
 - b. To define what constitutes a "standard Crossover" (*the Specification*).
 - c. To ensure that all constructed crossovers are built to Council's specifications.

Definitions:

Property: *A separate identifiable land parcel or a combination of land parcels that can be rated as a single rateable property (ie. contiguously rated).*

Rural: *All land contained within the "Agriculture, Agriculture Priority 1 Scott Coastal Plain, Agriculture Priority 2 and Coastal Landscape" zones as defined within the Local Planning Scheme No.3*

Residential: *All land contained within the "Residential and Special Residential" zones as defined within the Local Planning Scheme No.3*

Commercial: *All land contained within the "Mixed Use and Town Centre" zones as defined within the Local Planning Scheme No.3*

Industrial: *All land contained within the "Industry" zone as defined within the Local Planning Scheme No.3*

Standard Crossover:

Rural (gravel): *Installation of stormwater drainage pipes (concrete or extruded metal type only and constructed using compacted gravel in accordance with*

the Council's Standard Rural Crossover Specifications to provide access from a dedicated road to the property boundary.

Rural (sealed): *Installation of stormwater drainage pipes (concrete or extruded metal type only), constructed using compacted gravel and a two (2) metre bitumen spray sealed strip at the junction with the sealed road surface in accordance with the Council's Standard Rural Crossover Specifications to provide access from a dedicated road to the property boundary.*

Residential: *Installation of stormwater drainage pipes (concrete or extruded metal type only) and constructed using reinforced concrete in accordance with the Council's Standard Residential Crossover Specifications to provide access from a dedicated road to the property boundary.*

Commercial: *Installation of stormwater drainage pipes (concrete or extruded metal type only) and constructed using reinforced concrete in accordance with the Council's Standard Commercial Crossover Specifications to provide access from a dedicated road to the property boundary.*

Industrial: *Installation of stormwater drainage pipes (concrete or extruded metal type only) and constructed using a hotmix bituminous overlay in accordance with the Council's Standard Industrial Crossover Specifications to provide access from a dedicated road to the property boundary.*

Policy

2. Council will pay a subsidy of 50% of the estimated cost of Council's relevant **standard crossover** requirement, adjusted by CPI (based on the Perth All Groups as at the 30th June each year);
3. The subsidy will only be paid for the first (1st) approved crossover per property rural or urban, additional crossovers per property can be approved but no Council crossover subsidy will apply. Any additional crossovers must comply with Council minimum standards.
4. The subsidy will be 50% of the estimated cost of a "standard crossover" with the landowner meeting all additional costs for anything above the standard crossover specification.
5. The subsidy will only be paid upon completion of the crossover and after being inspected and authorised by the Shire;
6. The subsidy will not be paid retrospectively (for crossovers installed without prior approval) or when the crossover is not constructed to Council's minimum specifications.

7. Crossovers within the “*Cluster Farming, Special Rural and Special Use*” zones are to be designed to meet the category to suit the predominant use on the property.

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| Related Policies: | LPP 002 Private Stormwater Drainage Connections to Council's Drains |
| Related Procedures/ Documents | Crossover & Driveway Specification - Urban & Rural Locations Shire of Nannup Stormwater Management Procedure |
| Delegation Level: | CEO, CEO to WM |
| Adopted: | |
| Reviewed: | |



LOCAL PLANNING POLICY 003: CROSSOVER AND DRIVEWAY SPECIFICATION:

GENERAL

1. This specification is made pursuant to the provisions of sections of the Local Government Act, 1995, Schedule 9.1(7) and the Local Government (Uniform Local Provisions) Regulation 1996, Sections 12, 13, 14, 15 and 16.
2. Under the Council's Policy LPP 003 a 'Standard Crossover' place shall provide either
 - a. a minimum 3.00m wide pavement splayed at the kerb with a one (1) metre x three (3) metre splay on each side, constructed in accordance with Council's specifications for **URBAN** properties; OR
 - b. a minimum 4.00m wide trafficable area splayed at the road edge with an area sufficient to accommodate turning vehicles that is constructed in accordance with the specifications for **RURAL** properties.
3. It should be noted that these specifications only apply to roads controlled by Council. Roads controlled by Main Roads Western Australia must have vehicle crossing places built to their specifications under the Local Government Act.
4. A subsidy of 50% of the estimated cost to install a "Standard Crossover" either in the urban or rural areas is payable to the PROPERTY OWNER, if the crossover is constructed to the Council's adopted specification and subsidy applied for within 6 months of completion of the residence.
5. No subsidy is payable for the construction of a crossover unless an application is made to the Council, the proposed crossover complies with the design specifications and Council gives approval prior to construction works commencing. Any such approval will only be for the first (1st) driveway.

URBAN PROPERTIES

6. Council may authorise the payment of a subsidy only where the following types of driveway have been constructed:
 - a. Urban:
 1. Sprayed Bitumen (ie two coat seal)

2. Bituminous Concrete (hotmix or asphalt)
 3. Insitu Concrete
 4. Paving Bricks or Blocks
- b. Rural
1. Unsealed Roads - Compacted Gravel or Limestone
 2. Sealed Roads - Sprayed Bitumen (ie two coat seal) for at least the first two (2) metres from the road edge.

NOTE: If the property owner wishes to construct a crossover he/she should be advised that compacted gravel or limestone is not acceptable in the urban area and that concrete is the preferred construction material as it is a low maintenance and provides a long lasting service life.

RURAL PROPERTIES

7. Council subsidy is payable for gravel or limestone if all other aspects of the specification are adhered to.

MULTIPLE CROSSOVERS

8. Council may permit a second crossover & driveway subject to application and approval from the Works Manager. There is no subsidy applicable to additional crossovers.

URBAN PROPERTIES

9. **Principle requirements for BRICK PAVED CROSSOVERS (Design 1):**
 - a. A clay brick or concrete paving block crossing shall consist of a minimum of:
 1. 100mm (residential), 150mm (commercial) or 200mm (industrial) of compacted thickness of approved base course material (ie approved road making gravel or road base). It is to be spread, rolled, water bound and levelled to conform with the proposed shape and grade of the crossover.
 2. Compacted bedding sand layer of 30mm.
 3. Firm edge restraints to prevent lateral movement of paving blocks at edges.
 4. Minimum paver thickness – 50mm (Split pavers are not acceptable)
 - b. Construction of Pavement:
 1. Sheets of plywood of minimum thickness of 12mm shall be laid on the pavers to prevent the compactor coming in direct contact with the surface. Two (2) passes with a high frequency, low amplitude plate compactor (having an area sufficient to cover a minimum of 12 pavers) shall be used for compaction.
 2. After compaction, the joints shall be filled with clean dry siliceous sand 100% passing a 2.36mm sieve which should be brushed into joints. A further two (2) passes with the plate compactor shall be applied.

3. Road and Property Edge – Where the street has not been kerbed a 20 Mpa concrete beam 150 x 150mm shall be constructed at the carriageway, to a neatly cut edge. If the crossing construction is not continuous with the internal driveway, a beam is also to be constructed on the boundary. The edge restraint at the carriageway is to coincide with the future street kerb face line as advised by Council. Soldier course pavers set on 100mm of concrete may be used as an alternative to the beam. Where the street is kerbed a soldier course is to be used immediately behind the kerbing.

10. Principle requirements for CONCRETE CROSSOVERS (Design 1):

- a. Minimum thickness:
 1. Residential 100mm
 2. Commercial/Industrial 150mm with F82 mesh
- b. Concrete strength 25 Mpa @28 days
- c. Finish: Broom finish, free of depressions
- d. Contraction Joints Minimum depth of 10mm located at splay junctions or at spacings not exceeding 1.80m.
- e. Expansion Joints 12mm wide Canite material full depth of crossing with spacing not exceeding 3.60m and around any obstructions. Jointing with road and kerb must be neat, matched and free of sharp edges, corners and spillage. An expansion joint is required at the boundary line and at the back of the kerb, to allow for the expansion and contraction of the concrete.

11. Principle requirements for BITUMEN CROSSOVERS (Design 2)

- a. Minimum thickness:
 1. Residential: 125mm compacted gravel
 2. Commercial: 200mm compacted gravel
 3. Rural: 200mm compacted gravel
- b. Bitumen application: First coat 1.2 litres/1.0m², Second coat 1.0 litres/1.0m²
- c. Stone size 5mm Basalt or Diorite(or approved equivalent) rolled between coats per bitumen application.
- d. Edge restraints 100mm x 25mm Jarrah

12. Principle requirements for BITUMINOUS/CONCRETE/ASPHALT CROSSOVERS (Design 2)

- a. Minimum thickness
 1. Residential 125mm compacted gravel
 2. Commercial 200mm compacted gravel
- b. Asphalt thickness
 1. Residential 20mm Asphalt
 2. Commercial 25mm Asphalt
- c. Edge restraints: 100mm x 25mm Jarrah

13. Principle requirements for COMPACTED GRAVEL/LIMESTONE CROSSOVERS (Design 2)

- a. Minimum thickness Rural 200mm compacted gravel
- b. Bitumen application First coat 1.2 litres/1.0m² Second coat 1.0 litres/1.0m² (where 2m edge strip required)
- c. Stone size 5mm Basalt or Diorite(or approved equivalent) rolled between coats per bitumen application.
- d. Edge restraints: 100mm x 25mm Jarrah

GENERAL DIMENSIONS

14. Minimum width at roadside (including splay)
 - a. Residential 4.80m
 - b. Duplex 6.00m
 - c. Commercial 8.00m
 - d. Rural 6.00m
15. Maximum width at roadside (including splay)
 - a. Residential 6.0m
 - b. Duplex 7.5m
 - c. Commercial 10.0m (unless pre-agreed)
 - d. Rural 10.0m
16. Minimum Splay Size: 1.00m x 3.00m
17. Length Varies

LOCATION

18. In locating crossovers the following is to be considered:
 - a. Every endeavour should be made to avoid public service utility facilities and trees present in the verge when locating the vehicle crossing/driveway.
 - b. Any relocation of, or alterations to, the existing service facilities and/or the removal of trees to make way for the crossing/driveway shall be arranged and paid for by the property owner.
 - c. If the proposed location of a crossover conflicts with the location of existing services, such as manholes, power poles, street trees, etc it is the responsibility of the Owner/Agent/Developer to relocate such services.
 - d. The crossing is not to be positioned within a corner truncation or closer than 7.0m from the property line intersection point at corner sites where no truncation exists on lot or 1.0m where truncation does exist.
 - e. The crossing will be constructed 90 degrees to the kerbline.

f. Trees and Shrubs:

1. Permission must be obtained from Council's Parks and Gardens section BEFORE trees or shrubs can be relocated or removed. Please contact the Council's Works Manager on 9756 1018 to arrange an inspection.
2. In Special Rural and Rural areas with significant vegetation on the verge, the crossover will need to be located to achieve sight distances and avoid unnecessary removal of vegetation. Please contact the Works Manager on 9756 1018 for further information and advice.

LEVELS AND SHAPE

19. **Mountable Kerbed Roads:** The crossover shall commence at the top of the kerb and rise 50mm to a point 2.0m behind the kerb. Beyond that point the crossover/driveway may be graded to match the level of the property boundary or internal driveway.

20. **Barrier Kerbed Roads:** The kerbing shall be removed to a width sufficient to accommodate the crossing and splays. The drainage channel along the kerb face must be maintained. The crossover shall be 'bull nosed' to rise to the same level as the top of the kerb at a point 450mm behind the kerb. The crossover shall then rise 50mm to a point 2.0m behind the kerb. Beyond that point the crossover may be graded to match the level of the property boundary or internal driveway.

21. **Un-kerbed Roads:** The crossover shall commence at the edge of seal and shall be 'bull nosed' to rise 120mm at a point 450mm behind the kerb. The crossover shall then rise 50mm to a point 2.0m behind the kerb. Beyond that point the crossover may be graded to match the level of the property boundary or internal driveway.

22. **Rural:** Crossover may be constructed to a profile that best suits the natural ground levels such that there are no significant changes in levels. Where the crossover crosses a 'swale drain' it will require a pipe culvert and headwall structure. The minimum pipe diameter is to be 300mm with the headwall rising above the crossover level.

23. All special rural developments require a sealed and drained crossover where a sealed road frontage exists. The crossover is to be a two coat seal.

24. All rural developments require a sealed and drained crossover where a sealed road frontage exists or a gravelled and drained crossover where a gravelled road exists.

25. No edging or kerbs to protrude above ground level between boundary and road due to possible trip hazards.

Attachments:

1. Standard Drawing No.1 – Brickpaved and Concrete Crossover Design
2. Standard Drawing No.2 – Two Coat Seal or Asphalt Strip Crossover Design
3. Standard Drawing No.3 – Corner Lots Crossover Location



Shire of Nannup

CROSSOVER SUBSIDY APPLICATION FORM

NAME: _____

POSTAL ADDRESS: _____

PHONE NUMBER: _____

I/We hereby make application for a council subsidy towards the crossover constructed at the following property:

HOUSE NUMBER: _____ LOT/LOCATION NUMBER: _____

STREET NAME: _____

CROSSOVER MATERIAL TO BE USED (PLEASE CROSS)

- Compacted Gravel/Limestone (Rural only)
- Compacted Gravel/Limestone with 2m Sprayed Bitumen lead (Rural only)
- Sprayed Bitumen (2 coat)
- Bituminous Concrete (hotmix or asphalt)
- Insitu Concrete
- Paving Bricks or Blocks

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

Inspected by: _____

Assessment No: _____

Crossover Width: _____

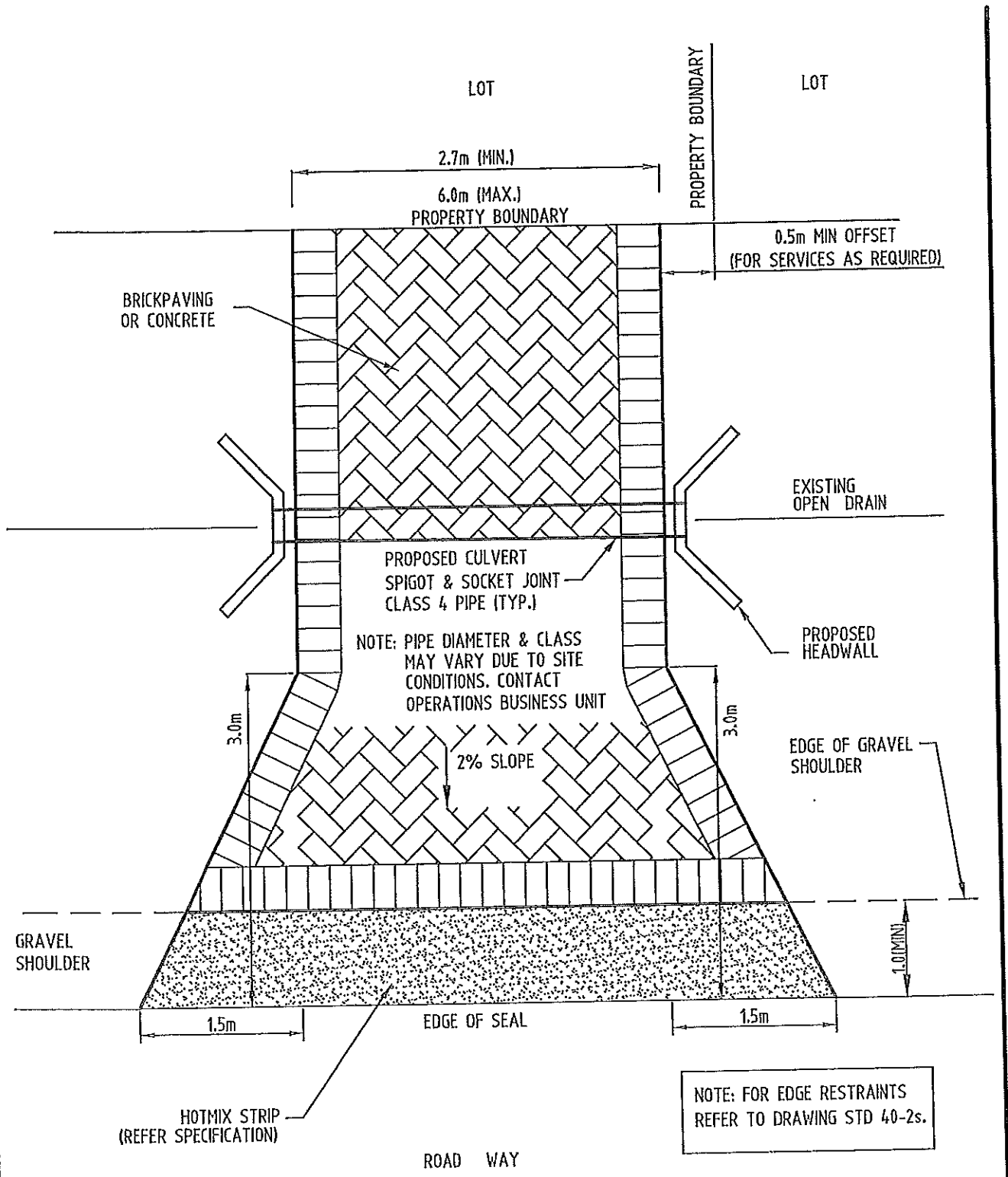
Splay Size: _____

Surface Material: _____

Approved for Subsidy: _____ Comments: _____

Signature: _____

Date: _____



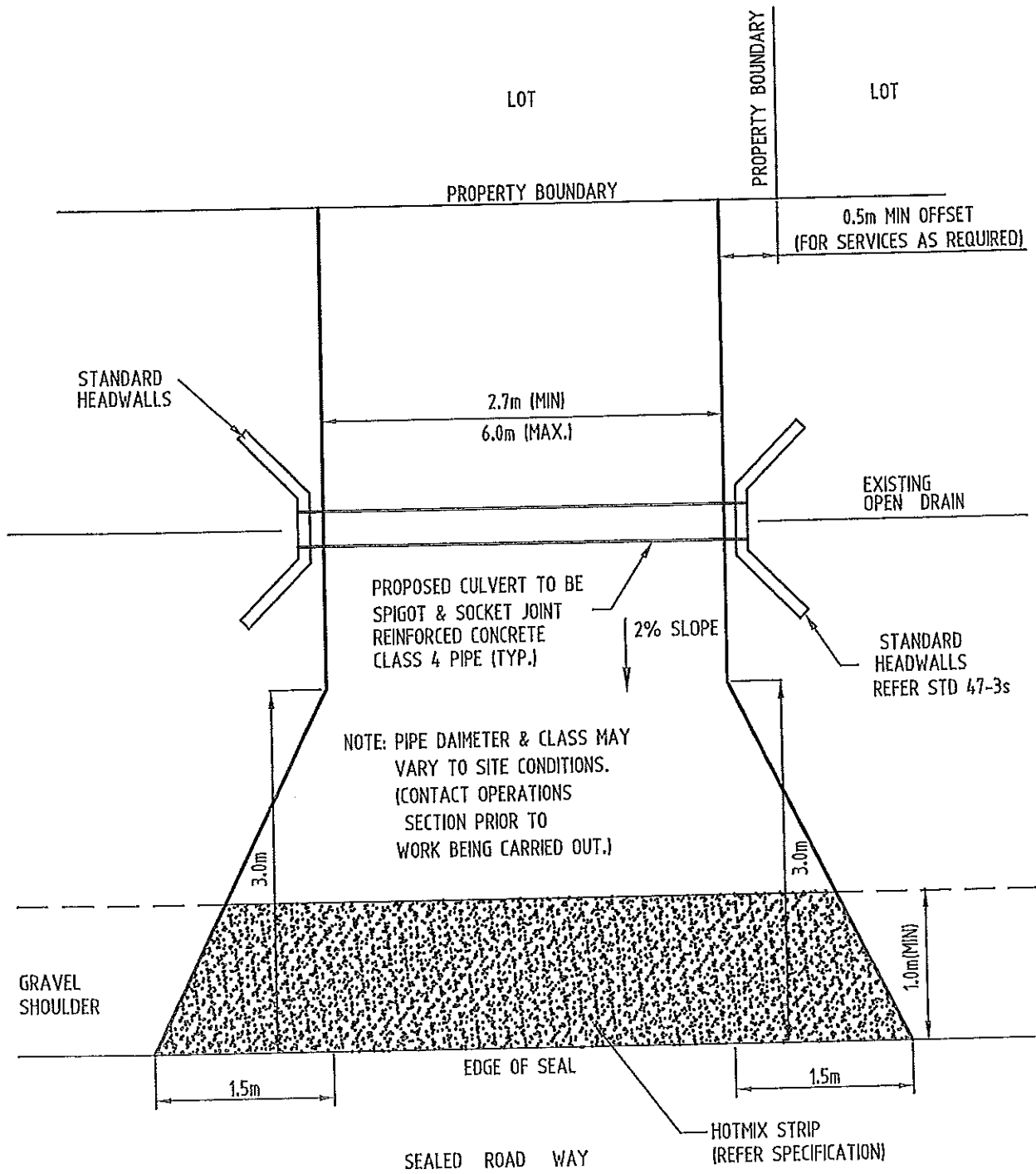
**CROSSOVER
BRICKPAVED AND CONCRETE**

SHIRE OF NANNUP

DRAWING No :

STD 1

AMENDMENT No:



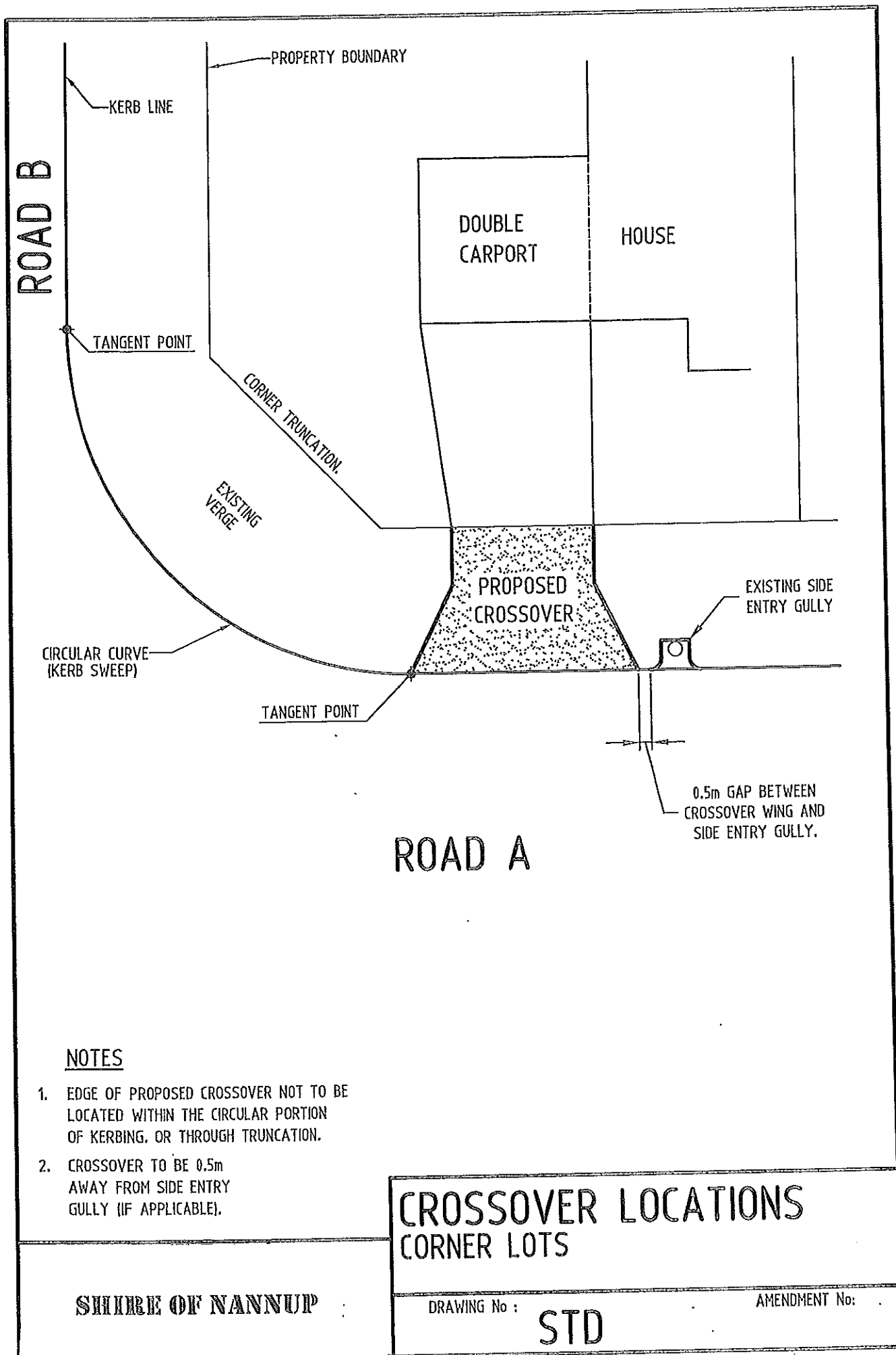
CROSSOVER
TWO COAT SEAL OR ASPHALT STRIP

SHIRE OF NANNUP

DRAWING No :

STD 2

AMENDMENT No:



NOTES

1. EDGE OF PROPOSED CROSSOVER NOT TO BE LOCATED WITHIN THE CIRCULAR PORTION OF KERBING, OR THROUGH TRUNCATION.
2. CROSSOVER TO BE 0.5m AWAY FROM SIDE ENTRY GULLY (IF APPLICABLE).

