

Notice of Application for a Planning Permit

The land affected by the application is located at:	L2 PS621386 V11154 F157 FY 2/100 Bald Hill Road, Pakenham VIC 3810
The application is for a permit to:	Use of the land for a Place of Assembly and waiver of Bike parking space

A permit is required under the following clauses of the planning scheme:

33.01-1	Use of the land for a (Function Center)
52.34-2	Waive any requirement of Clause 52.34-5 and Clause 52.34-6.

APPLICATION DETAILS

The applicant for the permit is:	[REDACTED]	 <p>ADVERTISED MATERIAL Planning Application: T250665 Date Prepared: 08 May 2026</p>
Application number:	T250665	<small>This copied document is made available for the purpose of the planning process as set out in the Planning and Environment Act 1987. The information must not be used for any other purpose. By taking a copy of this document you acknowledge and agree that you will only use the document for the purpose specified above and that any dissemination, distribution or copying of this document is strictly prohibited.</small>

You may look at the application and any documents that support the application at the office of the Responsible Authority:

Cardinia Shire Council, 20 Siding Avenue, Officer 3809.

This can be done during office hours and is free of charge.

Documents can also be viewed on Council's website at cardinia.vic.gov.au/advertisedplans or by scanning the QR code.



HOW CAN I MAKE A SUBMISSION?

This application has not been decided. You can still make a submission before a decision has been made. The Responsible Authority will not decide on the application before:

26 May 2026

WHAT ARE MY OPTIONS?

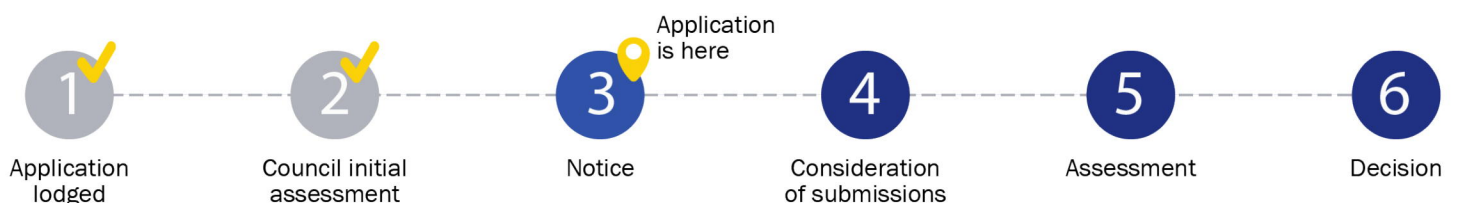
Any person who may be affected by the granting of the permit may object or make other submissions to the responsible authority.

If you object, the Responsible Authority will notify you of the decision when it is issued.

An objection must:

- be made to the Responsible Authority in writing;
- include the reasons for the objection; and
- state how the objector would be affected.

The Responsible Authority must make a copy of every objection available at its office for any person to inspect during office hours free of charge until the end of the period during which an application may be made for review of a decision on the application.



Planning Enquiries
Phone: 1300 787 624
Web: www.cardinia.vic.gov.au

Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the end of this form.

⚠ Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any questions, please contact Council's planning department.

⚠ Questions marked with an asterisk (*) must be completed.

⚠ If the space provided on the form is insufficient, attach a separate sheet.

i Click for further information.

Clear Form

The Land **i**

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.:	St. No.: 2/100	St. Name: BALD HILL ROAD
Suburb/Locality: PAKENHAM		Postcode: 3810

Formal Land Description *

Complete either A or B.

⚠ This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A	Lot No.: 2	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input type="radio"/> Plan of Subdivision	No.: PS