**CROSSOVER LOCATIONS
CORNER LOTS**

SHIRE OF NANNUP

DRAWING No : **STD**

AMENDMENT No:



| | |
|-----------------------|------------------------------|
| Policy Number: | LPP.004 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Bed & Breakfast Policy |
| Policy Owner: | Manager Development Services |

Authority Shire of Nannup Local Planning Scheme No.3
Shire of Nannup Health Local Laws 2003

Objective

1. This policy aims to facilitate the provision of high standards of Short Stay/Home Style accommodation in various locations to encourage tourism whilst maintaining the amenity of those locations for permanent residents.

Definition

2. Council's Local Planning Scheme No3 (LPS No3) defines Bed and Breakfast accommodation as follows:

"Bed and Breakfast accommodation means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term basis and includes the provision of meals."

3. This policy extends the definition to incorporate the number of persons who can be accommodated at any one time under the Scheme provisions.

"Bed and Breakfast accommodation means a dwelling, used by a resident of the dwelling, to provide accommodation for a maximum of six (6) persons away from their normal place of residence on a short-term basis and includes the provision of breakfast."

NOTE: Where a premise accommodates more than six (6) persons exclusive of the family of the keeper, it shall be defined as a "lodging house" and is required to comply with the provisions of LPS No3, Health Act 1911 and the Shire of Nannup Health Local Laws 2003.

Policy

4. The establishment of Bed and Breakfasts within the Shire of Nannup are to note the following:

a. **Locations/Zones:** A Bed & Breakfast may only be established in areas designated within the Zoning Table that forms part of the Shire of Nannup Local

Planning Scheme No.3, which requires approval by Council as a "D" use. Not permitted in "industrial" or where stated in development guide plan, subdivision guidance plan or structural plan.

b. **Appearance of Dwelling:** The use of Bed & Breakfast accommodation shall be incidental to the predominant use and nature of the dwelling. The appearance of the dwelling shall remain residential and shall not impact adversely on surrounding properties.

c. **Minimum Standards /conditions for Bed & Breakfast Accommodation:**

Bedrooms

1. Maximum 3 guest bedrooms for guest purposes (maximum 6 adults).
2. No guest bedroom shall have openings to any other bedroom or facilities not for use of guests.
3. Rooms to be suitably furnished for number of guests approved by Council.
4. Rooms to be kept clean at all times and supplied with clean linen.
5. Rooms to be provided with lockable door.

Bathrooms / WC

1. Bathrooms to be either shared facility for guest's only or private en-suite facility off bedrooms, or a combination of both.
2. Bathroom / WC to have impervious surfaces and shall be kept clean at all times.
3. Hot water shall be capable of being provided at all times.
4. Minimum facilities to include bath and /or shower, hand basin and WC.
5. Any shared bathroom and WC to be provided with lockable doors.

NOTE: Upgrading of plumbing, including septic disposal system, may be required if existing domestic system is inadequate as determined by Council's Environmental Health Officer.

Kitchen

1. Kitchen to be kept clean and tidy at all times.
2. Floor areas to be smooth and impervious.
3. Suitable facilities for the hygienic preparation, storage and cooking of food shall be provided.
4. Preparation of breakfast to be the responsibility of domestic residents and self-service cooking by guests is not permitted. The preparation of tea and coffee and like by guests is permitted.

- d. **Water:** Adequate water supply is to be provided for ablutions, cooking and drinking that meets the Australia Drinking Water Guidelines. Additionally, adequate water for fire fighting purposes is to be provided.
- e. **General Issues and Requirements:** In determining the suitability of a Bed and Breakfast proposal, Council shall take into consideration the following issues and requirements:
1. Location of adequate public transport facilities (eg bus routes, main roads, footpaths and cycleways);
 2. Location of shopping facilities in the vicinity;
 3. Location of recreation and tourist facilities or other similar type of activity;
 4. Potential impact on the adjoining properties and surrounding residential area;
 5. Car parking to be provided on site is one (1) car bay for every two guest rooms and two (2) spaces for the dwelling itself;
 6. The provision of adequate emergency management response.
 7. Bed and Breakfast accommodation shall not consist of self contained rooms, however ensuite and bathroom facilities may be provided within each room. Access to communal laundry, bathrooms and breakfast eating areas should also be catered for within the building.
- f. **Approval Conditions:** The following conditions (not limited) will apply to all Bed and Breakfast Accommodation applications on approval:
1. An approval shall not be transferred or assigned to any other property;
 2. Bed and Breakfast Accommodation shall not be used as a lodging house or for permanent accommodation;
 3. A sign, subject to the provisions of Council's Sign Policy, may be erected on-site subject to the approval being granted by the Manager of Development Services;
 4. Smoke alarms to be installed in accordance with Part 3.7.2 Vol 2 of the Building Code of Australia;
 5. Car parking is to be provided on-site;
 6. No facility for cooking or laundry facilities will be permitted within the rooms.
- g. **Annual Inspection:** Council's Environmental Health Officer shall conduct inspections of Bed & Breakfast premises at least on an Annual Basis.
- h. **Change of Ownership:** Council approval will not be forfeited in the event of change of ownership of the premises. However notification to the Shire of the intentions of any new owners of these establishments is required to enable Council records to be updated.

- i. **Non-Conforming Use:** Any lapse in use of greater than 12 months will result in fresh approval being required for the renewal of operations.
- j. **Fees:** New Bed & Breakfast establishments receiving Council planning approval will be liable for a registration fee, imposed by Council. Planning approval will be subject to this registration fee being paid. Any building extensions or alterations to increase the number of guest rooms will require the annual license to be modified to reflect increase in maximum number of guests permitted.
- k. **Car parking:** Any application for Bed & Breakfast accommodation shall demonstrate that adequate guest car parking facilities can be provided on the lot and close to guest rooms. No on-street car parking will be permitted for guest vehicles.

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|-----------------------------|---------------------|
| Related Policies Related | |
| Procedures/Documents | |
| Delegation Level | CEO, CEO to MDS, BS |
| Adopted: | |
| Reviewed: | |



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|-----------------------|----------------------------------------|
| Policy Number: | LPP.007 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Special Rural Fencing Standards Policy |
| Policy Owner: | Manager Development Services |

Authority: Shire of Nannup Local Planning Scheme No.3

Objectives:

1. This policy aims to direct persons who wish to erect fencing in the areas zoned special rural under the Shire of Nannup Local Planning Scheme No.3 with a view to retaining a rural fencing theme.

Definitions:

Fence: An enclosure or barrier abutting a roadway, street or boundary line of adjacent property.

Location:

2. This policy has effect on boundary fencing on Special Rural properties only.

Policy:

3. The standards of boundary fencing permitted are as below:

a. **Posts:**

1. Star Pickets
2. Pine Poles
3. Hardwood Posts

b. **Height:** Posts to be between 1 and 1.3 metres high above natural ground level.

c. **Wire type:**

1. 4 to 6 strand wire.
2. Ringlock or similar.

d. **Other:** Electric fences are not permitted unless approval is granted by Council.

4. **Fencing around dwellings and buildings:** In addition to the standard prescribed for boundary fencing, solid fencing such as Netascreen®, Super Six, timber pickets or brick is permitted only when the MDS (or the person acting in that capacity) determines that it will not affect the amenity of the area.

| | |
|----------------------------------|------------------------------|
| Related Policies: | |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS, BS |
| Adopted: | 26 th August 1999 |
| Reviewed: | |



| | |
|-----------------------|------------------------------|
| Policy Number: | LPP.009 |
| Policy Type: | Local Planning policy |
| Policy Name: | Relocated Dwellings Policy |
| Policy Owner: | Manager Development Services |

Authority: Shire of Nannup Local Planning Scheme No.3
 Health (Asbestos) Regulations 1992
 Local Government (Miscellaneous Provisions) Act 1960
 Health Act 1911
 Building Regulations 1989
 Building Code of Australia

Objectives:

1. The objectives of the policy is to:
 - a. Control the type of materials used and the standard of finish of relocatable/transportable buildings within the Shire to ensure that they do not detract from the amenity of the surrounding buildings and/or properties.
 - b. Ensure no hazardous materials are brought into the Shire that are damaged as part of the relocation process and not remedied in accordance with the relevant legislation.

Definitions:

2. Nil

Policy

3. Re-sited dwellings within the Shire of Nannup are subject to the following conditions as part of the building license approval process:
 - a. The dwelling is to be inspected by a practicing Structural Engineer, who is to issue a full report to the satisfaction of the Manager Development Services stating that the proposed dwelling is in a sound condition and can be transported and relocated. The report must also detail any defects in relation to cladding, roofing and any other repairs necessary to bring the house up to standard in accordance with this policy. The report is to be accompanied by photographs of each elevation of the house.
 - b. Dwellings clad with asbestos cement sheeting will be permitted, provided that the cladding is undamaged and the relocation complies with the Health (Asbestos) Regulations, 1992.

- c. Building plans of the dwelling must be provided per the Building Regulations 1989 as part of the building license application to the Shire.
- d. A Building application is to be completed by applicant and submitted to Council to enable a Building license to be issued. The building license fee must be paid prior to the house being relocated.
- e. Dwelling relocation into the Shire prior to a building license being issued may result in prosecution with the offender being required to remove the dwelling and relocate it outside the Shire boundary.
- f. A septic tank application form or a notice of intent to connect to the Nannup infill sewerage scheme shall accompany each application.
- g. Approved Building Licenses will be void if the work covered by the license is not substantially commenced within 6 months of the date of issue of the license. The building must be completed to the satisfaction of Council's Manager Development Services within 12 months of the date of issue of the building license.

Note: Council can institute action under the Building Regulations 1989 and the Local Government (Miscellaneous Provisions) Act 1960 if the building is not completed within the specified time. Non compliance with any of the conditions imposed on the Building Licence will render the building incomplete.

- h. All work carried out on the dwelling is to comply with the provisions of the Building Code of Australia and the Health Act 1911.
- i. All damage is to be repaired as below:
 - (a) Any damaged sections of external cladding to be replaced by new full sheets (or boards of timber) to match existing.
 - (b) Any damaged roofing sheets, gutters and ridge-caps are to be replaced with new roofing materials.
 - (c) Any damaged or rusted gutters or downpipes are to be replaced with new materials.
 - (d) Any damaged tiles are to be replaced with new tiles of the same colour and design of the existing tiles.
 - (e) Second hand materials are not to be used without the prior approval of the MDS.
- j. All external fixtures such as architraves, fascias, barge boards etc are to be replaced where necessary through damage incurred in transit, splitting rot or other reason to the satisfaction of the Manager Development Services.

- k. Any broken glass in the dwelling is to be replaced with all windows and doors to open freely. Locks and catches are to be easily operable.
- l. All ablution facilities are to be contained within the main structure. Wet area floors and walls are to be of concrete or other approved impervious material complying with the Building Code of Australia (BCA).
- m. On completion, the dwelling is to be painted or otherwise treated to present a neat appearance to the satisfaction of Council's Manager Development Services.
- n. The WC door is to open out, or be easily removable from outside in accordance with the BCA.
- o. The kitchen stove is to be provided with an approved fume hood or an exhaust fan in accordance with the BCA
- p. All electrical work is to be certified by a licensed electrician.
- q. A suitable supply of potable water for all domestic purposes is to be provided.
- r. The building is not to be occupied prior to final inspection being undertaken by Council's Manager Development Services.

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|----------------------------------|--------------------------------------------------------------------------|
| Related Policies: | |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS, BS |
| Adopted: | 26 November 1992 |
| Reviewed: | 22 September 1994 17 November 1994 16 December 1999 02 May 2002 |



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|-----------------------|--------------------------------|
| Policy Number: | LPP.010 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Temporary Accommodation Policy |
| Policy Owner: | Manager Development Services |

Authority Health Act 1911
 Local Government Act 1995
 Shire of Nannup Local Planning Scheme No.3

Objective:

1. To provide a mechanism to allow non-urban (Residential/Mixed Use/Town Centre/Industrial) land owners to temporarily reside on their property during the construction of a permanent residence.

Definitions:

Temporary Accommodation: Accommodation for a period no longer than 12 months within a building that meets the requirements of the *"Residential Accommodation – Minimum Internal Requirements"*

Policy

2. For those people desiring to build in the Shire of Nannup the following conditions apply for Council to approve temporary occupation of sheds or other dwellings while a permanent residence is being constructed.
3. Please note any violation of the following conditions may lead to the withdrawal of approval to occupy the temporary accommodation.
 - a. Planning Approval for "temporary accommodation" being granted by Council.
 - b. The issuing of a building license for the shed or other dwelling proposed to be occupied for temporary accommodation.
 - c. The issuing of a building license for the proposed permanent residence to be constructed on the same lot as the temporary accommodation.
 - d. The residence must be constructed to top plate height within 6 months of the issuing of the Building License.
 - e. The residence must be completed within 12 months of the issuing of the building license.

f. Minimum standards for residential accommodation are to be complied with as follows:

1. The minimum floor area shall be 55sqm, unless special dispensation is granted by the Council. Under the former Uniform Building By-Laws the minimum floor area required in a Class 1 building was 40sqm plus WC, laundry and cooking facilities to be provided in accordance with the Health Act. Average floor area for these non-habitable rooms was approximately 15sqm, hence the minimum floor area of 55sqm.
2. The internal area of all residential dwellings shall be partitioned and lined into separate habitable and non-habitable areas. The minimum internal facilities to be provided are separate cooking and food preparation area, WC, bathroom, laundry facilities and sleeping quarters.
3. The WC and bathroom shall be partitioned and enclosed separately from the remainder of the internal accommodation.
4. All residential development shall conform to the provisions of the Building Code of Australia and the Health Act.
5. Effluent disposal for all residential accommodation shall comply with the provisions of the Health Act and Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1975

4. An inspection by Council's Manager Development Services must be made prior to occupancy of the temporary accommodation.

5. No approval for Temporary Accommodation will be granted for lots in the Nannup Townsite.

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| Related Policies: | |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS |
| Adopted: | |
| Reviewed: | |



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|-----------------------|-----------------------------------------|
| Policy Number: | LPP.011 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Development in Flood Prone Areas Policy |
| Policy Owner: | Manager Development Services |

Authority Shire of Nannup Local Planning Scheme No.3

Objectives:

1. To restrict the subdivision of residential land within flood prone areas;
2. To clearly indicate to State Land Services Councils opposition to the release of land within designated flood prone areas within the Shire.

Definitions:

Flood Prone Areas: Relates to that land as identified by the Department of Water as being within the '1 in 25' and '1 in 100' year flood zones.

Policy

3. This policy applies to individual flood prone residential lots that currently exist within the Shire of Nannup. It is not intended to support any subdivision that will create further flood prone lots for development nor is it intended to support the release of flood prone land by the Department of Regional Development and Land (State Land Services).
4. Flood prone land within the district is identified by the Blackwood River Flood study, Twenty five (25) year and one hundred (100) year flood levels are identified.
5. The prime reference for the flood prone land is Local Planning Scheme No3 which states:
 - a. *6.2.2.1 (b) A person shall not carry out any development on land (or portion(s) thereof) identified as flood prone land on the Scheme map or on other land which, in the opinion of the Council, may be liable for flooding, unless:*
 - (i) *the floor of any dwelling house or other habitable building is, or will be, raised a minimum of 500 millimetres above the 1 in 100 year flood level identified for the land;*

- (ii) *the base of the septic/leach drain system is to be a minimum 300mm above the 1 in 100 year flood level identified for the land and fitted with appropriate devices to prevent back flow of effluent or ground water. This requirement may be removed if an approved alternative treatment unit was installed instead of a conventional septic tank/leach drain effluent disposal system;*
 - (iii) *where the proposed development is for residential purposes an engineering certification is to be submitted. This certification is to ensure that the dwelling has been designed taking into account the potential forces of flood waters; and*
 - (iv) *where the proposed development is for residential purposes a licensed survey shall be submitted confirming the floor height of the building compared to the identified flood level for the portion of the subject land. This survey is to be carried out and submitted for Shire endorsement upon completion of the sand pad or stumping network of the proposed building. No further works on the proposed building are to be commenced until Shire endorsement of the survey information has been given.*
- b. *6.2.2.2 Notwithstanding sub-clause 6.2.2.1(b)(I), land identified by the Blackwood River Flood Study 1983 as being within the 1 in 25 year flood level will not be permitted to be developed for residential purposes unless such development is connected to the reticulated sewerage network.*
- c. *6.2.2.3 Where proposals are received for the development of extensions or additions to existing residential development sited within a flood risk area, the requirements of Item 6.2.2.1 (b) (i) will be waived where such extensions/additions do not exceed 25 per cent of the floor area of the existing building.*
- d. *6.2.2.6 Any decision made by Council in pursuance of this clause is deemed to be a decision made in "good faith" and the Council is hereby forever indemnified against any claim made by any person and relating to any loss whatsoever arising from such a decision.*

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| Related Policies: | LPS No 3 Amendment No7 |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS, BS |
| Adopted: | OM 09 June 1994 |
| Reviewed: | OM 28 June 2001 OM 23 August 2001 |



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|-----------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Policy Number: | LPP.012 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Chalet Development in Agriculture, Agriculture Priority 1&2, Cluster Farming, Coastal Landscape, and Special Residential Zones. |
| Policy Owner: | Manager Development Services |

Authority Health Act 1911
 Local Government Act 1995
Shire of Nannup Local Planning Scheme No.3
 Building Code of Australia

Objective:

1. To approve high quality chalet accommodation in the non-urban areas whilst conserving the rural character and primary production values of the District.

Definitions:

2. Nil

Policy

Introduction

3. With regard to the broad objectives of this Policy the following specific objectives for the approval of chalet accommodation are:
 - a. To avoid conflict between rural and non-rural landowners.
 - b. To establish suitable guidelines and controls for chalet accommodation to ensure that development approval does not become a basis for future unplanned urban development with consequent demands on Council for additional services.
 - c. To establish suitable guidelines and controls for chalet accommodation outlining minimal infrastructure standards required by Council for development approval to be granted.
 - d. To encourage links between chalet accommodation and established rural pursuits (ie. farm stays) so as to diversify economic base and retain development at a low key nature.

Farming, Coastal Landscape and Special Residential zones, but not permitted in the Industry, Mixed Use, Residential, Special Rural or Town Centre zones.

Holiday Accommodation – Compliance with BCA

5. Development Approval for chalets will be conditional upon compliance with the Building Code of Australia provisions.

Number of Chalets to be Developed

6. Council may permit a minimum of 2 Chalets and up to 5 Chalets to be constructed at an approved site.

Guidelines for the Assessment and Approval of Chalet Accommodation

7. Council may require rezoning of the site for chalet development for the following reasons:-

- a. For development proposals of five (5) or more chalets rezoning to “Special Use” zone will be required. Amendment documents to be prepared at the applicant’s expense, plus relevant Council rezoning fee, and shall specify the following minimal information:
 1. number of chalets proposed,
 2. any other associated land uses,
 3. any proposed staging of development
 4. development controls
 5. management controls
 6. any required upgrading of public infrastructure to cater for proposals (including dedication of suitable road access).
- b. If in the opinion of Council the development proposal will significantly alter the existing land use of the site to establish that the Chalets become the predominant use.
- c. If in the opinion of the Council the development proposal will have a significant environmental impact on surrounding land or natural features (I.e. Rivers, wetlands, dunal systems or state forest).
- d. When considering an application for chalet accommodation Council shall have regard for the suitability of the land for the proposed use including but without limiting the:
 1. Capability of the land for agriculture and rural pursuits.

2. Capability of the land to accept the use, by reason of soil type and stability, access to adequate roads and services, drainage, disposal and absorption of effluent.
 3. Density of the proposed development.
- e. Standard conditions which will be imposed on all Development Approvals for chalet accommodation are: -
1. The preparation of plans to comply with the Building Code of Australia and the issuing of a building licence. Demonstration that satisfactory arrangement can be made for effluent disposal.
 2. The design and materials of the chalets to blend into the landscape of the area.
 3. The position of access to the development on to the public road to be located in a position and of a standard satisfactory to the Council. This may require the dedication and upgrading of the public road to the satisfaction of Council at the cost of the applicant.
 4. Provision being made for fire protection to the satisfaction of Council.
 5. Prior to the granting of development approval it must be demonstrated that any dogs belonging to or associated with occupants of chalets can be adequately controlled to prevent any possibility of disturbance to farm animals in the area.
 6. Chalets must be provided with a source of potable water for drinking and cooking purposes. Development applications should include preliminary details regarding the water source, storage and distribution conditions or treatment methods proposed.

Note:

1. Prior to occupation of the chalets, evidence of water supply suitability must be provided. In most cases supporting evidence of chemical and microbiological sample analysis, conducted by a NATA (National Association of Testing Authorities) approved laboratory will be required to show compliance with current Australian drinking water guidelines. Further routine sampling may be required by Council to ensure compliance with the Health Act 1911.
2. These are standard conditions and it is to be noted that additional conditions may be imposed on a development approval if there is a need to address a particular circumstance.

Rating

8. If the development of chalet accommodation changes the predominant use of a lot from a rural agricultural base to a non-agricultural base the Council may change the rating of such a lot from Un-improved Value to Gross Rental Value.

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| Related Policies: | |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS |
| Adopted: | OM 24 September 1992 |
| Reviewed: | OM 22 February 1996 |



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|-----------------------|------------------------------|
| Policy Number: | LPP.013 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Car Parking Policy |
| Policy Owner: | Manager Development Services |

Authority Local Government (Parking for the Disabled) Regulations 1988
 Shire of Nannup Local Planning Scheme No.3
 State Planning Policy 3.1 Residential Design Codes (Variation 1)
 Shire of Nannup Parking & Parking Facilities Local Law 2007
 AS 2890.1-1993 Car Parking – Appendix C - *Guidelines for Provision of Parking Spaces for People with Disabilities*

Objective:

1. This policy provides guidelines for persons who wish to undertake retail/wholesale/office business activities to provide adequate disabled car parking for their developments within Nannup Townsite.

Definition:

Disabled Parking: That is to be provided for the use of disabled staff and customers associated with the development. The carpark shall be provided within the lot boundaries of the development or may be within the road reserve adjoining the development if approved by Council.

Policy

2. All disabled parking bays are to be designed and constructed in accordance with the provisions of the *State Planning Policy 3.1 Residential Design Codes (Variation 1)* and the *Australian Standard AS 2890.1-1993 Car Parking – Appendix C – Guidelines for the Provision of Parking Spaces for People with Disabilities*.

| | |
|--------------------------------------|------------------------------------------------------|
| Related Policies: | |
| Related Procedures/ Documents | Shire of Nannup Disabilities and Inclusion Plan 2006 |
| Delegation Level: | CEO, CEO to MDS |
| Adopted: | |
| Reviewed: | |



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|-----------------------|----------------------------------------------------|
| Policy Number: | LPP.014 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Mobile Shop/Temporary Premises/Street Stall Policy |
| Policy Owner: | Manager Development Services |

Authority Local Government Act 1995
 Health Act 1911
 Shire of Nannup Local Planning Scheme No.3
 Australia New Zealand Food Standards

Objectives:

1. To regulate the operation of Mobile Shop/ Temporary Premises and Street Stalls to ensure that there is no disruption to local businesses and/or to pedestrian traffic.
2. To ensure a consistent approach to the operation of retail and wholesale premises.

Definitions

Mobile Shop/Temporary Premises: Retail or wholesale premises that is movable and operates from the road reserve or Council reserve and stops sufficient time only to affect a sale. It cannot remain stationary at any time to anticipate sales.

Stall: Includes a mobile shop/temporary premises or stall that has been given Council approval to remain stationary in the Road Reserve, Reserve or private land for a period on not exceeding three days.

Market Day: The fortnightly market in Warren and Brockman Street excluding special events (i.e Nannup's Music Festival, Garden Festival)

Policy

3. All persons intending to establish or operate any Mobile Shop/Temporary Premises, Street Stalls, either in conjunction with or independent of any Market Day, are required to make application to Council for approval. This is additional to any other Council approvals for events and relates to the operation of the stalls and temporary premises.

4. Application is to be made on the application form – Conditions for approval for operating street stalls/temporary premises. The person making the application is responsible and accountable for the operation of the stall/ temporary premises.

5. Council has approved “Market Days” and on the Road Reserve in Warren Road and Brockman Street under the following conditions:

- a. A nominated person is to be responsible for the “Market Day”.
- b. The area is to be left free of litter, stalls, signs and equipment at the end of the trading day.
- c. Recipients of donations from the stalls shall be bonafide charities, sporting associations or community groups.
- d. Stall holders shall not locate outside business premises unless consent of that business has been received.
- e. No stall shall obstruct the passage of pedestrian traffic, which may lead to pedestrians being forced to use the road instead of the footpath.
- f. All stall holders are liable for the health and safety of the public and shall ensure that there are no “hazards” caused and are liable should their stall contribute to any incident.
- g. Markets are permitted fortnightly and to operate only between the hours of 8am and 2pm.

6. Should the sale of food be considered the document “*Food Regulations 2009*” is to be provided and standard conditions are to apply:

- a. General Conditions: *Stalls/Sausage Sizzles/All Pre-packaged Foodstuff from Registered Premises.*
- b. General Conditions: *Temporary Food Premises.*
- c. A copy of a current of their “Certificate of Registration” is to be provided from the local government that they have notified that they are selling food in accordance with the Food Act 2008 and Food Regulations 2009.

7. Before any approval is given the applicant is to:

- a. Sight and sign the Shire of Nannup’s Standard Occupational Health and Safety Rules.
- b. Provide a copy of their public liability insurance.

Attachments:

1. Schedule 1: Application for a Mobile Shop/Temporary Premises/Street Stall
2. Schedule 2: Food Regulations 2009
3. Schedule 3: Nannup's Standard Occupational Health and Safety Rules.
4. Schedule 4: General Conditions: Stalls/Sausage Sizzles/All Pre-packaged Foodstuff from Registered Premises
5. Schedule 5: General Conditions: Mobile Shops/Temporary Premises/Street Stalls

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|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Related Policies: | Nil |
| Related Procedures/ Documents | <ol style="list-style-type: none">1. Application form: Conditions for approval for operating stalls/temporary food premises;2. General Conditions: Stalls/Sausage Sizzles/All Pre-packaged Foodstuff from Registered Premises;3. General Conditions: Temporary Food Premises (Mobile Shops/Food Vendors)4. For information: Food Regulations 2009 |
| Delegation Level: | CEO, CEO to MDS |
| Adopted: | |
| Reviewed: | |



15 Adam Street,
P.O. Box 11, Nannup WA 6275
Telephone: (08) 9756 1018
Facsimile: (08) 9756 1275
Email: nannup@nannup.wa.gov.au
Web: www.nannup.wa.gov.au

Shire of Nannup

Our Ref: HLT 10

APPLICATION FORM - CONDITIONS FOR APPROVAL FOR MOBILE SHOPS/TEMPORARY PREMISES/STALLS

APPLICANT NAME:

(Nominated person responsible for the stall/market/event and accountable)

ADDRESS:

TELEPHONE:

PROPOSED SITE LOCATION (ADDRESS/PREMISES):

.....

PROPOSED DATES:

TYPE OF GOODS FOR SALE:

DETAIL HOW YOU WILL BE DEALING WITH THE FOLLOWING FOOD SAFETY ISSUES:

1. Food protection (during transport and operation)

.....
.....
.....

2. Refrigeration of food (during transport and operation)

.....
.....
.....

3. Thorough cooking or reheating (readily perishable foodstuffs)

.....
.....
.....

4. Handling of food (gloves, tongs)

.....
.....
.....

5. Separation of food and money handling

.....
.....
.....

6. Handwashing facilities

.....
.....

APPROVED SHIRE FUNDRAISING SITE YES / NO

Or APPROVED BY WORKS MANAGER (TO OPERATE ON FOOTPATH OR ROAD RESERVE)

.....
Signed

And APPROVED BY ADJACENT SHOP OWNER NEAREST THE STALL SITE

.....
Signed

Or APPROVED BY PROPERTY OWNER (TO OPERATE ON SHOP FRONTAGE /PRIVATE PROPERTY

.....
Signed

FINAL APPROVAL BY DATE:

Attachments:

1. General Conditions: Stalls/Sausage Sizzles/All Prepackaged Foodstuff from Registered Premises.
2. General Conditions: Mobile Shops/Temporary Premises/Stalls
3. For Information: Food Regulations 2009

ATTACHMENT 2

GUIDELINES ONLY: BASED ON MINISTRY OF HEALTH ADVICE: FOOD REGULATIONS 2009

Temporary food premises: Includes mobile shop, food vending vehicles, demountable stalls, stands and the like in the open or another structure used for the purpose of selling any article of food and any area adjacent thereto.

1. Duration

1.1 Temporary food premises at functions exceeding one day's duration shall consist of food vending vehicles which comply with the Food Regulations 2009.

1.2 Except that where the food is factory packaged in hermetically sealed containers, such food may be sold from an open food stall set up and operated in accordance with the requirements outlined for Temporary Food Premises at one (1) day or less functions or consist of a food stall of which the roof and three sides are covered with plastic sheeting, vinyl or other approved material.

1.3 Temporary food premises at functions exceeding three (3) consecutive days duration shall consist of food vending vehicles only, which shall be constructed and fitted out in accordance with the Food Regulations 2009.

2. General

2.1 A one day food stall shall consist of a food stall of which the roof and three sides are covered with plastic sheeting, vinyl or other approval material.

2.2 Where a one day food stall is erected on unsealed ground a suitable impervious material shall be laid over the ground area of the stall.

2.3 Events which are held on Council controlled property require approval from the Council prior to the event.

2.4 Smoking and animals are prohibited in areas where food is prepared, stored or cooked.

2.5 Food shall be sited at a distance of not less than 20m from stalls handling products which by their nature are liable by way of odour, dust, flames or any other characteristics to contaminate or taint any food offered for sale.

3. Food staff

3.1 To be clean and free from infectious disease.

3.2 To wear clean washable, protective clothing, e.g. uniform, aprons etc.

3.3 To have head adequately covered, e.g. hat, net, scarf.

3.4 To wear disposable gloves or use utensils for food handling where practicable.

3.5 To have access to adequate hand wash facilities.

3.6 To have access to an approved sanitary facility.

4. Washing facilities

4.1 Separate hand washing facilities and utensil washing facilities shall be provided within the stall (e.g. two plastic dishes of sufficient capacity for adequate cleaning of hands and utensils and a supply of hot and cold water shall be immediately available to the food stall). Disposal of all wastes are to be to the Councils satisfaction.

4.2 Hand towels, liquid soap and detergent shall be provided in each food stall where washing facilities are required.

5. Protection of food

5.1 Food that is to be delivered must be in approved food handling vehicles or containers.

5.2 Disposable eating and drinking utensils only shall be used.

5.3 All food stalls inside the stall shall be stored 750mm above the ground and covered or in closed containers.

5.4 Raw food and cooked food to be stored and handled separately to prevent cross contamination.

5.5 Food shall not be displayed so as to be openly accessible to the public. A physical barrier shall be provided by means of sandwich display type counters, Perspex glass sneeze guards or clear plastic siding to the stall.

5.6 All condiments such as sauce, mustard, etc shall be contained in squeeze type dispensers or individual sealed packs.

5.7 All disposable eating utensils shall be pre-wrapped in paper napkins, cellophane bags or similar material prior to distribution to the public.

5.8 Drinking straws, paper cups, spoons, etc, shall be enclosed in suitable dispensers or otherwise protected from contamination.

5.9 Tea, coffee, cordial and other beverages shall be dispensed from an enclosed or lidded receptacle equipped with a tap or spout.

6. Food temperature control

6.1 All takeaway foods prepared at the stall shall be for immediate sale and consumption unless a suitable food warmer or food display, maintaining the food at a temperature above 60°C (hot foods) or below 5°C (cold foods), is provided.

6.2 Pre-prepared food products or pre-cooked food consisting wholly or in part of fresh cream, custard, trifle or any similar food shall not be sold from a one day food stall, unless stored or displayed under refrigerated conditions as prescribed in 6.1.

6.3 All raw food and perishable foods such as steaks, sausages, hamburger patties, frankfurts etc shall be stored in a portable cooler together with an adequate supply of ice or a cooling medium.

6.4 The sale of pre-cooked chicken or pre-cooked chicken pieces or pre-cooked rice from a one day stall is not permitted.

6.5 Cold foods to be reheated on a stove or microwave prior to placement in bains marie.

6.6 Raw foods that are potentially hazardous shall be stored at below 5°C and protected from contamination.

7. Cooking

7.1 Cooking and heating equipment shall not be within the reach of the public.

7.2 All heating and cooking equipment including open flame barbecues and cooking plates shall be located within the stall or otherwise suitably protected from contamination.

7.3 Raw foods awaiting cooking and foods which have been cooked shall not be displayed, stored or held outside the stall except in enclosed containers providing cooking conditions in accordance with.

7.4 The cooking area shall be kept free of dust borne contamination and droplet infection (e.g. coughing, sneezing by the public).

7.5 A fire extinguisher of adequate size shall be provided convenient to every stall where open flame is carried out.

7.6 Where cooking is carried out adequate provisions shall be made to protect the stall walls from heat, flame and splashing.

8. Rubbish disposal

8.1 Suitable garbage receptacles shall be provided near the stall for the public to Dispose of used take away food containers and the like.

8.2 Adequate arrangement shall be made for the storage and daily or more frequent removal of garbage generated inside and outside the food stall.

9. Open food stalls

9.1 Open food stalls consisting of tables only or tables and trestles, where permitted by these standards, shall be used only for the sale of factory pre-packaged food in airtight sealed containers (e.g. Canned or bottled soft drinks, canned foodstuffs).

9.2 No perishable food shall be sold from an open food stall except packaged milk, packaged milk products and pre-wrapped ice cream, all of which shall be provided with approved means of appropriate temperature storage.

9.3 Provision shall be required for screening or shielding the stall to protect any perishable from direct sunlight.

9.4 All pre-packaged foodstuffs shall be labeled in accordance with the provisions of the relevant State legislation.

| |
|--------------------------------------------------------------------------------------------------------|
| SHIRE OF NANNUP Occupational Health And Safety Procedures Procedure No. 7.5 |
| CONTRACTORS CHECKLIST |

The Shire of Nannup requires you to comply with the Occupational Safety and Health Policy, Safety Rules and this Contractor Checklist. Before commencing any work, ensure you fully understand and comply with the following. Safety is for everyone's protection.

1. You have provided to Council proof of adequate insurance cover for the following; Workers Compensation, Motor Vehicles and Mobile Equipment, Public Liability, Personal Accident (Self Employed Contractors only).
2. You have been provided with a copy of the Shire of Nannup's Occupational Safety and Health Policy and Safety Rules.
3. Contractors have ensured that any task requiring a qualification or license is allocated to the person or persons who can clearly identify themselves as having such qualification or license as required to complete the task.
4. All of your workers are provided with personal protective equipment.
5. First aid kits are provided in each of your work vehicles.
6. All of your workers are instructed in the use of items found in the first aid kits.
7. All of your workers are instructed in the use of available fire fighting equipment such as extinguishers, hoses and blankets.
8. All of your workers are aware of correct road signage procedures and adequate signage is available for the work.
9. All work places are kept in a clean and tidy condition.
10. All of your workers are aware that they must report any accident, near miss or hazardous situations.
11. All of your workers are aware of the following statement;

ANY CONTRACTOR OR THEIR EMPLOYEE, CONTRADICTING THE SHIRE OF NANNUP'S GUIDELINES AND POLICY MAY BE REQUIRED TO LEAVE THE PREMISES OR WORKSITE AND MAY BE REFUSED RE-ENTRY. THE SAID CONTRACT MAY BECOME NULL AND VOID.

Policy adopted by Council at its meeting of 26 October 2000

Policy reviewed by Council at its meeting of 26 February 2004

CONTRACTORS SAFETY AGREEMENT

On behalf of the contractor named below, I confirm that the Shire of Nannup has provided me with the following;

- Shire of Nannup's Occupational Safety and Health Policy
- Shire of Nannup's Safety Rules
- Shire of Nannup's Contractor Checklist

I understand that the above mentioned documents summarise the rules and conditions under which this contract has been granted.

I acknowledge that I and all persons employed by the Contractor are required to comply with the Shire of Nannup's operating rules and that failure to do so is sufficient grounds for cancelling the contract should the Council choose to exercise this option.

Contractors Name: _____

Company Name: _____

Business Address: _____

Telephone: _____ Mobile: _____

| | | |
|----------------------------------------------------|-------------|-------|
| Contractor Status: (Please tick as appropriate) | Employer | _____ |
| | Sole Trader | _____ |

| | |
|------------------------|-------|
| _____ | _____ |
| Contractor's signature | Date |

Insurances, qualifications and licenses viewed:

| | |
|-------------------------------------------------|-------|
| _____ | _____ |
| Responsible Officer (Shire of Nannup) signature | Date |

ATTACHMENT 4

General Conditions

Stalls/Sausage Sizzles/All prepackaged foodstuff from registered premises

1. If permission is granted to locate the stall/temporary food premises on a footpath, stalls should usually be sited on the outer side of the footpath except where there is insufficient room to set them up without obstructing pedestrian flow. Under no circumstances are pedestrians to be forced to use the road way.
2. They must not obstruct pedestrian or vehicular traffic nor restrict the viewing of shop windows at the site.
3. The stalls/temporary food premises must be kept clear of all fire hydrants and markers so that these are clearly visible at all times and the hydrants themselves are readily accessible to the Fire Service.
4. The stalls/temporary food premises must be adequately protected from sun, wind and rain, and if it is intended to offer foodstuffs for sale, the additional conditions relating to the sale of food must be observed (Attached: Conditions Temporary Food Premises)
5. All persons associated with the stall/ temporary food premises must comply promptly with any requests or instructions from Shire Officers or members of the Police Force.
6. At the conclusion of the day's activities the stall/ temporary food premises must be completely dismantled, all construction material removed from the public street and the site left in a clean and tidy condition.
7. Any damage caused to the public street will be made good by the Council at the expense of the stall organisers.
8. All liability for claims for damages that may arise from the positioning of the stalls/ temporary food premises on public footways rests with the holder of this permit.
9. The Shire has approved Council owned land and reserves, including road reserve and footpath areas of Warren Road and Brockman Street as permitted use for the purpose of market days held fortnightly between the hours 8am and 2pm.
10. Applicants are advised that they are to comply with the relevant legislative requirements, Food Act 2008 and Food Regulations 2009 and the Food Safety Standards Australia New Zealand, chapter 3.

ATTACHMENT 5

General Conditions Mobile Shops/Temporary Premises/Street Stalls

1. A suitable vehicle that has;
 - i. Non-absorbent readily cleaned interior finishes, including work surfaces and storage areas.
 - ii. Smooth flooring covered up the walls to a height of 75mm.
 - iii. Adequate lighting and ventilation.
 - iv. Sufficient size to facilitate orderly operations, storage and thorough cleaning.
2. A sink and hand basin with an adequate supply of hot and cold water be provided in the event of any food preparation being carried out on the vehicle or where unsealed food (other than food prepacked on registered food premises) is sold.
3. A tank to receive drainage water from any fittings as in (2) including suitable approved provision for discharging the waste water.
4. Adequate refrigeration for storage of readily perishable foods.
5. Any food sold from the vehicle must be prepared on registered food premises.
6. A suitable base for the vehicle for cleaning and servicing purposes.
7. Specific street sites for vehicle will require the prior approval of the Shire's Works Officer and Main Roads Board.
8. All applications for a Temporary Food Premises require the applicant to provide such information as is necessary for proper consideration of the application, including but not limited to:
 - i) Vehicle registration;
 - ii) Electrical certificate;
 - iii) LPG cylinder annual inspection certificate - from a registered craftsman gasfitter;
 - iv) A copy of the applicant's public indemnity or liability insurance.
 - v) Supplying (on request) the evidence of their good character (personal/business reference/s).
9. Must comply with the Food Act (2008) and Food Regulations 2009.

10. Any approval shall be valid for not more than one year from their date of issue and if not revoked may be renewed, however is not transferable to another person.
11. The approval applies only to the vehicle whose registration number is specified on the licence and shall carry the licence at all times while engaged in trading and shall show it to any Police Officer, or Shire Officer on demand.
12. The licensee or operator shall operate any temporary food premises in such a manner as to avoid causing any nuisance, annoyance or danger to any person.
13. The name of the licensee and details of the product for sale shall be displayed on any stall or vehicle used in connection with the mobile trading.
14. All LPG cylinders must be stored securely outside the temporary food premises and a total of no more than 100kg LPG nett content. If the temporary food premises are likely to be unattended at any time while in a public place, the cylinders shall be secured against tampering.
15. No premises shall locate within 50 metres of any intersection or pedestrian crossing where people visiting the site may be placed in danger.
16. The licensee or operator shall remove any litter from the surrounding area of the temporary food premises that has been generated by the activities of his/her operations.



| | |
|-----------------------|------------------------------|
| Policy Number: | LPP.016 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Overflow Camping Areas |
| Policy Owner: | Manager Development Services |

Authority Caravan and Camping Grounds Act 1995
 Caravan and Camping Grounds Regulations 1997
 Shire of Nannup Local Planning Scheme No3
 Shire of Nannup Health Local Laws 2003 cl2.4

Objective:

1. To provide additional areas for caravan and/or camping use during peak accommodation periods associated with community events.

Definitions:

Applicant: A community group or community organisation operating within the Shire of Nannup.

Facilities: The provision of additional toilets, ablution, fire services, rubbish and waste water disposal facilities in accordance with the minimum standards/conditions set by Council.

Nannup Recreation Ground: The area referred to as the "Old Hockey Grounds" within Reserve 9185 and situated between the main recreation centre building and Warren Road.

Nannup Foreshore Park: The area to the south of the amphitheatre structures along the discontinued railway reserve 24774 between the high water mark of the Blackwood River and the service track on the eastern boundary of the reserve.

Policy

2. Council will consider applications from organisations/community groups for the use of reserves in the town site for camping and/or caravan use only after it is demonstrated that both the Brockman Street and Balingup Road Caravan Parks are, or would be, fully booked due to seasonal factors or special events.

3. Should the applicant demonstrate full bookings then the Chief Executive Officer be authorised to permit camping in the Community Centre grounds, subject to:

- a. Camping must be confined to approved areas at the Nannup Recreation Ground or Nannup Foreshore Park or, where Council determines, any other site.
- b. All Bonds and Fees to be charged as resolved by Council (refer to Council's list of adopted Fees and Charges) to be paid at the time of submitting application.
- c. No open campfires or BBQs allowed.
- d. All costs of additional facilities/services are to be the responsibility of the applicant including drop off, pick up, cleaning or other servicing costs required.
- e. The overflow camping approval is only for the duration of the event and no more than three consecutive nights.
- f. Compliance with the Shire of Nannup's "Overflow Camping Facilities – Minimum Standards/Conditions attached.

Attachment:

1. Overflow Camping Facilities – Minimum Standards/Conditions

| | |
|----------------------------------|------------------------------------------------------------|
| Related Policies: | |
| Related Procedures/ Documents | Overflow Camping Facilities - Minimum Standards/Conditions |
| Delegation Level: | CEO, CEO to MDS |
| Adopted: | |
| Reviewed: | |



OVERFLOW CAMPING FACILITIES – MINIMUM STANDARDS/CONDITIONS

1. **Operative Period:** Camping is not to exceed three (3) nights.
2. **Facilities:** The facilities are calculated on an average of 4 persons per site. Note: two camping sites equate to “one site” and Vehicles providing own facilities (Toilets and Showers) maybe excluded from totals for facilities. (Attached basis for facilities)
3. **Site:** Tent/Camping Sites must have a minimum area of 25 square metres.
4. **Distances between Caravans, Camps & Buildings:** There is to be at least 3 metres between:
 - a. a caravan, annex or camp or camp or any other site
 - b. any building on the facility; or
 - c. an access road
5. **Access:** All weather two way road access to all caravan or camping sites shall be at least 6 metres wide, or one way 4 metres.
6. **Fire Prevention and Protection:** A fire management plan is to be prepared including and not limiting:
 - a. Fire breaks (In accordance with Fire Break Notice 2009/10).
 - b. Response and evacuation plan.
 - c. Provision for fire fighting, adequate volume of water on-site with appropriate appliances, or alternative arrangements.
7. **Rubbish:** There is to be at least one rubbish bin with a capacity of not less than 80 litres for every five sites. Bins will be emptied as necessary to prevent overflow of refuse or a nuisance being created.
8. **Potable Water:** An unlimited supply of drinking water is to be provided.
9. **Waste Water Disposal:** Having regard for the temporary nature of the facility, all waste is to be disposed of without causing a nuisance. Septic tanks and leach drains servicing the ablution and toilet facilities as per the Health Department of Western Australia requirements. The number of facilities for an overflow camping ground are as follows:

| No of Sites | Toilets | | | No of Showers each sex | No of Hand Basins each sex |
|-------------|-----------------|---------------------|-----------------|------------------------|----------------------------|
| | Male | | Female | | |
| | No of pedestals | mm of urinal trough | No of pedestals | | |
| 1-10 | 1 | 0 | 1 | 1 | 1 |
| 11-17 | 1 | 600 | 1 | 1 | 1 |
| 18-20 | 2 | 600 | 2 | 1 | 1 |
| 21-25 | 2 | 600 | 2 | 2 | 2 |
| 26-34 | 2 | 1200 | 2 | 2 | 2 |
| 35-50 | 2 | 1200 | 3 | 2 | 2 |
| 51-75 | | 1800 | 4 | 3 | 3 |
| 76-100 | 4 | 2400 | 5 | 4 | 4 |

Note:

1. In calculating the number of sites above, two camping sites are equal to one caravan site and for each 600mm of urinal trough, a toilet may be provided instead,
 2. Caravans or Recreational Vehicles containing independent toilet and ablution fixtures, with sufficient fresh water and waste-water storage capabilities can be excluded from calculations based on the above table, However, such vehicles shall be generally accommodated in a dedicated area and the supervisor must record the vehicle type and registration number.
 3. At least one hand basin must be provided in a toilet block for the use of each gender.
 4. Where the lot is used for no more than two consecutive nights per license period, the requirements for showers will not apply.
 5. An adequate supply of running water must be provided for all ablution facilities.
10. Supervision: As per "duties of license holder" provided with suitable on-site supervision. As a minimum, supervision must be provided when clients are booking-in and a phone help/contact number, which is accessible throughout the license period, must be posted for the notice of all patrons.



| | |
|----------------|------------------------------|
| Policy Number: | LPP.018 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Sign Policy |
| Policy Owner: | Manager Development Services |

Authority: Shire of Nannup Local Planning Scheme No3 c5.8.14.2 (a)

Objective:

1. To control the proliferation, quality, size, type and location of signage within the Shire of Nannup.

Definitions:

2. Nil

Policy

3. Council may, in accordance with the Shire of Nannup Local Planning Scheme No.3 provisions and the Shire of Nannup Advertising Signage Procedure LPP.019, approve advertising, directional or other signage on land within its district subject to the following conditions:

- a. A development application for the erection of signage is required to be submitted for approval;
- b. Full details, including the size, number of signs required, wording, colour/s, location and height above ground etc are to be provided as part of the application;
- c. Development approval is in addition to any other licence/approval required by the Council and/or other State Government agency.

| | |
|--------------------------------|-------------------------------------------------------------|
| Related Policies: | |
| Related Procedures/ Documents: | LPP.019 Advertising Signage Procedure |
| Delegation Level: | CEO, CEO to Manager Development Services, Building Surveyor |
| Adopted: | |
| Reviewed: | |



LPP.018: ADVERTISING SIGNAGE PROCEDURE

Procedure Purpose:

1. To control the type, size and location of advertising and other types of signage within the Shire of Nannup.

Introduction

2. Reference to signage outside of Council's control in this policy is made for information purposes only and all signage approvals that come under Council's control shall be in accordance with the Local Planning Scheme No.3 (LPS No3).

3. Some principles to be given consideration during the approval process are:

- a. A minimalist approach is taken aimed at signage clarity and reducing the proliferation of signs.
- b. That where signage that no longer fits into the policy is phased out and removed.
- c. That Council take into account the historic and garden village theme of Nannup when taking direction on this matter.
- d. That in reducing the proliferation of signs the large overall directional board developed opposite the Tourist Information Centre, is utilised as central facility.

4. Sign Categories:

- a. **Shire Signage:** Includes Street nameplates, directional signage such as "Arboretum" or nearby town directional signage such as "Manjimup", entrance statement signage, locality identifying signage, parking control signage including "school bus" signs, roadwork signage and tourism signage instigated by Council.
- b. **Road Reserve Directional Signage for Private Business:** Refers to generally blue/white or brown/white fingerboard type signage paid for by private businesses and located within a Council road reserve. Often appearing in "stacks" of signs.
- c. **Property Signage:** Control mechanism is LPS No3. Development control mechanisms are in place and cover commercial, industrial, residential and any other prevailing land use. Council's Manager Development Services administers Council's Local Planning Scheme.

- d. **Main Roads WA Regulatory & Directional Signage:** Controlled by Main Roads WA with limited input from local government and refers to speed signs, stop signs and almost all other regulatory traffic type signs. Large directional signs and all signage when on a main road come into this category. Council has no jurisdiction in this area.
 - e. **Temporary Event Signage:** Refers to advertising signage, generally in the road reserve, highlighting a specific event or occasion. May also include signage on private property. Examples include advertising for festivals, shows, sporting events and even banners across the main street. These signs are rarely consistent in style or size as they are normally privately made to suit an occasion.
 - f. **Portable Business Signs:** This signage refers to what are commonly known as "Sandwich Boards" or A-Frame type structures generally within the Nannup townsite. The signs are normally located within the road reserve in the main street of Nannup and are provided by business operators. Some signs exist outside of the townsite and can extend to larger informal structures. These signs are generally advertising more so than directional in nature.
 - g. **Advertising Information Boards:** Single location advertising just to the south and north of the Nannup townsite. Businesses pay for signage, which must be approved by Council.
 - h. **Industrial Zone Sexton Way:** A stack sign is provided at the Industrial Zone which businesses are to use double sided signs with blue/white or brown/white signage paid for by private businesses and located within a Council road reserve. No other signs are permitted in the Road reserve.
5. **Unclassified Signage:** Signage that does not come under any of the above categories a to f above is identified in this area. All signage in this category, if proposed to be positioned within a Council controlled road reserve must have the prior approval of Council before being erected.

Control Mechanisms

- 6. **Shire Signage**
 - a. Street nameplates are to be green lettering on yellow background with the flower symbol present as a standard feature.
 - b. Directional signs to other townsites are to be green with white lettering.
 - c. Service and community directional signs are to be blue with white lettering and must comply with any relevant legislation or standards in place.
 - d. Other Shire signage may be installed or removed from time to time at the full discretion of Council providing that all relevant legislative controls and standards are met.

8. Road Reserve Directional Signage for Private Business.

- a. All signage is subject to Council approval in accordance with this policy, which may be amended from time to time at Council's discretion.
- b. As responsibility for road reserves remains with Council, all signage approved per this policy is to be installed by Council's workforce and paid for by the applicant prior to ordering. Actual costs for materials and installation are to be charged including GST. No administration fee is applicable.
- c. Signage approved per this policy is to be white lettering on blue background, except in the instance of a bonafide tourist venture which is to be white lettering on a brown background. The determination of a "bonafide tourist venture" is at the sole discretion of Council with the onus on the applicant to demonstrate the tourist venture if a white on brown sign is requested.
- d. All directional signs shall be in accordance with the relevant Australian Standard. All symbols must be of approved international standards.
- e. Road verge directional signage must be non-advertising in nature.
- f. Directional signs along signposted routes are to be provided only where the road user is required to turn into another road to follow the route to the destination, or where turning into the destination itself. No directional signs are to be provided where the signposted route continues along the same road through intersections. Directional signs are to be placed opposite the intersecting road junction unless impractical to do so.
- g. Directional signs are to include the distance to a property on the sign if the property is more than one kilometre from the sign. The distances shall be listed on any sign stack in order from top to bottom, shortest distance at the top to longest at the bottom.
- h. Existing generally double-sided directional signs located in stacks at the following locations are permitted to remain until the business referred to ceases to exist, changes name, or the signage falls into a state of disrepair.
 1. Corner of Warren Road and Grange Road.
 2. Corner of Balingup Road and Grange Road.
 3. Corner of Warren Road and Kearney Street.
 4. Corner of Vasse Highway and Brockman Highway.
- i. There will be no charge to businesses who have "stack" signs replaced with similar signage at the Information Board opposite the Nannup Visitors Centre. Council reserves the right to still permit directional signage for businesses at current "stack" locations. A maximum of six directional signs is permitted at any one stack location.
- J. Directional signs shall be permitted outside of the Nannup townsite on the intersections of direct feeder roads to subject properties and within the road

reserve immediately adjacent to the subject property provided it does not interfere with service lines or road maintenance avenues. Warning signs not less than 100 metres and not more than 500 metres from the property on each side of the road are permitted.

- k. Directional signs are to be approved only if Council considers that the proposed location of the sign does not detract from the aesthetic values of the immediate locality.
- l. The Shire of Nannup is not responsible for the maintenance or upkeep of directional signage for private business (including theft or vandalism) approved per this policy.
- m. Council reserves the right to remove any directional signs should they fall into disrepair or are erected without Council approval.

9. **Property Signage:** Advertising signage located on buildings (private property) in the Central Business District is permitted in accordance with the LPS No3 and the principles of the Nannup Main Street Heritage Precinct Design Guidelines. Normal approval processes apply.

10. **Main Roads WA Regulatory & Directional Signage:** Council has no jurisdiction in this area and therefore no consideration is given to this aspect of signage per this policy.

11. **Temporary Event Signage.**

- a. Temporary event signage is permitted at the discretion of Council. The signage is permitted to be advertising or directional in nature. As the standards vary considerably in the types of signs requested to be erected for temporary events, Council shall consider each application on its merits. There shall be no charge for making any such application.
- b. The two main factors that Council is to take into account when assessing applications are principally safety and aesthetics.
- c. Each application must stipulate a timeframe that the sign is to display for and the location(s) where the signage will be.
- d. Council reserves the right to remove any temporary event signage that is erected without approval.
- e. Council will remove any temporary event signage at the applicant's expense if the signage has not been taken down two (2) weeks following an event.

12. **Portable Business Signs:** A portable sign is one that is not fixed to a building, post, wall, fence or the like and is located within the road reserve. The sign is to advertise a product or service available from that business and is in general immediately adjacent to its location. Where there is some distance between the

proposed advertising sign and the business location, Council may apply discretion in the approval process. The onus is on the applicant to justify to Council why a portable business sign(s) should be approved that is not immediately adjacent to a business. Portable business signs are subject to a once off approval from Council.

Specifications:

- a. Maximum overall height of sign is 900 mm.
- b. Maximum width of sign is 700 mm.
- c. Sign to be displayed only whilst business is open to the general public. (Sign is to be removed at the conclusion of trading.)
- d. Sign must not adversely impact on the flow of vehicles or pedestrian traffic on the street or footpath.
- e. A limit of one (1) sign per business.
- f. Sign must not contain any offensive material or wording.

Location

- a. Signs can be located in the following positions adjoining properties or at a location a greater distance away with Council approval.
- b. On the road reserve 'footpath' within 1 metre from the property boundary.
- c. On the road reserve 'footpath' within 1 metre from the road pavement or kerbing.

Application

- a. There is no standard application form and no fee payable to seek approval for portable signs. The applicant must pay for or manufacture the sign. In approving any portable sign application under this policy Council is to state the following in the approval letter:

"No claim shall be made against the Nannup Shire Council, its servants or agents (and any cost and expenses incurred as a result) through the erection, existence or operation of a portable advertising sign".

- b. Council's decision on approval shall be final.

Guidelines for Assessment

13. Council will assess applications received giving consideration to:
 - a. Proposed location.
 - b. Design, size, colours, wording content and shape.
 - c. Possible reduction in sight distance for vehicular traffic.
 - d. Affect that the proposed sign may have on the area's amenity.
 - e. Any distraction that the proposed sign may have on traffic.
 - f. Amenity and safety for both vehicular and pedestrian traffic.

14. **Existing Signs:** Existing signs at the time of policy adoption do not have to apply for a new approval provided that they comply with the specifications and locations contained within this policy. Business proprietors whose signs do not comply at the time of this policy adoption will be written to seeking compliance within a period of six (6) months of the date of policy adoption. If compliance is not achieved within that timeframe the signs will be removed.

15. **Non Compliance:** All portable signage that does not comply with this policy and is placed within the road reserve, or is not maintained to the satisfaction of Council will be removed.

16. **Advertising Information Boards:** Three locations are available for advertising using information boards:

- a. Structure opposite the Nannup Visitors Centre in Brockman Street.
- b. Current Information Board located just to the north of the Nannup townsite on Vasse Highway western side.
- c. Current Information Board located just to the south of the Nannup townsite on Warren Road western side.

17. Except where item 8.f of this policy applies, signage applications for space on any of the above information boards are subject to Council approval. All applicants must bear the cost of the sign, which is to be of a standard size to fit on the information board. All applications are to be considered by Council on their merits and Council's decision on approval is final. Signage depicting businesses not within the Nannup Shire district are not permitted.

18. **Unclassified Signage:** Unclassified signage includes signs that Council has no jurisdiction over or any other signage that Council may approve that does not come under any of the above categories. Examples include emergency service signage, community facility signage not initiated by Council, specific tourism attraction signage generally initiated by CALM or the WATC, fire control signage and other service authority signage such as water, electricity or telephone. Where applicable, Council approval processes apply.

AGENDA NUMBER: 10.3
SUBJECT: New Local Planning Policies
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: TPL 10
AUTHOR: Shane Collie – Chief Executive Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 13 April 2010

Attachments:

1. LPP 002 Private Stormwater Drainage Connections to Council's Drains Policy.
2. LPP 005 Consultation Policy.
3. LPP 006 Standard Development & Subdivision Conditions and Grounds for Refusal Policy.
4. LPP 008 Nannup Main Street Heritage Precinct Policy.

BACKGROUND:

Similar to agenda items 10.1 and 10.2 with the introduction of Local Planning Scheme # 3 (LPS 3), the opportunity presents itself to introduce new policies in order to appropriately manage and control planning issues within the district.

The proposed new policies are attached and would be familiar to elected members being issues that have arisen over a number of years that require adequate controls or standards to be put in place.

COMMENT:

LPP 002 Private Stormwater Drainage Connections to Council's Drains

This policy provides the specifications and guidelines for private landowners who wish to capture and redirect stormwater from their land into Council's stormwater drainage system.

There are a number of instances particularly within the Nannup townsite where water has been directed from private property into Council's stormwater drainage system which have been problematic. Stormwater from private property adds to the capacity of the drainage system and some controls need to be put in place to avoid the potential overloading of the system and the channelling of water into places where it is not desired.

Examples over recent years have included North Street and Struthers/Widdeson Street.

LPP 005 Consultation Policy

The Consultation Policy provides the guidelines for the level of advertising to be undertaken by Council when considering various proposals that may impact on an individual/s or on the wider community. The policy is designed to provide members of the community with an opportunity to lodge a submission on any matter that may have a detrimental impact on their lives.

LPP 006 Standard Development & Subdivision Conditions and Grounds for Refusal Policy

This policy is more procedural in nature in that it contains a set of standard conditions that can be utilised as a basis for imposing conditions of planning approvals. The detail is based on subdivision applications recommended conditions that the Western Australian Planning Commission (WAPC) may include within an approval issued by that authority.

LPP 008 Nannup Main Street Heritage Precinct Policy

Council commissioned Chris Antill Planning and Urban Design consultants in association with Sally Malone of Eighth Element Design to prepare the Nannup Main Street Heritage Precinct report in 2000.

Although Council consulted with land owners directly affected by the report and amended the report as late as September 2008, the guidelines have never formally been adopted by Council. That is they are not legally enforceable if indeed that is the position that Council wishes to take.

As it is not desired to have controls in place without the legal ability of enforcement Council is advised to adopt the Main Street Heritage Precinct guidelines as a Local Planning Policy. Additionally Council has directed that each owner be written to and this will need to be confirmed as a requirement again which is consistent with draft LPP 005 Consultation Policy.

STATUTORY ENVIRONMENT:

Under LPS 3 clause 2.4 (see below) Council will need to adopt the above Local Planning Policies for the purpose of advertising prior to final adoption.

"2.4.1 A Local Planning Policy shall become operative only after the following procedures have been completed:

- (a) the local government having prepared and adopted a draft Policy shall advertise the draft Policy by way of a notice published once a week for two consecutive weeks in a local newspaper circulating*

within the Scheme Area and by such other methods as the local government may consider appropriate to ensure notice of the draft Policy, giving details of where the draft Policy may be inspected, the subject and nature of the draft Policy and in what form and during what period (being not less than 21 days from the date specified in the notice) submissions may be made;

- (b) the local government is to carry out such other consultations as it thinks fit;*
 - (c) the local government is to review the draft Policy in the light of any submissions made and shall then resolve either to finally adopt the draft Policy with or without modification, or not to proceed with the draft Policy;*
 - (d) following final adoption of a Policy, notification of the final adoption shall be published once in a newspaper circulating within the Scheme Area; and*
 - (f) where, in the opinion of the local government, the provisions of any Policy affect the interests of the Commission, a copy of the Policy shall be forwarded to the Commission.*
- 2.4.2 *Copies of any Policy shall be kept and made available for public inspection at the offices of the local government.*
- 2.4.3 *Any amendment or addition to a Policy shall follow the procedures set out in (a) - (e) above."*

POLICY IMPLICATIONS:

This agenda item recommends the adoption for the purposes of advertising four new Local Planning Policies pursuant to LPS 3.

FINANCIAL IMPLICATIONS:

Council will incur the cost of advertising the intention to adopt the Local Planning Policies once Council passes the associated resolutions.

STRATEGIC IMPLICATIONS:

Council's draft Forward Plan 2010/11 to 2014/15 contains sub program 10.2 (Town Planning) with an Action Title:

"Develop and implement appropriate planning strategies in accordance with the relevant legislative parameters."

RECOMMENDATION:

That Council adopt the following Local Planning Policies for the purpose of advertising pursuant to LPS 3 clause 2.4:

- LPP 002 Private Stormwater Drainage Connections to Council's Drains Policy.
- LPP 005 Consultation Policy.
- LPP 006 Standard Development & Subdivision Conditions and Grounds for Refusal Policy.
- LPP 008 Nannup Main Street Heritage Precinct Policy.

VOTING REQUIREMENTS:



**SHANE COLLIE
CHIEF EXECUTIVE OFFICER**



| | |
|-----------------------|------------------------------------------------------------------------|
| Policy Number: | LPP.002 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Private Stormwater Drainage Connections to Council's Stormwater Drains |
| Policy Owner: | Manager Development Services |

Authority: Planning and Development Act 2005
 Local Government Act 1995 Sch 9.1.7
 Shire of Nannup Local Planning Scheme No.3

Objective:

1. To provide a control system for the installation of private drainage connections, within townsites, to Council's drainage pipelines, at a cost to the applicant.
2. To minimise maintenance issues with townsite drainage systems caused by private connections, to ensure that kerbs and pipelines are not damaged by unqualified and inexperienced installers and to provide a uniformed standard.

Definitions:

3. Townsite: Includes the subdivision of Lot 23 Brockman Highway ("Askino")

Policy

4. All land owners can apply to Council to connect their private stormwater drainage into any available Council drainage system on a street/road reserve or a drainage reserve or easement, but must make application and copy with the Council's specifications.
5. All applications are to be accompanied with a refundable bond of \$250 to ensure the approved work is in accordance with the approved plans and specifications. With new houses this will form part of the building permit process.
6. Drainage connections may be to an inlet pit/well liner or pipeline in the street verge. They may also be made to an open 'Vee' drain or to a properly shaped gap in the kerb line. Connections can also be made to a drainage Reserve or easement through private property provided the requisite approvals are acquired.
7. Any drainage pipe connecting from private property into a public Council controlled piped drainage system will require the installation of a manhole/silt trap to be situated and built within the private property prior to connection into Council's system, to stop any silt or debris from entering the pipeline system.

8. All maintenance of the silt trap is the landowners responsibility and Council will not accept any liability for any damage or failure of the silt trap.

9. There are various other services on the road reserve, eg power, water supply, sewer, telephone cables etc. Whoever installs the private drainage connection is totally responsible for checking the location of these services and for any liability if damage is done to them.

10. Council is not responsible for damage done to private drainage pipes on street verges by other groups, individuals or service authorities.

11. If the drainage plumber or builder declines to make good any lack in meeting Council's requirements, then Council shall retain the \$250 bond and use its own staff to complete the works.

12. Council shall allow a private drain pipe connection to be cut into the existing kerbing of a street to allow the water to drain down the kerb face if the pipe is of a small diameter (approximately 90mm) and the connection makes use of a standard commercial shaped drainage fitting to match the kerb profile.

| | |
|----------------------------------|----------------------------------------------------|
| Related Policies | LPP.003 Installation of a Crossover Policy |
| Related Procedures/ Documents | Shire of Nannup Stormwater Management Procedure |
| Delegation Level | CEO, CEO to WM |
| Adopted | |
| Reviewed | |



Local Planning Policy 002: Stormwater Management Procedure

1. Stormwater from buildings and surface water run off is the responsibility of the owner to manage and contain on their property. The Building Code of Australia (BCA) has standards (3.1.2.5), to protect the building from water damage. In the Shire of Nannup, about 900mm of rain falls on each square metre of land in a year. For the average house lot (1012m²) this is 911,000 litres that needs to be controlled. In clay soils in newer urban areas a stormwater system is available to connect to, to help with stormwater management.

Residential

2. Where there is no available stormwater system to connect to, you will need to provide 1m³ of on-site storage for every 100m² of impervious surface, which is the total of all roofs, paving and driveways. As a guide a 900 x 900 soakwell will hold about 0.5m³. Where a stormwater connection system is available, the landowner is required to provide a silt trap on the property side of the connection point (*see diagram below*).
3. Gutters and downpipes need an overflow relief in the event of a blockage in the stormwater system. The gutter may be designed to prevent flooding, and downpipes should not be directly connected to the stormwater pipes below ground, without some means of escape.
4. Sub soil drains are required to be connected to the stormwater disposal system. These pipes need to work efficiently for the structural integrity of your house, so maintenance is essential.
5. Paving around the house needs to be a minimum 50mm below the house floor level, and slope down a minimum 25mm in the first metre away from the building. Some paving areas may also need to be connected to a drainage system, depending on the landscape.
6. Driveways that fall towards the street need to have a stormwater grate at the edge of the property to catch the run off.

Commercial

7. Commercial developments need to manage stormwater on site, and because of the large areas of impervious surface, the design of the system will usually need to be slowly released to the street system where available, through a slow release silt trap. The design would usually require a professional consultant or engineer.

8. All storm water pipes from private property that have been approved to discharge into Council storm water drainage system must be connected via a storm water grate as detailed below:

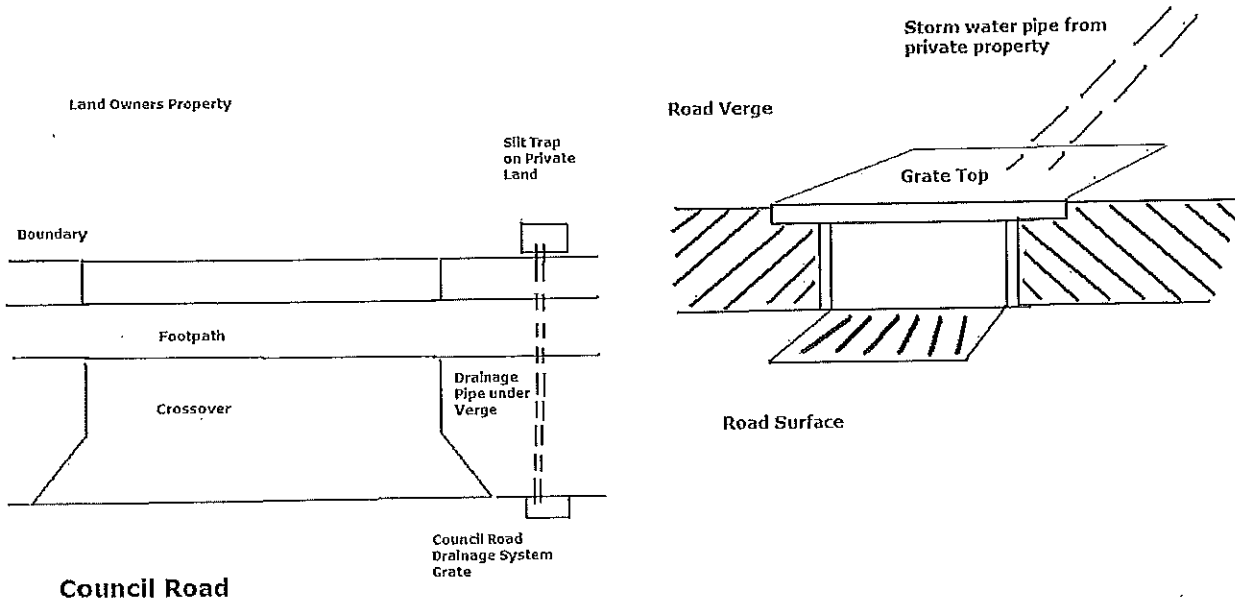
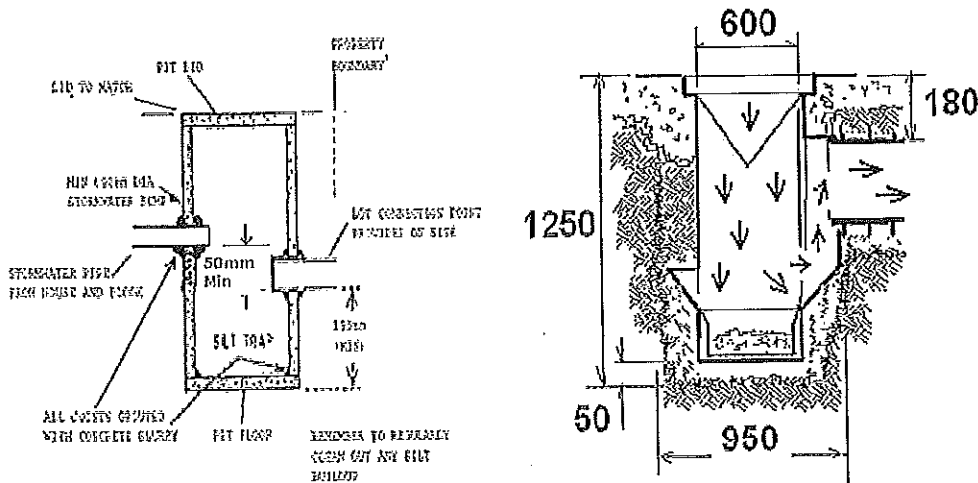


Diagram 2: Residential Silt Trap

Commercial Pollutant Arrestor Pit





| | |
|-----------------------|------------------------------|
| Policy Number: | LPP.005 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Consultation Policy |
| Policy Owner: | Manager Development Services |

Authority Local Government Act 1995
 Planning & Development Act 2005
 State Planning Policy 3.1 Residential Design Codes (Variation 1) s6.3.2
 State Planning Policy 3.1 Residential Design Codes (Variation 1) Part 4
 Shire of Nannup Local Planning Scheme No.3 (LPS No3)

Objectives:

1. The objectives are to:
 - a. Develop a method of identifying the level of impact of Council proposals and functions;
 - b. Clearly define the level of consultation relevant to Council issues;
 - c. Detail the requirements for consultation based on the level of impact;
 - d. Outline the process Council will use when undertaking consultation and considering submissions.
 - e. Clearly define the levels of consultation required for a range of Shire functions in order for the community to be kept informed, comment on and respond to issues and proposals and gain a sense of ownership of key Council functions and activities.

Definitions:

2. The following definitions are relative to this policy:
 - a. **Adjoining:** Refers to any land or owner of land which abuts an application site or is separate from it only by a pathway, driveway or similar thoroughfare.
 - b. **Affected Person:** means a person who owns land:
 1. that adjoins an application site; or
 2. the enjoyment of which may be detrimentally affected by the use of an application site or the erection of a building on an application site.
 - c. **Development:** Means the development or use of any land, including any demolition, erection, construction, alteration of or addition to any building or

structure on the land and the carrying out on the land of any excavation or other works and, in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies, also includes any act or thing that –

1. is likely to change the character of that place or the external appearance of any building; or
 2. would constitute an irreversible alteration of the fabric of any building.
- d. **Land:** Includes any building or part of a building created on the land.
- e. **Neighbouring Land:** Any land, other than adjoining land which may be detrimentally affected by the use of an application site for the creation of a building on an application site (and includes properties in a neighbouring local council area).
- f. **Notification:** Written advice provided by Council in accordance with the requirements of the policy, however does not provide persons notified with an opportunity to formally respond to, and comment on, the information conveyed.
- h. **Submitters:** Those affected persons who have provided written comment on a proposal within the formal comment period or shortly thereafter at the discretion of Council.
- i. **Works:** Any physical alterations made to land or property within the municipality, either by Council or a government agency, or third party authorised by the relevant agency.
- j. **Approval Types** - In relation to Schedule 1 (in particular under the Health and Planning sections), any reference to the following letters has the following definition:
- “P” means that the use is permitted by the Scheme providing the use complies with the relevant development standards and requirements of the Scheme.
- “D” means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.
- “A” means that the use is not permitted unless the local government has exercised its discretion and has granted planning approval after giving special notice in accordance with clause 9.4.
- “X” means a use that is not permitted by the Scheme.

Policy

3. The minimum level of consultation used by Council shall relate to the extent of community impact or interest associated with the proposed development, project or Council works, and shall be selected according to the following categories:

- a. **Level 1 NO CONSULTATION (approval type 'P' or 'X')**
 1. No predicable detrimental impact on the character or amenity of the immediate or general locality likely;
 2. Consultation is not required or is precluded under relevant legislation;
 3. Consultation has previously occurred, and only minor modifications or modifications that address previous concerns raised are proposed.

- b. **Level 2 – ADJOINING LANDOWNER COMMENT (approval type 'D' or 'A')**
 1. Development, use or works involve additions or alterations that are visible or have an apparent impact on the owner or occupier of land immediately adjacent to the side of the property affected.
 2. Statutory requirements for notification exist (SPP 3.1 Residential Design Codes Part 4).

Method of Consultation

1. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgement of any submissions.
 2. Where the land owner/occupier is consulted by the proponent of a development proposal, evidence of the acceptability of the proposal shall be provided by way of a signed letter of no-objection and endorsement by way of no objection comment, signature, printed name and full address on a copy of the plan(s) submitted for approval.
- c. **Level 3 – SURROUNDING (NEARBY) PROPERTIES COMMENTS (approval type 'D' or 'A')**: Development, use or works involve potential detrimental impacts on the land adjoining the application site or other neighbouring land, the use or enjoyment of which may be affected by the proposal.

Method of Consultation

1. The owners/occupiers of properties determined as being potentially affected by a development proposal will be consulted in writing providing a minimum of 14 days for the lodgement of any submissions.
2. Dependent upon the level of impact in the area, the Shire may also publish a notice of the development proposal in a paper, published weekly, that

provides coverage of the Nannup Shire inviting comment/submissions within a specified period.

- d. **Level 4 – LOCALITY/SHIRE WIDE & STATE WIDE (approval type 'D' or 'A')**
Development, use or activities that are likely to affect the amenity, character or function of an area greater than surrounding properties including the whole Shire, proposals, projects or Council functions that are of Shire-wide, Regional or State significance.

Method of Consultation

The Shire may give notice or require the applicant to give notice in the following manner:

1. Publish a notice of the development proposal in a paper, published weekly, that provides coverage of the Nannup Shire or where State-wide notification is required, the West Australian newspaper;
2. Arrange for a sign or signs (A3 or larger as required by the Shire) to be placed in a prominent position(s) on the development proposal site;
3. Consult with the owners/occupiers of properties determined as being potentially affected by a development proposal (in writing) providing a minimum of 21 days for the lodgement of any submissions;
4. Consult with the owners/occupiers of land beyond the foregoing areas where, in the opinion of the Shire, there will be an impact; and
5. Consult as necessary with other affected government agencies or statutory authorities as the case requires, drawing attention to the form of the development proposal and inviting comment within a period not being less than 21 days or, where appropriate, such longer period as may be necessary.

Functions and Proposals Subject To Consultation

4. Schedule I outline the matrix upon which the appropriate level of consultation with affected persons and the community may be determined, for key Council activities and types of development. Where proposals occur that do not clearly fall within the matrix, or where circumstances indicate that the standard level would not be appropriate, the criteria outlined above shall be used to establish the consultation process required.

Consultation Procedure

5. The consultation procedure shall be undertaken in the manner outlined in this policy. Council shall work towards the introduction of a web-based process and on-line availability of information or relevant issues and proposals, including the ability to make submissions on standard forms via the internet, at which stage the policy shall be reviewed to incorporate this option into the relevant levels of consultation.

Consideration of Submissions

6. Upon closure of the comment period the following actions are to be undertaken by the responsible officer:

- a. Write to all submitters acknowledging receipt of the submission, and advise of the process of determining the issue or action. Where appropriate, this requirement may be replaced by an advert in the local weekly newspaper with written notification to those outside the circulation area, in which case written notification to submitters after the decision is made should be undertaken by the responsible officer.
- b. All submissions received will be summarised into issues and scheduled in accordance with Schedule II. These will be taken into account in the determination of the issue or action, and recommendations/decisions made in accordance with the level of officer delegation relevant to the proposal.
- c. When a decision is to be made by Council (as distinct from a delegated officer), a summary, schedule or the actual submission(s) received will be taken into account by the Council in determining the action to be taken.
- d. The delegated officer will advise, through writing, advertising or writing the Council minutes, as appropriate, the reason(s) by which a decision has been reached. Reasons may be given in general or specific terms, depending on the nature of the matter.

7. Council has a responsibility to consider the Economic, Social and Environmental impacts of any proposal. Specifically matters to be taken into account in the consideration of submissions are outlined in LPS No3 cl 10.2 as follows:

- a. the aims and provisions of this Scheme and any other relevant town planning scheme(s) operating within the Scheme Area;
- b. the Local Planning Strategy;
- c. the requirements of orderly and proper planning including any relevant proposed new town planning scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;
- d. any approved Statement of Planning Policy of the Commission;
- e. any approved Environmental Protection Policy under the Environmental Protection Act 1986;
- f. any relevant policy or strategy of the Commission or any relevant planning policy adopted by the Government of the State;
- g. any Local Planning Policy adopted by the Council under the provisions of clause 2.4, any heritage policy statement for any designated Heritage Area adopted

- under clause 7.2, or any other plan or guideline adopted by the local government under the Scheme;
- h. in the case of land reserved under the Scheme, the ultimate purpose intended for the reserve;
 - i. the conservation of any place that has been registered in the Register of Places under the Heritage of WA Act 1990, or which is subject of an order under Part VI of the Heritage of WA Act, or which is included in the Heritage List under clause 7.1, and the effect of the proposal on the character or appearance of a Heritage Area;
 - j. the compatibility of a use or development within its setting;
 - k. any social issues that have an effect on the amenity of the locality;
 - l. the cultural significance of any place or area affected by the development;
 - m. the likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;
 - n. whether the land to which that application relates is unsuitable for the proposal by reason of it being, or likely to be, subject to flooding, inundation, subsidence, landslip, bush fire or any other risk;
 - o. the preservation of the amenity of the locality;
 - p. the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;
 - q. whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;
 - r. the amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
 - s. whether public transport services are necessary and, if so, whether they are available and adequate for the proposal;
 - t. whether public utility services are available and adequate for the proposal;
 - u. whether adequate provision has been made for access for pedestrians and cyclists;
 - v. whether adequate provision has been made for access by disabled persons;
 - w. whether adequate provision has been made for the landscaping of the land to which the planning application relates and whether any trees or other vegetation on the land should be preserved;
 - x. whether the proposal is likely to cause soil erosion or land degradation;
 - y. the potential loss of any community service or benefit resulting from the planning approval;
 - z. any relevant submissions received on the application;

- aa. the comments or submissions received from any authority consulted under sub-clause 10.1.1; and
- bb. any other planning consideration the local government considers relevant.

Cost of Consultation

8. The full costs of the consultation requirements specified within this policy are to be met by the applicant/proponent. In the case of Level '4' Development Application, the applicant shall be responsible for construction and display of the signage to the specifications outlined in Category Level 4 and Appendix I.

Performance Indicators

- 9. Council will determine compliance with this policy by evaluating:
 - a. Compliance with statutory time periods and procedures for assessment of applications.
 - b. Number of complaints received due to lack of information on proposed developments and Council works and activities.
 - c. No instances noted in the annual audit or compliance return where statutory advertising requirements have not been met.

Attachments:

- 1. Schedule 1- Consultation Levels
- 2. Schedule 2- Schedule of Submissions
- 3. Appendix 1 - Specification of sign for Proposal/Development Plan

| | |
|----------------------------------|-------------------------|
| Related Policies: | |
| Related Procedures/ Documents | |
| Delegation Level: | CEO, CEO to MDS, MCS,WM |
| Adopted: | |
| Reviewed: | |

SCHEDULE 1

Consultation Levels

| FUNCTION | CONSULTATION LEVEL |
|-------------------------------------------------------------------------------------------------------------------|--------------------|
| BUILDING | |
| Building applications | 1 |
| Assessment of structures on boundaries (SPP 3.1 s6.3.2) | 2 |
| Demolition - licences outside of townsites | 1 |
| - licences within townsites | 2 |
| - Heritage building/structure | 3 |
| Signage | 1 |
| PROPERTY MANAGEMENT | |
| New community buildings/facilities | 4 |
| Shire catchment function | 3 |
| - Local catchment function | 3 |
| Refurbishment of buildings | 2 |
| - Non-Heritage | 2 |
| - Heritage | 4 |
| Disposal of community building or Council property | 2 |
| - Non-Heritage | 2 |
| - Heritage | 4 |
| Use or development of Council reserves where planning approval not required. | 1 |
| - Consistent with approved plans or strategies. | 1 |
| - not associated with approved plans/strategies. | 3 |
| Change of use of Council buildings/properties – Minor | 1 |
| - Major | 3 |
| ENGINEERING/WORKS | |
| Forward infrastructure management programs (5 year Program) | 4 |
| Road and works construction manual | 4 |
| Road resurfacing | 1 |
| Reconstruction and new construction works | 2 |
| 1. consistent with annual programming and involving no significant detrimental impacts on the immediate locality; | 2 |
| 2. likely to have significant detrimental impacts on the locality beyond those already notified; | 4 |

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 3. minor works (excluding normal maintenance) not associated with annual programming where no detrimental impacts on the locality are likely. | 2 |
| HEALTH | |
| Offensive Trades | 2 |
| Public events & concerts | 4 |
| - 'A or D' * uses or likely detrimental impacts on the locality | 1 |
| - 'P' * uses where unlikely to involve detrimental impacts on the locality | |
| PLANNING | |
| Local Planning Scheme Review | 4 |
| Local Planning Strategies | 4 |
| Management Plans (Local) | 4 |
| Outline Development Plans & Structure Plans – Minor | 3 |
| - Major | 4 |
| Scheme Amendments | 4 |
| Subdivision Referrals | 3 |
| Development – 'P' or 'X' * Uses | 1 |
| Development 'D' or 'A' * Uses | 2 |
| - where there are likely detrimental impact to surrounding landowners | 1 |
| - Where there is no likely detrimental impact to surrounding landowners | |
| Development - 'A or D' * Uses | 2 |
| - where impacts are confined to adjoining properties and the immediate vicinity of the proposal. | 3 |
| - Where impacts affect the broader locality, in addition to adjoining properties. | 3 |
| - All development applications (other than for a single dwelling and associated outbuildings) shall be referred to the Water Corporation, Water and Rivers Commission, FESA and the Health Department of WA as appropriate for their consideration and comment prior to Council determining the application. | |
| Bed and Breakfast | 2 |
| Extractive Industries | 3 |
| CORPORATE | |
| Policy/Local Laws | 3 |
| - Local impact or involves specific user groups | 4 |
| - Shire/State/Regional impacts | 1 |
| Reserve use permits | |

| | |
|--------------------------------------------------------------------------------------------------------------|---|
| Changes to Council function/service provisions (eg Recreation Centre and Library opening times, prices etc.) | 2 |
| Forward Plan – development | 4 |
| Forward Plan - statutory advertising period | 4 |
| New rating structure or format | 4 |
| Advertising of rates, annual proposal | 4 |
| Specific area rates | 4 |
| Budget – advertising | 4 |
| Loan proposals not in budget (advertising local) | 4 |
| Plans and Strategies | 4 |
| - Council functions impacting on the Shire in general; | 3 |
| - impacting on specific sectors of the community (eg. Youth, disabilities etc) | |
| Community managed projects involving Council, which impact on other sectors. | 3 |

* As defined under the Shire of Nannup Local Planning Scheme No. 3 Section 4.3.2.

SCHEDULE 2

Schedule of Submissions

PROPOSAL:
FILE No.:
APPLICATION/REFERENCE No.:
COMMITTEE:
DATE:

TOTAL No. SUBMISSIONS:
FOR:
AGAINST:
INDIFFERENT:

ISSUE (CATEGORY)

| SERIAL | COMMENTS RAISED | FREQUENCY (OPTIONAL – NATURE OF SUBMISSIONS) | OFFICER COMMENT |
|--------|-----------------|----------------------------------------------------|--------------------|
| | | | |
| | | | |
| | | | |
| | | | |

APPENDIX 1

Specification of Sign for Proposal/Development Plan

SIZE: 1.8m x 0.9m the base to be at least 1.25m from the ground.

WORDING: As below

LETTER SIZE & COLOUR:

- a. the words: *SHIRE OF NANNUP* and *SUBMISSIONS CLOSE* are to be in black lettering 10cm in height;
- b. the proposal is to be in red lettering 15cm in height;
- c. the remainder of the wording is to be in black lettering 5cm in height.

EXAMPLE:



**SHIRE OF NANNUP LOCAL PLANNING SCHEME No.3 c9.4.3(c)
OUTLINE PROPOSAL/DEVELOPMENT PLAN**

(LOT: ... STREET NAME: CERTIFICATE OF TITLE:)

(NAME OF PROPOSAL)

PROPOSAL/PLANS CAN BE INSPECTED AT COUNCIL'S OFFICES, 15 ADAM STREET, NANNUP DURING NORMAL WORKING HOURS. ANY COMMENTS FOR OR AGAINST THIS PROPOSAL/DEVELOPMENT PLAN ARE TO BE MADE IN WRITING AND SHOULD BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER, SHIRE OF NANNUP, PO BOX 11, NANNUP, WA, 6275 INCLUDING REFERENCE NO: (.....)

SUBMISSIONS CLOSE: (4PM on the of 20XX)



| | |
|-----------------------|--------------------------------------------------------------------------------------|
| Policy Number: | LPP.006 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Standard Development Conditions & Grounds of Refusal and Subdivision Comments Policy |
| Policy Owner: | Manager Development Services |

Authority: Local Government Act 1995
 Planning and Development Act 2004
 Shire of Nannup Local Planning Scheme No. 3

OBJECTIVE

1. To ensure that conditions of planning approval are applied in a consistent format, are recognised publicly and reflected in Council officers' reports and the minutes of Council.

POLICY

2. The following conditions of approval, within the scope of Local Planning Scheme No. 3 and relating to matters of land use, development and subdivision represent the Standard Conditions of Council.

(Note: Where a Standard Condition includes the annotation "()" the appropriate number of vehicle parking bays, physical area of landscaping, number of days, etc. specific to the proposed development shall be inserted.)

| USE AND DEVELOPMENT | PAGE |
|---------------------------------------------------------------------------|-------------|
| PLANNING | 6 |
| CONDITIONS TO BE INCLUDED ON ALL DEVELOPMENT APPROVALS | 7 |
| pc1 Development is to be in accordance with the approved Development Plan | 7 |
| pc2 Building licence application | 7 |
| pc2a Building licence application (date) | 7 |
| pc2b Occupation or use | 7 |
| STANDARD PREAMBLE FOR REFUSAL | 7 |
| Pr1 Delegated Preamble | 7 |
| Pr2 Council Decision | 7 |
| BUILDING/DEVELOPMENT | 8 |
| pc3 Plans required – finished floor levels | 8 |
| pc4 Matching colours/texture | 8 |

| | | |
|---------------------------------------------------------------------------|------------------------------------------------------|-----------|
| pc5 | Geotechnical Report | 8 |
| pc6 | Dust Management Plan | 8 |
| pc7 | Compaction and stabilisation | 8 |
| pc7a | Permanent enclosed storage | 8 |
| PARKING AND ACCESS | | 8 |
| pc8 | Minimum carparking | 8 |
| pc9 | Legal Agreement | 8 |
| pc10 | Sealed parking and manoeuvring areas | 9 |
| pc11 | Disabled Parking | 9 |
| pc12 | Parking Cash-In-Lieu | 9 |
| pc13 | Contribution | 9 |
| DRAINAGE AND FILLING | | 9 |
| pc14 | Stormwater Plans (Council drain) | 9 |
| pc15 | Stormwater Plans (On site) | 9 |
| pc16 | Contribution - Stormwater | 10 |
| pc17 | Filling | 10 |
| LANDSCAPING / FENCING / SCREENING | | 10 |
| pc18 | Landscape Plan | 10 |
| pc19 | Landscaping and reticulation to be established | 10 |
| pc20 | Landscaping to be upgraded | 10 |
| pc21 | Fencing details | 10 |
| pc22 | Screening of private yards | 10 |
| pc23 | Screen walls | 11 |
| pc24 | Feature fence | 11 |
| HEALTH AND AMENITY (Also see Health section's Standard Conditions) | | 11 |
| pc25 | Means and method of providing a potable water supply | 11 |
| pc26 | Connection to a reticulated water supply | 11 |
| pc27 | Suitably screened bulk bin area for refuse | 11 |
| pc28 | Suitably screened bulk bin area for recycling | 11 |
| pc29 | Oil/flammable discharge | 11 |
| pc30 | Animal wastes | 11 |
| pc31 | Installation of an approved effluent disposal system | 11 |
| pc32 | Connection to a reticulated deep sewer | 12 |
| pc33 | Provision of clothes drying facilities | 12 |
| pc34 | 240 litre mobile garbage bin per dwelling | 12 |
| MISCELLANEOUS CONDITIONS OF APPROVAL | | 12 |
| pc35 | Amalgamation of all the lots | 12 |
| pc36 | Recyclable bin enclosure | 12 |
| pc37 | Bicycle parking facilities | 12 |
| pc38 | Disabilities access | 12 |
| pc39 | No storage on roads etc. | 12 |
| pc40 | No occupation under 55 years of age | 13 |

| | | |
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PLANNING

CONDITIONS TO BE INCLUDED ON ALL DEVELOPMENT APPROVALS

pc1 Development is to be in accordance with the approved Development Plan
All development is to be in accordance with the approved Development Plan dated (attached), including any amendments placed thereon by the Shire of Nannup and except as may be modified by the following conditions.

pc2 Building licence application
A building licence application under the provisions of the Local Government Miscellaneous Provisions Act must be submitted to and approved by the Shire of Nannup prior to the commencement of any on-site works whatsoever.

pc2a Building licence application (date)
A building licence for the development should be obtained prior to (date two years from date of this advice). This Planning Approval lapses if a building licence for the development has not been obtained by (date two years from date of this advice). Further to this, if the development is not substantially commenced in accordance with the building licence by (date two years from date of this advice), then this Planning Approval lapses at that date. With the permission of the Shire of Nannup, this Planning Approval may be extended.

pc2b Occupation or use
Occupation or use of the development shall not occur until the Shire of Nannup has issued, to the owner, a written Permit to Use for the development.

Staff Advice Note: Footnotes fn2 and fn11 should be placed on all delegated decisions. Footnotes fn2 and fn12 should be used for Council decisions.

STANDARD PREAMBLE FOR REFUSAL

Pr1 Delegated Preamble
Reference is made to your development application dated where by you proposed the use / development of on Lot .
Following an assessment in accordance with the provisions of Local Planning Scheme No. 3 and relevant Shire Policies, you are advised that the Shire of Nannup hereby refuses your application for the following reasons:

OR

Pr2 Council Decision
At its meeting held on , Council resolved to refuse the application for the following reasons:

BUILDING/DEVELOPMENT

- pc3 Plans required – finished floor levels**
Plans submitted with the building licence are to show finished ground levels and finished floor levels to the satisfaction of the Shire of Nannup.
- pc4 Matching colours/texture**
The design, materials and colours of both the existing and proposed development are to be matched to the satisfaction of the Shire of Nannup. Details to be submitted prior to or with the building licence application.
- pc5 Geotechnical Report**
A geotechnical report covering the development area being prepared by the applicant at the applicant's cost and to the satisfaction of the Shire of Nannup. The report to be lodged with the building licence application, together with certification from a structural engineer that the design is suitable for the site conditions as outlined in the geotechnical report.
- pc6 Dust Management Plan**
A Dust Management Plan to be prepared prior to issue of a building licence and implementation of that Plan be undertaken at each and every stage of the development of the site to the satisfaction of the Shire of Nannup.
- pc7 Compaction and stabilisation**
Compaction and stabilisation must be carried out to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.
- pc7a Permanent enclosed storage**
Each dwelling shall be provided with a permanent enclosed storage area of at least 4.0m² and a minimum width of 1.5m, accessible from and compatible with the overall development to the satisfaction of the Shire of Nannup.

PARKING AND ACCESS

- pc8 Minimum carparking**
The provision on-site of a minimum number of carparking bays. The parking area(s), driveway(s) and point(s) of ingress and egress [including crossover(s)] to be designed, constructed, sealed, drained, marked and thereafter maintained to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.
- pc9 Legal Agreement**
Submission and approval of a legal agreement, at the applicant's expense (including legal expenses incurred by the Shire of Nannup) and to the satisfaction of the Shire of Nannup and its solicitors, to facilitate reciprocal rights of vehicular

access and carparking between Lot(s) _____ and Lot(s) _____ in which the Shire's interests are protected prior to issue of a building licence.

pc10 Sealed parking and manoeuvring areas

All parking and manoeuvring areas to be bitumen sealed, concrete or brick paved to the satisfaction of the Shire of Nannup prior to issue of a Permit to Use. Details to be submitted with building licence application.

pc11 Disabled parking

disabled parking bay(s), located convenient to the building entrance and with a minimum width of 3.6 metres, to be provided to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

pc12 Parking Cash-In-Lieu

Payment of cash-in-lieu and associated costs of the valuation fees for parking bays not provided on-site in accordance with the provisions of Local Planning Scheme No. 3 to the issue of a building licence.

Staff Advice Note:

When using this condition, also include Footnote fn14.

pc13 Contribution

A contribution of \$ _____ being made to the Shire of Nannup prior to the issue of a building licence for the construction/upgrading of _____ as required as a direct consequence of the development.

DRAINAGE AND FILLING

pc14 Storm water Plans (Council drain)

Plans submitted with the building licence application are to show details of storm water and roof run-off disposal to the satisfaction of the Shire of Nannup. (On-site retention to be at 1m³ per 100m² of impervious area). Connection to the Shire's system shall be via a silt trap and will incur a connection fee of \$ _____ (inclusive of GST) and the fee must be paid prior to issue of a building licence).

Staff Advice Note:

This condition is used for urban developments where a Council drainage system is available.

pc15 Storm water Plans (On site)

Plans submitted with the building licence application are to show details of storm water and roof run-off disposal to the satisfaction of the Shire of Nannup (on-site retention to be at 1m³ per 100m² of impervious area).

Staff Advice Note: This condition is used for non-urban developments where no Council drainage system is available.

pc16 Contribution - Storm water

A contribution of \$ being made to the Shire of Nannup prior to issue of a building licence towards the construction/upgrading of the drainage system for the locality, to facilitate drainage of the development.

pc17 Filling

Filling of the site, other than that directly necessary for the development as approved under a building licence, is prohibited.

LANDSCAPING / FENCING / SCREENING

pc18 Landscape Plan

The submission of a landscape plan to the satisfaction of the Shire of Nannup. The Plan should indicate the location and species of all trees to be removed and/or retained; the location and type of fencing to be installed; the location and type of reticulation to be installed; and the location and type of paving to be installed.

The Plan should also include a plant schedule nominating each species, the spacings of each species, the numbers of plants required; and the size of each plant to be used at the time of planting, together with the anticipated height of each plant at maturity. The Plan should identify and include any adjoining road verges. The Plan must be submitted and approved prior to the issue of a building licence.

Pc19 Landscaping and reticulation to be established

Landscaping and reticulation to be established in accordance with the approved plan(s) prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Nannup.

pc20 Landscaping to be upgraded

Landscaping to be upgraded, in accordance with an approved plan, prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Nannup.

pc21 Fencing details

The design, materials and colours of all fencing are to be to the satisfaction of the Shire of Nannup. Fencing should generally consist of a minimum 1.8 metres in height (except for within frontages) and should compliment the development and be designed to protect the amenity of adjoining dwellings. Details to be submitted prior to or with the building licence application.

pc22 Screening of private yards

The private yard areas to be identified on the building licence plan, these areas to be suitably screened from adjoining unit(s) and the street prior to occupation of the development. Details to be submitted with building licence application.

pc23 Screen walls

All screen walls to be a minimum of 1.8 metres in height and to be designed and constructed to the satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.

pc24 Feature fence

The fence along the front boundary of the lot being a feature fence and to be designed and constructed to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

HEALTH AND AMENITY (ALSO SEE HEALTH SECTION'S STANDARD CONDITIONS)

pc25 Means and method of providing a potable water supply

Details of the means and method of providing a potable water supply to be submitted to, and approved by, the Shire of Nannup prior to the issue of a building licence.

pc26 Connection to a reticulated water supply

The development being connected to a reticulated water supply to the satisfaction of the Water Corporation prior to occupation of the development.

Pc27 Suitably screened bulk bin area for refuse

The provision of a suitably screened bulk bin area for refuse to the specifications and satisfaction of the Shire of Nannup prior to occupation of the development. Details to be submitted with the building licence application.

Pc28 Suitably screened bulk bin area for recycling

The provision of a suitably screened bulk bin area for recycling to the specifications and satisfaction of the Shire of Nannup prior to occupation of the development. Details to be submitted with the building licence application.

Pc29 Oil/flammable discharge

Where petrol, benzene or other inflammable or explosive substances or grease, oil or greasy / oily matter is likely to be discharged, a sealed wash down area and a petrol and oil trap must be installed. Such a system to be connected to an approved leach drain system. Details to be submitted with the building licence application.

pc30 Animal wastes

All animal wastes being disposed of in a manner suitable to the Manager, Development Services and the Health Department of WA. Method(s) to be approved prior to issue of a building licence.

pc31 Installation of an approved effluent disposal system

The installation of an approved effluent disposal system to the satisfaction of the Shire of Nannup and/or the Health Department of WA prior to occupation of the

development. Such a system is to be designed and submitted by a plumbing consultant or other suitably qualified person and based on a geotechnical report on the absorptive capacity of the soil and the anticipated water usage. Details to be submitted with building licence application.

pc32 Connection to a reticulated deep sewer

The development being connected to a reticulated deep sewer to the satisfaction of the Shire of Nannup and the Water Corporation prior to occupation of the development. Full plumbing details must be submitted with the building licence application.

pc33 Provision of clothes drying facilities

The provision of clothes drying facilities to the satisfaction of the Shire of Nannup prior to occupation of the development. Details to be submitted with building licence application.

Pc34 240 litre mobile garbage bin per dwelling

The provision of 1 x 240 litre mobile garbage bin per dwelling unit by the developer prior to occupation of the development or issue of a Strata Title clearance, whichever comes first.

MISCELLANEOUS CONDITIONS OF APPROVAL

pc35 Amalgamation of all the lots

The amalgamation of all the lots which the development is located upon to the satisfaction of the Shire of Nannup prior to the issue of a building licence, which will require submission of proof, to the Shire of Nannup, of the creation of a single title for the subject land.

pc36 Recyclable bin enclosure

A recyclable bin enclosure is to be provided and maintained to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

pc37 Bicycle parking facilities

The provision of bicycle parking facilities to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

Pc38 Disabilities access

The development being designed and constructed to allow easy access for people with disabilities to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

Pc39 No storage on roads etc.

No goods or materials being stored either temporarily or permanently in the parking, footpath or landscape areas or within access driveways.

pc40 No occupation under 55 years of age

No dwelling unit being occupied by or leased to any person under the age of 55 years.

pc41 Green waste processing

All green waste generated on-site from construction works the subject of this approval are where practical to be processed and reused on-site to the satisfaction of the Shire of Nannup.

pc42 Management Plan – aged persons

The submission of a Management Plan demonstrating that the development will be restricted to occupancy by aged and/or dependant persons only and will ensure the continued care and well-being of its occupants. The plan to be finalised to the satisfaction of the Shire of Nannup prior to occupation of the development.

pc44 Performance bond

Prior to the issue of a building licence, the applicant shall provide a bond in accordance with Shire Policy to the value of \$ _____ with the Shire of Nannup. The bond may be in the form of cash, cheque or bank guarantee and is a performance guarantee against satisfactory completion of the conditions of Planning Approval. The performance guarantee will be refunded in full immediately the outstanding works are complete/established as appropriate to the condition(s). Any such bond is to be accompanied by a written authorisation from the owner of the land that the Shire of Nannup may enter the site to complete or rectify any outstanding work. The Shire of Nannup will recover the bond, or part of the bond, as appropriate, the cost to the Shire of Nannup, including administrative costs, of completing or rectifying any outstanding works.

pc45 Prospective purchasers notification

The developer of the land shall make arrangements satisfactory to the Shire of Nannup, which will guarantee that any prospective purchaser(s) are advised that no reticulated water supply can be provided by the Water Corporation and, as such, the purchaser(s) will therefore be obliged to make their own arrangements to provide an adequate supply of potable water of not less than 135,000 litres, connected to a suitable rainfall catchment of not less than 150m², and shall be fitted with a 100mm female threaded outlet, complete with full flow ball valve and 75mm Storz fitted as per Bushfire Service specifications (with 100mm clearance around the valve) so that the total tank capacity is available and accessible for fire fighting purposes in times of emergency, to the satisfaction of the Shire of Nannup. Water tanks are to be located within the building envelope and suitably painted and screened where visible from outside the lot, to the satisfaction of the Manager, Development Services.

Staff Advice Note: The above condition is used for rural dwellings.

- pc46 Infrastructure contribution – footpaths/dup**
A contribution of \$ being made to the Shire of Nannup towards a local footpath and dual use path upgrading prior to issue of a building licence.
- pc47 Provision of dup – outside application area**
Dual use/pedestrian pathway system being provided in a location satisfactory to the Shire of Nannup, which will assist in linking the site with community facilities. Details to be submitted for approval prior to the issue of a building licence.
- Pc48 Provision of dup – within application area**
The dual use/pedestrian pathway system being constructed at the subdivider's cost to the satisfaction of, and specifications of, the Shire of Nannup. Details to be submitted with engineering drawings for approval prior to the issue of a building licence.
- pc49 Buffer – landfill**
The provision of a minimum 500 metre wide buffer between the outer extremity of the landfill area and any nearby residential subdivision, development or land use activity to the specifications and satisfaction of the Shire of Nannup. Details to be finalised prior to issue of a planning Approval.
- pc50 Compliance with definition**
Compliance with definition of the Shire of Nannup Local Planning Scheme No. 3 (copy attached).
- pc51 Vegetation to be removed to be chipped/mulched**
Vegetation to be removed to be chipped/mulched and reused on-site to the satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.
- pc52 Effluent disposal areas not within _ metres of any creek,**
Effluent disposal areas must not be located within ____ metres of any creek, river or spring or dam on the subject land, nor within ____ metres of any dam on neighbouring land. Details to be submitted with the building licence application.
- pc53 Screening of materials**
Any materials stored outside buildings shall be stored in defined storage areas nominated to and approved by Council and shall be screened from view from adjoining property or from any public street, public thoroughfare, or public open space by a closed fence or wall not less than 1.8 metres in height.
- pc54 Amenity**
The development and use of the land is not to interfere with the amenity of the locality or cause nuisance by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products or grit, oil or otherwise.

GENERAL FOOTNOTES

fn1 Health Department issues

The following advice is provided by the Shire, which should be addressed prior to the submission of a building licence:

a.

fn2 Building licence

Please note that, with respect to all of the abovementioned development conditions, a building licence will not be issued until you have discussed and provided all necessary information to comply with each condition. Please contact the relevant Departments and attend to these matters in order to avoid delays.

fn3 Drawings to be certified

The drawings submitted for a building licence are to be properly drawn and certified by a practising structural engineer to confirm that they comply with the requirements of the Building Code of Australia.

fn4 FESA Approval

Approval to be obtained from the Fire and Rescue Services of WA.

fn5 Signs Application

A separate application being made for all advertising signs in accordance with the Shire's Local Law relating to Signs and Other Advertising Devices.

fn6 Plans to show levels

Please note for future reference that levels, contours, retaining walls, drainage and sewer lines, etc must be shown on development plans to ensure a proper assessment can be made. Failure to provide this information may require design changes at the building licence stage, resulting in possible delays and inconvenience.

fn7 Unit/lot numbering

In order to assist the Shire of Nannup's record keeping and application of unit numbering, could you please ensure that the unit numbers indicated and highlighted on the plans are used in all dealings (including plans, correspondence and discussions) pertaining to this development/property.

fn8 Services of a licensed surveyor

You are required to engage the services of a licensed surveyor when the building licence has been approved to establish the lot boundaries and to set out the buildings in accordance with the approved plans prior to commencement of construction. A Certificate will not be issued for a strata plan until all conditions of the development approval have been complied with.

fn9 Contribution fee in line with the Consumer Price Index

In respect to Condition _____ the contribution fee is upgraded in line with the Consumer Price Index for Perth on 30 June and 30 December each year. The fee applicable will be determined at the time of payment and may therefore vary from the quoted figure.

fn10 Register business under Health Act

You are advised that you are required to register your business prior to commencement of operation pursuant to the requirements of the Health Act (1911) as amended).

fn11 Delegation decision

Please note that in order to expedite determination of planning applications, Council has delegated to officers the power to consider applications where they comply with Council's Delegation Register. This application has been determined under Delegation provided by Council.

Rights of appeal are also available to you under the Planning and Development Act 2005 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (telephone 9219 3111 or 1300 306 017).

fn12 Decision of Council

Council has determined this application.

Rights of appeal are also available to you under the Planning and Development Act 2005 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (telephone 9219 3111 or 1300 306 017).

fn13 Submission of landscape plans (residential)

You are reminded to submit a landscape plan in accordance with Condition _____ of this approval at your earliest convenience so as to avoid any unnecessary delay at the building licence stage. Private yards are required to be landscaped. With respect to this Planning Approval, the Shire of Nannup may be prepared to waive the requirement of landscaping private yards where the Department of Housing and Works demonstrate that the tenant is required under the tenancy agreement to landscape their respective private yards. This information should be included with all required landscaping plans prior to the issue of a building licence.

fn14 Cash-in-lieu valuations

In respect to Condition _____, you should first submit a letter of undertaking to meet the valuation costs, on receipt of which the Shire of Nannup will obtain the necessary valuations and advise you of the required cash-in-lieu contribution.

fn15 Reclassification of building

Please note that the change of use permitted by this Planning Approval will require reclassification of the existing building under the Building Regulations. This may result in a requirement for significant alterations to the building and it is suggested that you discuss this matter with a Shire Building Officer prior to submission of your building licence application.

Staff Advice Note: This Footnote is to be applied where an existing building is to be used for alternative use and it has been identified that a reclassification, in terms of assessment under the Building Regulations, would occur.

fn16 Aboriginal Heritage significance

The Shire of Nannup contains many places of Aboriginal Heritage significance. Proponents are advised to consider Aboriginal heritage issues and their obligations under the Aboriginal Heritage Act 1972 at an early stage of planning. Further information can be obtained from the Department of Indigenous Affairs on 9235 8000 or at the following web site: <http://www.dia.wa.gov.au/Heritage/default.aspx>.

fn17 Department of Environment

This Planning Approval issued by the Shire of Nannup does not remove any responsibility the applicant may have in obtaining a vegetation clearing permit from the Department of Environment in accordance with the Environment Protection Act 1986. Further information can be obtained from the Department of Environment or at the following website www.environment.wa.gov.au.

fn18 Environmental Protection and Biodiversity Conservation Act

This Planning Approval issued by the Shire of Nannup does not remove any responsibility the applicant may have in notifying Environment Australia of the proposal for consideration of impacts in accordance with the Environmental Protection and Biodiversity Conservation Act 1999. Further information can be obtained from Environment Australia on (02) 6274 1111 or by visiting <http://www.deh.gov.au/epbc/assessmentsapprovals/index.html>.

TOURIST ACCOMMODATION

pc55 Occupation not more than 3 months within any 12 month period

No chalet to be occupied by any person for more than 3 months within any 12 month period. In this regard, the manager/operator are to maintain a register of guests which is to be made available for perusal by Shire of Nannup officers on demand.

pc56 Notification – chalet in agricultural area

The display of signage/literature in the chalet advising patrons that the development is located in an agricultural area and that certain impacts of various agricultural pursuits should be expected and tolerated.

pc57 B & B – no more than 2 rooms

No more than 2 rooms being used for the bed and breakfast operation.

pc58 Potable water supply

A potable water supply of minimum 80,000 litres per annum per chalet or 30,000 litres per annum per suite must be made available to the development prior to occupation of the development. Potable water will be required to comply with the Australian Drinking Water Guidelines and Department of Health guidelines. Testing of water supplies to ensure compliance with required standards by the Shire of Nannup will be at the cost of the landowner.

pc59 Services – no cost to Shire

The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development will be at no cost to the Shire of Nannup.

SERVICE STATION FOOTNOTE

Fn19 Resource Safety referral

Approval being received from Resources Safety (Department of Commerce) for the proposed fuel bowzers and for any additional storage of flammable liquids which may be occurring prior to occupation of the development.

TRANSIENT WORKERS ACCOMMODATION

pc60 Agreement to cease

Prior to the development being occupied the "owner of the land" shall enter into a signed agreement with the Shire of Nannup, pursuant to Clause 6.9.4 of the scheme. The agreement shall require the use of the structures to cease by or other period as agreed by the Chief Executive officer and the structures be removed within 28 days.

pc61 Rehabilitation Plan

The applicant is to prepare rehabilitation plan to the specification and satisfaction of the Shire of Nannup and incorporate the following:

- . Spreading of any stockpiled topsoil.
- . Seeding with an appropriate agriculture seed mix, and / or
- . Planting native species of trees, shrubs and ground covers.
- . Staging of rehabilitation process.

FIRE PROTECTION

Pc62 Minimum firebreak

The provision of a minimum metre wide firebreak around the perimeter of the to the satisfaction of the Shire of Nannup.

Pc63 AS3959 compliance

All buildings are to be constructed in compliance with Standards Australia AS3959-1991 "Construction in Bush Fire Prone Areas" and guidelines contained in CSIRO/Standards of Australia information and advice booklet SAA HB 36-1993 "Building in Bush Fire Prone Areas".

Pc64 Low Fuel Area

Low fuel areas (areas clear of all flammable material with the exception of live trees) shall be maintained around all buildings for a minimum distance of 20 metres or such greater distance as the local government may consider reasonable having regard for the slope of the land and the general vegetation cover of the surrounding land.

Pc65 SAA HB 36-1993

All dwellings are required to incorporate bush fire reduction measures in accordance with SAA HB 36-1993 to the satisfaction of the Shire of Nannup including ember proof and water curtain techniques and fuel free areas.

SUBDIVISION – STANDARD COMMENTS

SUGGESTED CONDITIONS TO BE INCLUDED ON ALL SUBDIVISION APPROVALS

sv1 Subdivision Plan

The subdivision being carried out in accordance with the plan dated, including any amendments placed thereon by the Shire of Nannup (in red) and except as may be modified by the following conditions:

- a. Construction shall not commence until the Shire of Nannup has approved detailed engineering plans and specifications of the works, including earthworks, roads and paths, drainage, clearing, dust management and/or stabilisation, landscaping/rehabilitation measures.
- b. Approved plans are those that have been considered by the Shire of Nannup, duly amended to meet its requirements and approval, and endorsed as approved.

sv2 "As Constructed Drawings"

"As Constructed Drawings", detailing the variations and amendments from approved drawings, shall be provided on transparencies, prior to clearance of the Diagram of Survey. Information provided in "As Constructed" form will include drainage construction details, earthworks levels and road levels and alignments.

Where available and practicable, the information shall be provided in computer disk form, where the Consultant has used computer-aided drafting methods.

Files are to be supplied in order of preference:

- * Microstation "DGN" file format

of Nannup and in accordance with their requirements. Details to be submitted with engineering drawings and approved by the Shire of Nannup prior to commencement of any works.

sv11 Drainage Reserve

A drainage reserve metres in width, in the position shown on the attached sketch plan dated being shown on the Diagram of Survey as such and vested in the Crown under Section 152 of the Planning and Development Act, such land to be ceded free-of-cost and without any payment of compensation by the Crown.

sv12 Land being graded and stabilised

The land being graded and stabilised at the subdivider's cost to the satisfaction of the Shire of Nannup. Details to be submitted with engineering drawings and approved by the Shire of Nannup, prior to commencement of any works.

sv13 Contribution - comprehensive drainage scheme

The subdivider contributing \$ toward the cost of a comprehensive drainage scheme for the locality on the basis of the ratio of lot area to the catchment area of drainage scheme, prior to issue of clearance(s).

sv14 Connected to the comprehensive district drainage system

The land being connected to the comprehensive district drainage system at the subdivider's cost to the satisfaction of the Shire of Nannup. Details to be submitted with engineering drawings and approved by the Shire of Nannup prior to commencement of any works.

sv15 "Drainage Reserve"

The area marked "Drainage Reserve" being shown on the Diagram of Survey as such and vested in the Crown under Section 152 of the Planning and Development Act.

sv16 Drainage easements

Drainage easements as may be required by the Local Authority to cover drainage infrastructure developed within reserves being shown on the Diagram of Survey as such and granted free-of-cost and vested to that Authority under Section 152 of the Planning and Development Act.

sv17 Mosquito and midge control

Mosquito and midge control being incorporated into the stormwater system design and consideration given to water retention times and compensating basin construction. Details to be submitted with engineering drawings and approved prior to commencement of any works.

SERVICES (WATER, SEWERAGE, POWER)

sv18 Western Power Padmounts

Such padmount sites as may be required by Western Power being transferred free-of-cost to it, with the locations of the sites being to the satisfaction of the Shire of Nannup.

sv19 Underground electricity

The subdivision being serviced with an underground electricity supply to the satisfaction of Western Power/Utilities and the Shire of Nannup. Details of supply to be submitted with engineering design and approved by the Shire of Nannup prior to commencement of works.

Staff Advice Note: With respect to Condition "sv19" above, the Ministry for Planning is to be requested to nominate Council as a joint clearing authority with Western Power/ Utilities.

sv20 Arrangements – no reticulated water notification

The subdivider of the land shall make arrangements satisfactory to the Shire of Nannup which will guarantee that any prospective purchaser(s) of the lot are advised that no reticulated water supply can be provided by the Water Corporation/Utilities and, as such, the purchaser(s) will therefore be obliged to make their own arrangements to provide an adequate supply of potable water of not less than 135,000 litres connected to a suitable rainfall catchment of not less than 150m² and shall be fitted with a 100mm female threaded outlet, complete with full flow ball valve and 75mm Storz fitted as per Bushfire Service specifications (with 100mm clearance around the valve) so that the total tank capacity is available and accessible for fire fighting purposes in times of emergency to the satisfaction of the Shire of Nannup. Tanks to be located within the building envelope and suitably painted and screened where visible from outside the lot.

sv21 Natural gas provision

Provision being made for reticulation of natural gas supplies to individual lots to the requirements of Alinta Gas.

sv22 Street lighting

The design and provision of street lighting in accordance with the Australian Standard AS 1158.1-1986, Table 1.1, to the specifications of Western Power/ Utilities and to the satisfaction of the Shire of Nannup.

Details of street lighting to be submitted with engineering design and approved by the Shire of Nannup prior to commencement of works.

PUBLIC OPEN SPACE RESERVES - VEGETATION PRESERVATION/PLANTING

sv23 POS Vesting – no cost

The proposed reserve(s) shown on the sketch plan submitted by the applicant, being shown on the Diagram of Survey, as a 'Reserve for Public Recreation' and vested in the Crown under Section 152 of the Planning and Development Act, such land to be ceded to the Crown free-of-cost and without any payment of compensation by the Crown.

sv24 Vesting of Foreshore Reserve – no cost

A Foreshore Reserve, as shown on the sketch plan, as established by survey, being shown on the Diagram of Survey as a 'Reserve for Public Recreation' and vested in the Crown under Section 152 of the Planning and Development Act, such land to be ceded to the Crown free-of-cost without any payment of compensation by the Crown.

sv25 Bridle Paths – vesting no cost

The proposed bridle paths shown on the sketch plan submitted, being shown on the Diagram of Survey as a 'Reserve for Public Recreation' and vested in the Crown under Section 152 of the Planning and Development Act, such land to be ceded free-of-cost and without compensation by the Crown.

sv26 Foreshore Management Plan

Submission and approval of a Foreshore Management Plan detailing proposed measures for managed access to, and protection/rehabilitation of, coastal areas as necessitated by the subdivision. In accordance with Shire of Nannup policy, the Plan will need to be placed before full Council for consideration of approval. All approved works to be fully implemented prior to clearance of the subdivision.

sv27 Protection of significant vegetation

Measures being taken to the satisfaction of the Shire of Nannup to ensure the protection of significant vegetation within proposed lots (or as marked on the approved subdivision plan) prior to proceeding with site works. Details to be submitted with engineering drawings and approved by the Shire of Nannup prior to commencement of any works.

sv28 Tree planting and maintenance

Arrangements to be made to the satisfaction of the Shire of Nannup prior to issue of clearance(s) for tree planting and maintenance to be undertaken in the area indicated in the approved Subdivision Guide Plan as a planting strip. Details to be submitted with engineering drawings for approval by the Shire of Nannup.

sv29 Vegetation buffer strips

(<>) metre wide vegetation buffer strips to be provided adjacent to
A replanting program of indigenous vegetation to be undertaken within the buffer strips to the satisfaction of the Shire of Nannup. Details to be submitted with engineering drawings for approval.

sv30 Restrictive covenants - buffer strips

The subdivider entering into a written agreement with the Shire of Nannup prior to issue of clearance(s) to place restrictive covenants on the titles of those lots affected by the metre(<>) wide vegetation buffers along .

sv31 Restrictive covenants – no clearing

Satisfactory arrangements being made with the Shire of Nannup for establishment of restrictive covenants at the applicant's cost to ensure no vegetation shall be cleared within any allotment, except for the purpose of:

- a. Compliance with the requirements of the Bush Fires Act 1954 (as amended) and only then for strategic firebreaks.
- b. Clearing within the building envelope for a reasonable area for the construction of an approved dwelling or other building.
- c. To construct a vehicular access as approved by the Shire of Nannup.
- d. For any other reasons where specific written approval has first been obtained from the Shire of Nannup.

Details to be submitted with engineering plans for approval by the Shire of Nannup.

sv32 Restrictive covenants – no clearing within 30m of creek

Satisfactory arrangements being made with the Shire of Nannup for establishment of restrictive covenants at the applicant's cost to ensure no clearing within 30 metres of the centreline of the creek(s) indicated on the Subdivision Guide Plan as a 'creek and vegetation protection area'.

sv33 Restrictive covenants – non reflective materials

Satisfactory arrangements being made with the Shire of Nannup for establishment of restrictive covenants at the applicant's cost to ensure dwelling houses and all ancillary buildings shall be constructed of non-reflective material (with the exception of glazed areas) and shall comprise either timber, stone, rammed earth, brick or steel construction and shall be colour(s) and textures which are essentially natural and earthy. All such materials shall be to the satisfaction of the Shire of Nannup and shall be compatible with the rural character of the locality.

sv34 Restrictive covenants – maximum building height

Satisfactory arrangements being made with the Shire of Nannup for establishment of restrictive covenants at the applicant's cost to ensure dwelling houses and all ancillary buildings shall be restricted to maximum height of 7.5 metres measured vertically from the mean natural surface at any point of the land contained within the boundaries of the building.

sv35 Restrictive covenants – no removal of vegetation

Satisfactory arrangements being made with the Shire of Nannup for establishment of restrictive covenants at the applicant's cost to ensure no trees or substantial vegetation shall be felled or removed from the site except where:

- a. required for approved development works;
- b. the establishment of a firebreak is required by regulation or by-law;
- c. trees are dead, diseased or dangerous.

PEDESTRIAN ACCESSWAYS/DUAL USE PATHS/CYCLEWAYS/RIGHTS-OF-WAY

sv36 PAW – no cost

The pedestrian accessway(s) within the subdivision, being shown on the Diagram of Survey as such and vested in the Crown under Section 152 of the Planning and Development Act, such land to be ceded to the Crown free-of-cost and without any payment of compensation by the Crown.

sv37 PAW - drained

The pedestrian accessway within the subdivision being constructed and drained at the subdivider's cost to the specifications of the Shire of Nannup. Details to be submitted with engineering drawings and approved by the Shire of Nannup prior to commencement of any works.

sv38 PAW – 0.1m

A 0.1 metre wide pedestrian accessway being provided along _____ in order to prevent vehicular access onto _____. Such land to be shown on the Diagram or Plan of Survey as a pedestrian accessway, vested in the Crown under Section 152 of the Planning and Development Act (as amended) and ceded free-of-cost and without any payment of compensation by the Crown.

sv39 Dup – linkage outside application area

Dual use / pedestrian pathway system being provided in a location satisfactory to the Shire of Nannup which will assist in linking the site with community facilities. Please liaise with the Shire of Nannup in this regard prior to submitting engineering drawings

Staff Advice Note: This condition is used when linking an area outside the application area.

sv40 Dup – linkage within application area

The dual use / pedestrian pathway system being constructed at the subdivider's cost to the satisfaction of, and specifications of, the Shire of Nannup. Details to be submitted with engineering drawings for approval prior to commencement of any works.

Staff Advice Note: This condition is used for DUP within the application area.

sv41 ROW – no cost

The right-of-way in width, being shown on the Diagram or Plan of Survey as such and vested in the Crown under Section 152 of the Planning and Development Act (as amended), such land to be ceded free-of-cost and without any payment of compensation by the Crown.

BATTLEAXE LOTS

sv42 Battleaxe access legs constructed and drained

Battleaxe access legs being constructed and drained to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with engineering drawings for approval prior to commencement of any works.

sv43 Battleaxe access legs – rights of access

The applicant entering into an agreement with the Shire of Nannup to ensure reciprocal rights of access over adjoining battleaxe access legs prior to issue of clearance(s).

sv44 Battleaxe legs – 4m width

Battleaxe access legs having a minimum width of 4 metres (Residential).

sv45 Battleaxe legs – 5m width

The overall width of the dual battleaxe access legs having a minimum width of 5 metres (Residential).

MISCELLANEOUS CONDITIONS OF SUBDIVISION APPROVAL

sv46 Amalgamation

The amalgamation taking place on the Diagram of Survey.

sv47 Residue amalgamation

Parts and/or residue lots being amalgamated with an adjacent lot pending joint subdivision with an adjoining owner and the amalgamation(s) taking place on the Diagram of Survey.

sv48 Arrangements – Scheme provisions

The subdivider making arrangements satisfactory to the Shire of Nannup prior to the issue of clearance(s) to ensure that prospective purchasers of the lots created will be advised of those provisions contained in the Shire's Town

Planning and Development Scheme which relate to the use and management of the land.

sv49 Soil and Water Management Plans

Soil and Water Management Plans are to be submitted and approved by the Shire of Nannup prior to commencement of construction. Such plans shall outline the treatment of soil, with respect to stability and regeneration of vegetation for

the entire subdivision and stormwater run-off areas. The plans are to outline measures to be implemented prior to carrying out any bulk earthworks as well as those of drainage, nutrient stripping, retention and soil stabilising measures to be completed as part of the actual construction program.

sv50 Green waste disposal

The subdivider is to ensure that all green waste generated as part of the construction of the subdivision is processed at source and reused on-site where practical to the satisfaction of the Shire of Nannup.

sv51 Services in common / shared trenches

The subdivider is to design and construct the subdivision, taking into consideration the standards adopted by servicing authorities to guide the provision of services in common / shared trenches to the satisfaction of the Shire of Nannup.

sv52 Australian Standard 2870.1-1996 "Residential Slabs and Footings".

All lots created under the subdivision shall be classified in accordance with provisions of Australian Standard 2870.1-1996 "Residential Slabs and Footings". This classification shall be provided by a practising Civil, Structural or Geotechnical Engineer, prior to clearance of the Diagram of Survey and the classification shall include existing soils and earthworks carried out as part of the subdivision.

sv53 Uniform fencing

Uniform fencing being provided along the boundary(ies) of all lots abutting and being constructed by the subdivider to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with engineering drawings for approval.

sv54 Building envelopes

Satisfactory arrangements being made with the Shire of Nannup for the designation of building envelopes on proposed Lots and the establishment of a restrictive covenant to ensure all building is confined to the building envelope prior to clearance of the subdivision.

sv55 Contribution - Implementation Policy

The payment of a monetary contribution of \$ per lot towards the upgrading of infrastructure required as a consequence of the subdivision in accordance with the Implementation Policy as adopted by the Shire of Nannup prior to clearance of the survey plan.

sv56 Fencing of "Recreation and Drainage" Reserve

The "Recreation and Drainage" Reserve being fenced to separate this reserve from the "Flora and Fauna" Reserve with the fencing being carried out at the subdivider's cost to the satisfaction of the Department of Environment and Conservation.

sv57 Performance guarantee

The lodgement of a performance guarantee with the Shire of Nannup in the form of cash, cheque or bank guarantee to the value of \$ _____ against the satisfactory completion of Condition(s) _____. The performance guarantee will be refunded in full immediately the outstanding works are complete/established as appropriate to the condition(s). Compliance with this condition will not be necessary if you choose to complete/establish the works in full prior to seeking clearance of the subdivision.

sv58 SAA HB 36-1993

All dwellings are required to incorporate bush fire reduction measures in accordance with SAA HB 36-1993 to the satisfaction of the Shire of Nannup including ember proof and water curtain techniques and fuel free areas.

sv59 Effluent disposal systems setbacks

All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation. Setbacks are to be certified by a suitably qualified surveyor prior to issue of clearance(s).

SUBDIVISION FOOTNOTE

sf1 Accept cash-in-lieu of Public Open Space

The Shire of Nannup is prepared to accept cash-in-lieu of Public Open Space as a condition of subdivision in accordance with Section 153 of the Planning and Development Act, and hereby requests the approval of the WA Planning Commission concurrent with subdivision approval so that a cash-in-lieu contribution can be made.

STANDARD REASONS FOR REFUSAL OF SUBDIVISION

sr1 Undesirable precedent

Approval to the subdivision would set an undesirable precedent for further subdivision of surrounding lots.

sr2 Need for comprehensive planning

The subject land forms part of a large area, which requires comprehensive planning (including, inter alia, agreement to an overall road pattern, the allocation of land for recreation and other public uses, provision for essential infrastructure) and approval to the subdivision would be premature and prejudice the overall planning for the area.

sr3 Inconsistent with the subdivision and development criteria

The proposed subdivision is inconsistent with the subdivision and development criteria specified within the Nannup Local Planning Strategy as endorsed by the Shire of Nannup and the WA Planning Commission. Refer Policy Area _____ and/or Page Nos. _____.

STRATA TITLES – STANDARD CONDITIONS

SUGGESTED CONDITIONS TO BE INCLUDED ON ALL STRATA APPROVALS

st1 Development being in accordance with the approved plan
All development being in accordance with the approved plan and in keeping with the conditions specified in the Planning Approval dated _____ under the Shire of Nannup Local Planning Scheme No 3

st2 Copy of the Shire's Planning Approval
The applicant making arrangements satisfactory to the Shire of Nannup prior to clearance of the Strata Plan to ensure that prospective purchasers are provided with a copy of the Shire's Planning Approval dated _____ and approved plan, in that they are to comply with all conditions and are limited to construct what the Approval letter and plans have specified.

MISCELLANEOUS CONDITIONS OF APPROVAL

st3 Development Agreement
The preparation and finalisation of a Development Agreement between the applicant and the Shire of Nannup prior to the issue of clearance. The agreement to be to the satisfaction of the Shire of Nannup and at the full cost of the applicant. The Development Agreement is to ensure compliance with Shire of Nannup Local Planning Scheme No 3 and the creation of an appropriate management body and structure for the development.

st4 Limited stay (tourist use)
Strata plans for strata lots containing holiday accommodation units are to be specified with a Section 6 Restriction of Use clause stipulating "*No person shall occupy any chalet for more than a total of 3 months in any one 12 month period*".

st5 Section 6 – manager's unit
A strata plan for the strata lot containing the administration, amenities and the manager's accommodation is to be specified with a Section 6 Restriction of Use clause stipulating: "*Use to be restricted for administration, amenities and manager's accommodation in accordance with the Shire of Nannup approved plans*".

st6 Construction of crossovers
The crossovers, private access roads, carparking areas, pathways, fencing, landscaping, recreational facilities and other infrastructure as required by the Shire of Nannup being constructed and drained to the specifications and satisfaction of the Shire of Nannup prior to the issue of clearance(s).

st7 Road Access/construction
All strata lots being serviced by a suitably constructed road and accessway and connected to all reticulated services, i.e. power, water, sewerage and

telecommunications prior to issue of clearance(s). A licensed surveyor is to prepare a plan showing the positioning or proposed positioning of services for each lot prior to certification of the strata plans. Certification from Western Power, Telecom and the Water Corporation is required indicating that the work has been completed or designed and costed.

st8 Strata lots pegged

All strata lots to be pegged out by a licensed surveyor to the satisfaction of the Shire of Nannup, prior to the issue of clearance(s).

st9 Fire protection

Provisions being made for fire protection to the satisfaction of the Shire of Nannup, prior to the issue of clearance(s).

st10 Performance bond

Prior to the issue of strata clearance(s), the applicant shall provide a bond in accordance with Shire of Nannup Policy to the value of \$ _____ with the Shire of Nannup. The bond may be in the form of cash, cheque or bank guarantee and is a performance guarantee against satisfactory completion of Condition Nos. _____. The performance guarantee will be refunded in full immediately the outstanding works are complete / established as appropriate to the condition(s).

Compliance with this condition will not be necessary if you choose to complete/establish the works in full prior to issue of clearance(s). Any such bond is to be accompanied by a written authorisation from the owner of the land that the Shire of Nannup may enter the site to complete or rectify any outstanding work. The Shire of Nannup will recover the bond, or part of the bond, as appropriate, the cost to the Shire of Nannup, including administrative costs, of completing or rectifying any outstanding works.

st11 Minimum number of units to be constructed

A minimum of two units is to be completed to the satisfaction of the Shire of Nannup prior to issue of clearance(s).

st13 Water meter for each lot

Each lot is to be provided with a water meter, prior to issue of clearance(s).

st14 Common access

All common vehicle access and manoeuvring areas and services to be contained on common property or shown on right of carriageway easement if it is contained on strata lot(s).

st15 Agreement for reciprocal rights

The applicant entering into an agreement with the Shire of Nannup to ensure reciprocal rights of access over common access areas if access areas are contained on strata lot(s) prior to issue of clearance(s).

st16 Retention of all significant trees

The retention of all significant trees as shown on the approved plan attached to the Planning Approval dated _____ and a natural vegetation buffer between the development and being maintained.

st17 Disposal of stormwater

Suitable arrangements being made with the Shire of Nannup for the disposal of all stormwater on-site and a contribution of \$ _____ towards the upgrading of the drainage catchment prior to issue of clearance(s).

st18 Fire rating and fire separation between units

Fire rating and fire separation between units to be completed in accordance with the requirements of the Building Code of Australia. Details to be submitted to the Shire of Nannup for approval.

st19 Notification – clearing of vegetation

The subdivider making satisfactory arrangements with the Shire of Nannup to ensure that purchasers shall not clear vegetation on the strata lot or within common property excepting:

- a. Where required under the Bush Fires Act 1954 (as amended).
- b. After the issue of a building licence with the strata lot for a reasonable area for the construction of the approved building.
- c. To construct a vehicular access and parking areas approved by the Shire of Nannup.
- d. For any other reason where specific written approval has first been obtained from the Shire of Nannup. This condition to be satisfied prior to issue of clearance(s).

st20 Occupation only when buildings completed

Buildings are not permitted to be occupied until they have been completed to the satisfaction of the Shire of Nannup. Notification is required on completion to arrange a final inspection.

st21 Site Classification Report

A Site Classification Report being provided for the vacant strata lot on soil foundation conditions to the satisfaction of the Shire of Nannup prior to issue of clearance(s).

st22 Upgrading of building

The existing dwelling is to be renovated/refurbished to a suitable standard for strata title subdivision as well as the upgrading of services, privacy screen fencing, carparking and accessways and landscaping in accordance with the Shire of Nannup Planning Approval requirements.

st23 Section 6 Restriction - persons over 55 years

Strata plans for strata lots containing the units are to be specified with a Section 6 Restriction of Use clause stipulating "no dwelling being occupied or leased to any person under the age of 55 years".

**STANDARD REASONS FOR SUBDIVISION REFUSAL
(When there is an absence of a current Development Approval)**

st24 No Planning Application for development

To date, no Planning Application for a development has been submitted for the site. Therefore, the appropriateness of the site for development and, hence, strata subdivision, is not assessed. In addition, the proposed boundaries of the proposed strata lots cannot be tested against existing or proposed buildings and, therefore, it is not possible to provide any assurances that boundary clearance(s), fire ratings and other relevant controls can be achieved.

st25 No information has been supplied on water and sewer availability

No information has been supplied on water and sewer availability, a full assessment of which would be required to obtain an initial Planning Approval, which would also take into account any site limitations, flooding, etc.

| | |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Related Policies | |
| Related Procedures/ Documents | <i>Shire of Nannup General Conditions & Guidelines for the Design and Construction of Subdivisional Works</i> |
| Delegation Level | CEO, by CEO to Manager Development Services |
| Adopted: | |
| Reviewed: | |



| | |
|-----------------------|--------------------------------------------|
| Policy Number: | LPP.008 |
| Policy Type: | Local Planning Policy |
| Policy Name: | Nannup Mainstreet Heritage Precinct Policy |
| Policy Owner: | Manager Development Services |

Authority: Shire of Nannup Local Planning Scheme No3

Objective:

1. To guide the development within the defined heritage district to ensure that the existing character of the precinct is not diminished by development applications that does not reflect the Shire of Nannup's aspirations.

Definitions:

2. As contained within the attached guidelines.

Policy

3. The Nannup Main Street Heritage Precinct is defined within the attached document titled "Nannup Mainstreet Heritage Precinct Guidelines – Amended August 2008".
4. The objectives as outlined in the guidelines are to ensure all new developments and redevelopment within the Mainstreet Heritage Precinct should contribute positively to the heritage values and townscape quality of Nannup.
5. The guidelines outline the requirements to achieve the objectives and are an integral part of this policy.

| | |
|------------------------------------------|----------------------------------------------------------------------|
| Related Policies: | |
| Related Procedures/ Documents | Nannup Mainstreet Heritage Precinct Guidelines – Amended August 2008 |
| Delegation Level: | CEO, CEO to MDS, BS |
| Adopted: | |
| Reviewed: | |



NANNUP MAINSTREET HERITAGE PRECINCT DESIGN GUIDELINES



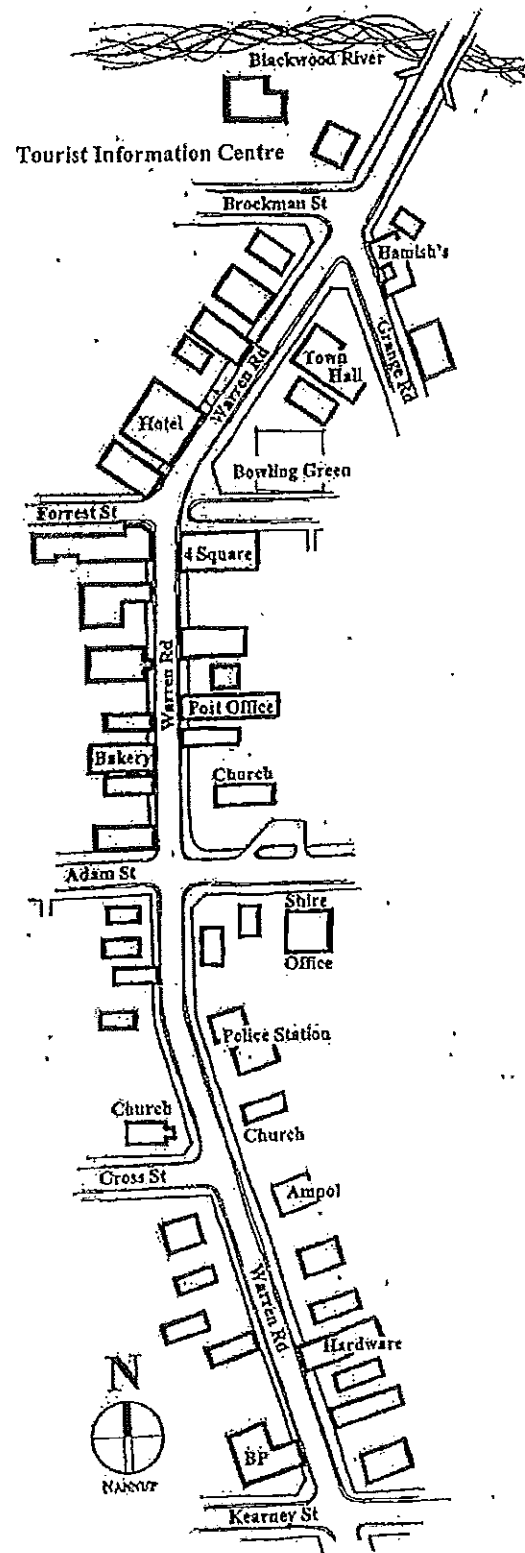
BACKGROUND

During the period 1885 to 1914 there was a considerable increase in settlement activity within the Blackwood River region. As the area was opened up by roads and railways, small towns developed, and with them came opportunities for business. The settlement of Nannup was officially declared a townsite in 1890.

The main occupations of the early pioneers was sheep and cattle raising on pastoral leases, catching wild horses, and timber cutting. The latter activity was undertaken both to clear land for grazing, and to cater for the growing timber industry. The timber trade grew rapidly with a growing demand - both locally and internationally - for railway sleepers and telegraph poles.

Nannup's main street (Warren Road) has developed slowly since the turn of the century without much redevelopment, and consequently there has been little disturbance of its essential character. The basic spatial elements of this character are small commercial and residential buildings set on large lots, with areas around the buildings left open, and generally containing some small outbuildings and large mature trees (often deciduous and non-native to the area).

The town's character is enhanced by the gentle winding nature of its main street, the remarkable cohesion of the street's built form, and the surrounding hilly topography which allows differing views of mature trees and various rural activities.



**Nannup Mainstreet
Heritage Precinct**

PURPOSE OF THE GUIDELINES

The Nannup Community is concerned about conserving, enhancing and developing appropriately the physical, cultural and aesthetic environment of its central commercial area and main street. The community is seeking to enhance the existing built fabric, the social and business viability of the town, and to ensure that future development is in keeping with these goals and the recognised character of the town.

Warren Road has a number of significant heritage buildings and several more of moderate heritage value. Scattered amongst these are some original, modest commercial and residential buildings displaying varying Historic Character, the main street is noteworthy due to the relatively intact nature of its building stock from the early part of the century.

Warren Road may not be directly comparable with the main streets of York, Bridgetown or Northampton in the number of high value heritage buildings each contains. However the collective worth of the existing heritage buildings - large and small- and the absence of any really intrusive Building, distinguishes Warren Road Nannup as an important Heritage Precinct and one well worth Protecting and enhancing.

These guidelines are therefore intended to provide applicants, landowners, business operators and residents with the framework to be used by the Council in assessing land use and development proposals in the Mainstreet Heritage Precinct.

The Guidelines are not intended to create a "time capsule" and stifle new development. Rather, they set out to guide and encourage new development and redevelopment, and to ensure that the important heritage values, and unique timber town character of Nannup, will be preserved for the enjoyment of future generations.

All new development should contribute positively to Nannup's townscape if the very features for which the town is admired are to be conserved

APPLICATION OF THE GUIDELINES

The Guidelines apply to land use and development within the area shown on the attached map, Centred on Warren Road between Kearney Street and Grange Road.

THE GUIDELINES & NANNUP LOCAL PLANNING SCHEME

All development in the area covered in these Guidelines, is subject to the Shire of Nannup Local Planning Scheme No 3. Landowners should be aware of the relevant clauses, in particular Section 4.13.11 of Local Planning Scheme No 3 on the Town Centre Zone. Council's Local Planning Scheme identify's the subject area as a "Heritage Area" as per Part 7 of the Scheme. The guidelines underpin the objectives within Council's Scheme for the designated heritage area of the Town Centre.

FURTHER INFORMATION

The Council's town planning and building staff should be consulted at the earliest stage of planning for new development. This will ensure that you are fully briefed on Council's objectives for the area in which you are proposing to develop, and that you have a common understanding of the interpretation of the requirement of the Council's various planning documents.

For further information please contact Council and speak to its planning staff on (08) 9756 1018.

APPLICATIONS FOR PLANNING APPROVAL

In the shire of Nannup all development requires the approval of Council. This means that in most instances you will need both planning approval and building licence approval prior to commencing any new structural work.

All application for planning approval must be made on the form prescribed in Schedule 6 of the Local Planning Scheme No. 3 completed and signed by both the owner of the land and the applicant.

THE GUIDELINES

Town Character

The Nannup community perceives the character of the town as contained in two major inter-linking themes which are:-

- A "garden Village"; and
- A working timber town, originating primarily in the 30 years either side of 1900.

These concepts are to be used in a complementary manner as design parameters and the main source of design inspiration for future development.

Objectives

All new development and redevelopment in the Warren Road Heritage Precinct should contribute positively to the recognised heritage values, and established townscape quality, of Nannup's main street.

It is required by Council that all proposals for new developments and additions to existing development within the precinct:

- add to the range of services and facilities available to the town residents and its visitors;
- ensure through appropriate design that the strong "garden village" character, and "working timber town" identity/ role of the town is preserved, particularly in regard to development size, form, height and scale;
- be compatible with existing development, particularly in regard to building materials, shop front design, front setbacks, the use of colour, the application of advertising signage and the location and form of fencing;
- enhance the existing overall visual appearance of the Precinct;
- improve the provision of weather protection for pedestrians ;and
- build upon the existing strong sense of community, and improve the economic viability of the town

Land Uses

Primary and preferred land uses within the Precinct include commercial and office uses. A caretaker's dwelling may be included as an ancillary use.

Secondary uses include car parking, child care centre civic uses, cultural uses, medium density residential use, home occupations, recreation/ leisure uses, single dwelling and tourism uses.

For all other proposed uses, consult with the shire.

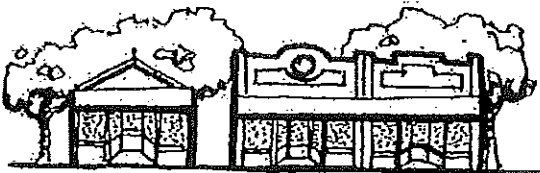
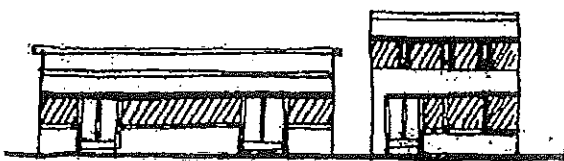
Land uses are directly controlled through Local Planning Scheme No.3.

Places of Heritage Significance

"Development" is defined under the Town Planning and Heritage Acts, and includes demolition, erection, construction or alteration of any building or structure or the land, carrying out of excavation works, or the like. In the case of places registered by the Heritage Council of Western Australia, it includes anything likely to change the character or external appearance of any building, or irreversible alteration to the fabric.

A number of places within the Precinct have been identified [see "Shire of Nannup Municipal Inventory" (Feb. 1996)] as having varying degrees of heritage significance. Some places are of sufficient significance to be registered with the Heritage Council, several other places have lesser significance, but nevertheless together contribute to the town's overall heritage quality. You are advised to discuss heritage aspects with the Council's staff at the earliest stages of your planning and/or design development.

Building Form



The form that a building takes is greatly influenced by the use which it houses. If the proposed use of a new building is compatible with neighbouring uses, then it is much more

likely that the form of that building can also be "neighbourly".

Generally the emphasis of buildings should be vertical or compact, rather than wide, low buildings which have a horizontal emphasis in their form and detailing

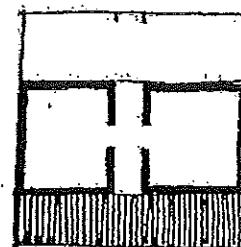
Where large frontages are planned, the facade should be broken up by vertical elements, and where possible new floor levels, window positions and sizes, and verandahs should complement those of adjacent buildings.

Although shops will wish to display their goods effectively, modern shop fronts with aluminium frames and large expanses of glass are not appropriate, and will not be encouraged in new developments. They should certainly not be included in alterations to existing historic buildings.

Additions or alterations to existing shop fronts in Nannup's Heritage Precinct should follow traditional window-door-verandah-gable forms in size, proportion and placement. The heights of these elements, especially the gable or parapets ends, the verandahs and the dwarf wall under the display window should follow those of adjacent original shop fronts.

Plan Form

The shapes of traditional plan forms in Nannup are characteristically simple. They are composed of basic rectangle and square combinations and are usually symmetrically arranged around a central front door.

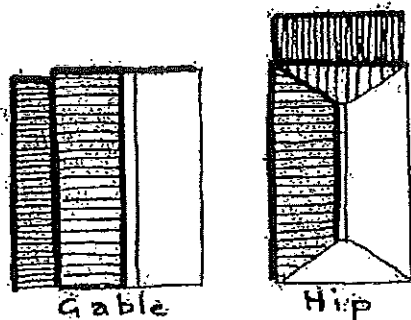
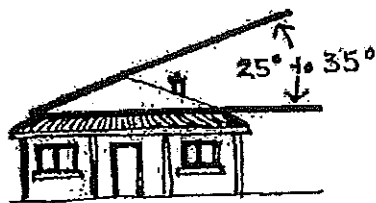


Plans for new developments should reflect this where possible. Complex plans with walls that step in and out are not acceptable.

As is often the case with older commercial buildings, the front door may be recessed slightly from the remainder of the front facade, with the external entry floor abutting the footpath paved with decorative feature tiles or mosaics.

Roof Form

Main roofs in Warren Road have characteristically been clad with custom orb profile sheeting (i.e., corrugated iron - not tiles), and pitched between 25 and 35 degrees. The design configuration of the roof should be simple with rectangular plans and a combination of hipped or gabled roofs. The custom orb most appropriate for use in the Precinct is traditional uncoloured zincalume, or red (painted or 'colorbond').



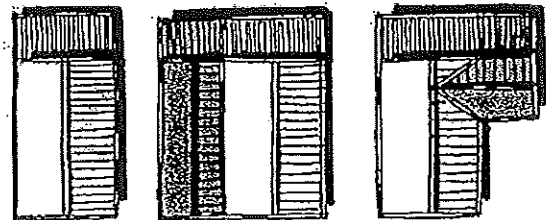
Building Height

Apart from the Nannup Hotel, buildings within the Precinct are single storey. This can mean about 4 to 6 metres in height. Two storey buildings may be permitted where the function of the proposed building makes it unavoidable. Three storey buildings will not be permitted.

Alterations & Additions

In altering or extending existing buildings in the Precinct, all of the general principles outlined for new development in these guidelines should be applied.

In making additions, care needs to be taken of the impact the changes may have on the building being extended, and on the character of the street as a whole. There are some simple ways in which additions can be carried out to reduce their impact, and some examples are illustrated here.



Existing Plan Addition Addition

In carrying out external alterations to existing buildings, the principles established in these guidelines in respect of materials, colour schemes and building details should be taken into consideration.

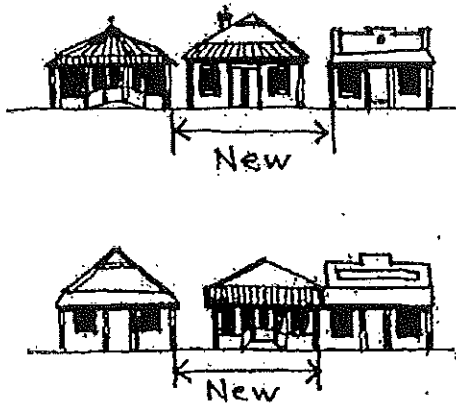
It is highly desirable that an architect with heritage conservation skills be engaged to assist in major alterations to existing heritage buildings. Advice should also be sought from the Heritage Council of W.A.

Infill Development

This is a very important form of development because of its immediate relationship with, and impact upon, existing buildings and the streetscape.

Infill development does not need to imitate traditional buildings in every detail, but it should at least respect and reflect the scale, form, materials and emphasis of surrounding buildings.

Infill commercial development should seek to provide continuity and harmony with the existing streetscape, by continuing the parapet height or gable height, the verandah height, window and door format, dado and stringing lines of adjacent traditional buildings.



Building construction should be limited to a palette of sympathetic materials such as weather board, red/orange bricks, steel custom orb sheeting, and/or rendered finished masonry.

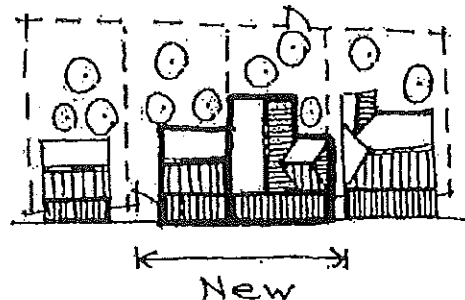
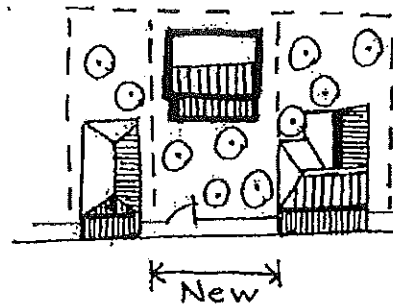
If a dwelling is to be constructed within the Warren Road Precinct, it should be compatible in style, form, scale, materials and location on the site with existing dwellings in the immediate locality. Suburban-style project homes or kit homes are not appropriate to this Heritage Precinct, and will not be approved.

Setbacks

Generally, new commercial buildings shall be located on the front property boundary, unless the function of the building demands that some part of it be set back. Applicants should be aware that Council will need to be strongly convinced of any need to set a building or part of a building back from the front property line.

It is accepted that access to the rear of developments may need to be provided at the side of buildings, but side setbacks should ideally be kept to a minimum to facilitate continuity of frontages in the northern part of the Precinct.

Any garage or carport facing the main street shall be set back to the side of, or behind, the dwelling or commercial building it serves, and in any event shall be set back a minimum of 5 metres from the front property line. The front fence must contain an enclosing gate on the front property line where vehicular access is gained from the street, and the gate must be compatible in style, scale and materials with the rest of the front fence. (see "Fences & Garden Walls")



A garage or carport shall be designed in a manner consistent with the style of the existing dwelling or commercial building to which it is associated, except where this would be detrimental to achieving the desired streetscape.



Open Space / Landscaping

As has been stated previously, it is strongly recommended that commercial buildings be located on the front boundary. Therefore the scope for planting at the front of the building, (other than on the footpath in the public domain) will be limited or impossible. Therefore, in order to maintain the town's rural character, the planting of taller-growing trees to the side and rear of buildings will be encouraged. This will help provide the buildings with a setting and a backdrop when seen from the street, in keeping with the Precinct's existing character.

Existing street trees should be protected and retained in the course of any new development. Opportunities for new street tree plantings should be actively pursued. It is preferable to locate new street trees on the extended alignment of side boundaries, so shops and their advertising will not be unduly obscured by the tree canopies.

Materials and Details

The most common original building material for walls in the Precinct is weatherboard. Red/orange bricks, and/or rendered finished masonry are also widespread. Some stone has been used, mostly associated with fencing. Custom orb ("corrugated iron" or zincalume) is a traditional material that is used widely for roofing, and for some walls.

Modern decorative bricks, pale-coloured bricks or tumble-finished bricks should be avoided, as should fibro cement planks and sheeting, and steel sheeting other than custom orb.

A "Character Sheet" is available at the Council which gives examples of appropriate colours for Nannup, and suggested approaches to material selection.

Verandahs

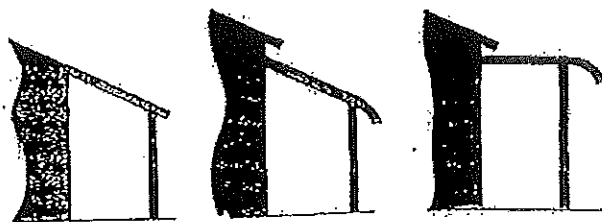
Verandahs provide shade and protection from the weather for footpaths and ground level shopfronts. Their provision on new buildings where the intended use of the proposed building makes it feasible, will be strongly encouraged, especially where continuity with adjacent verandahs will result.

Roll-down blinds attached to the front edge of verandahs are useful for sun protection, and can double as advertising spaces. (see "Outdoor Advertising & Signage")

Both commercial and domestic buildings in the Precinct have traditionally been built with verandahs. The verandahs of commercial buildings have nearly all been located over the public footpath, with simple, square profile "4x4" posts. Rustic "bush poles" for verandah supports are not acceptable. If the posts are unprotected from vehicles they should be non-structural. If they are adequately protected then they can be structural elements.

The addition of a verandah to an existing building is acceptable, provided either that the building originally had a verandah, or that one can be added without prejudicing the building's original character and details.

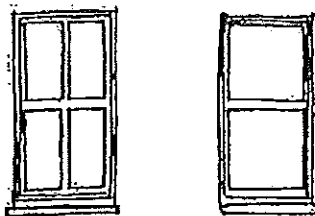
Where appropriate, additions and new buildings should follow precedent and adopt a verandah style in keeping with local examples in Warren Road. Overly "bull nose"-style verandahs are not a part of the Nannup streetscape and should be avoided.



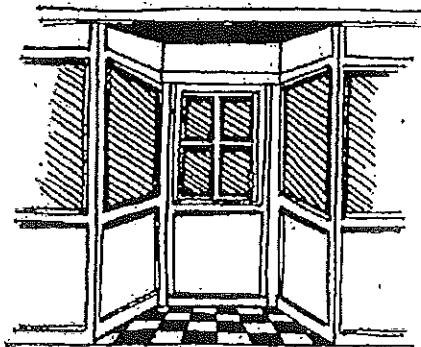
Windows and Doors

Traditionally, the windows and doors of Nannup's heritage buildings are of a vertical, rectangular format. The shopfront windows may be multi-paned or square. Large 'picture windows' and floor-to-ceiling sliding glass doors should be avoided. Most windows have sills, and frames are made of timber or copper. Aluminium frames which are clearly metallic in appearance are not encouraged.

Door openings, like windows, should have a vertical emphasis. Timber doors with a plain flush panel or vertical boards are preferred, as are timber door frames



Typical Windows

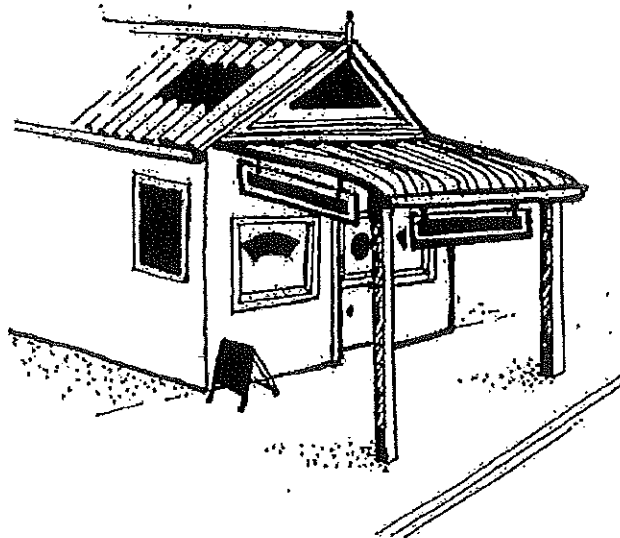


Recessed Front Door

Outdoor Advertising and Signage

The type and form of advertising and other signage on buildings should be respectful in scale, form and style to the character of the building itself, and the Precinct as a whole. Town identification should be paramount in the wording of signs.

Advertising signage should ideally be confined to those areas of buildings illustrated below. While it is not necessary to adopt an "olde worlde" approach to signage, signs which at least respect the scale and form of traditional signs are preferred. In particular, the use of under-verandah signs and "shingles" is encouraged.



If necessary, signs can be externally illuminated. Internally illuminated, flashing and "chasing"-type signs are inappropriate in the Heritage Precinct, and will not be permitted.

Large hoarding-style signs on the flank walls of buildings are potentially very intrusive and should be avoided. Roof-mounted signs are not permitted. Signs painted directly onto roofs or verandahs may be permitted.

Advertising signs on roll-down blinds on verandahs may also be permitted.

A-frame signs (sandwich boards) may be permitted, provided they do not have a surface area (each of two faces) of more than 0.5 sq. metre, and in any event a maximum width of 600 mm and a maximum height of 900 mm measured from the ground.

Each business is restricted to one A-frame sign. The sign must be placed immediately adjacent to the kerb, or to the front wall of

the business, and must not be placed in close proximity to other items (tables, chairs, rubbish bins etc.,) so as to create a "pinch-point" in the footpath, thereby restricting free pedestrian movement.

The Use of Colour

As well as protecting and enhancing a building, its colour scheme can have a dramatic effect on the streetscape. A poor colour scheme can undermine architectural features and streetscape quality. This is particularly important in a small, visually cohesive town like Nannup. Buildings should therefore be painted to create a harmonising streetscape, while allowing for some individual expression.

The Shire of Nannup wants to encourage the application of a co-ordinated "palette" of colours to public buildings, privately-owned existing and new commercial buildings, and street furniture within the main street Heritage Precinct. These colours should be appropriate to the rural character and acknowledged heritage values of the town.

The use of natural colours appropriate to the Nannup locality is encouraged. These colours should reflect the hues of the local soils, rocks and vegetation.

However, where paint scrapings can determine original colours on older buildings, then these colours should be reinstated, or closely followed.

Previously unpainted brickwork on heritage buildings should not be painted over.

The preferred colours for roofing iron include zincalume in its natural state, or traditional red.

Appropriate colours for decorative elements (where they occur) such as cornices or mouldings will be those which will provide either a darker or lighter contrast to the main

colour of the building, either weatherboard, brick or render. Doors, windows, fascias and other trim can be contrasted in colours appropriate to the region's natural environment.

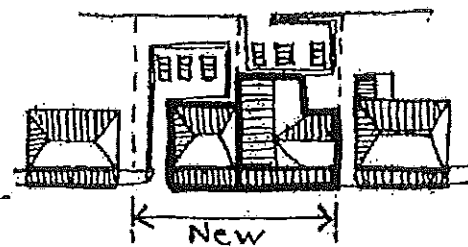
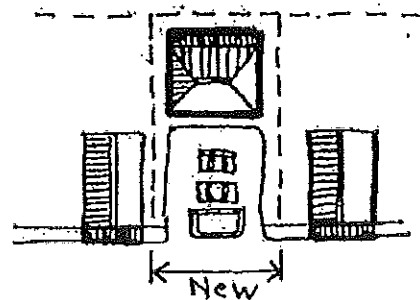
The Council may seek professional advice on colour schemes appropriate to Nannup.

A "Character Sheet" is available at the Council which gives examples of appropriate colours for Nannup, and suggested approaches to material and colour selection.

Parking Provisions and Vehicle Access

(Including Service Vehicle Access)

Generally, private parking provision should be at the rear of buildings, or perhaps at the side. Open car parks at the front of buildings will not be permitted.



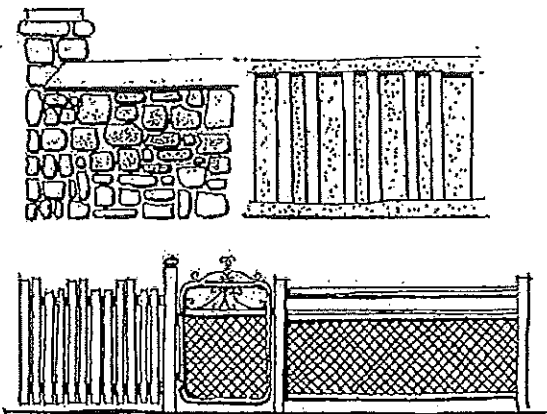
Access to rear carparks should be provided at the side of buildings, rather than breaking up the frontage with a central driveway.

Service access shall be provided to the side or rear of a commercial building. Service vehicle access shall be constructed so that vehicles using it may return to the street in a forward direction.

Fences and Garden Walls

It is important that the character of Nannup is not compromised or lost by the intrusion of fence types and heights that would transform its country town tenor into that of a suburban subdivision.

Where commercial buildings are built up to or close to the front boundary, fences have generally not been provided. They are usually provided on residential lots, or on the front boundary of that part of a commercial lot which does not contain a building (e.g., to contain an outdoor eating area adjacent to a cafe,).



1930's fences, gates and wall

Where front fencing has been provided it is low (0.8 to 1.2m) and built of a consistent palette of timber post and rail, simple timber pickets, and/or stone and rendered masonry. Front hedges of a similar height may also be acceptable. Gates should match the style and scale of the fence.

High fences, "super-six" fibro cement and "timber-lap" fencing is inappropriate for front fencing.

Different fences suit different property types. Generally the smaller (narrower) the lot, the more sophisticated the fence. Side fences beyond the front building line and rear fences can step up to approx. 1.8m. "Super-six" style fibro cement sheeting may be used as a fencing material for rear yards if its visual impact from the street(s) will be limited.

Vacant Land

Vacant sites within the Precinct should be maintained in good order. They should not be used to store materials, parked cars, or allowed to deteriorate or become a fire risk.

It is highly desirable for vacant sites to be fenced along the front boundary, in order to maintain a continuous "street wall" which helps to reinforce the visual impression that the town is healthy and prosperous. Even a basic picket fence can help to attract the passer-by's attention, and distract him/hers from the uninteresting view behind it.

Alfresco Dining

"Al fresco" is an Italian word, meaning "in the fresh air". Nannup's climate makes dining outdoors a pleasant pastime for much of the year, and the town's food outlets are increasingly providing tables and chairs outside on road reserves for their patrons' enjoyment.

Al fresco dining facilities can add colour and vitality to the main street, but it is important that they do not obstruct pedestrian or vehicular movement, or interfere with activities carried on in adjoining premises. The establishment of appropriate al fresco dining areas is encouraged by the Shire of Nannup.

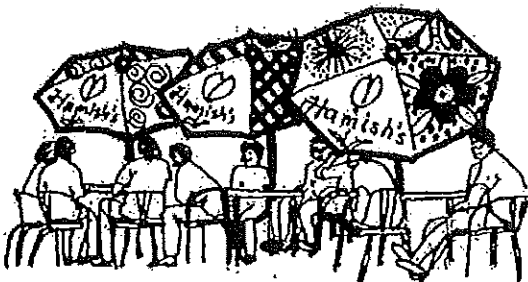
Al fresco dining areas can be established in association with most cafés, restaurants, hotels, bakeries or take away food outlets, provided that :

- they are located directly adjacent to the business;
- they do not obstruct pedestrian movement or obscure or restrict access to adjacent properties. A minimum of 1.5 metres of footpath width must be kept clear for pedestrians in all areas; and

- al fresco dining furniture and A-frame signs must not obstruct the visibility of vehicles or pedestrians either at road junctions or at driveways.

Street furniture offers the opportunity to provide colour and interest, and to enhance the image of the business. While the versatility and low cost of plastic furniture is recognised, other materials such as wood, steel and cast metals are more appropriate to the character of Nannup, and are also encouraged as they are less susceptible to discolouration and marking, and are available in a wide variety of styles.

All furniture and other structures are to be free-standing, and umbrellas must be provided with a secure base.



Structures which are part of the street furniture may bear commercial advertising, although the advertising can only relate to the establishment, or the goods sold within it.

The business which establishes and carries on the al fresco dining establishment is responsible for cleaning the dining area at the close of business each day.

Franchises / Corporate Images

Any local, regional, state, national or international corporate body proposing a development in Nannup (including a petrol station, real estate agent, hardware store, supermarket, fast food store, chemist or similar retail/commercial enterprise), should be aware that every application for planning approval shall be assessed against these guidelines. In particular, colour schemes and advertising will be critically assessed, and developments will not be permitted to adversely affect the town's established character, or subdue its rural image.

While an applicant's requirement to exhibit their company's standard logo is recognised and will be accommodated where possible, it is expected that restraint will be shown in the application of corporate colours, bunting, decoration and advertising.

In particular, Council will not allow the guidelines regarding building form to be compromised by the introduction of inappropriate suburban "drive-through" architecture.



Corporate signage which does not respect the character or proportions of the building.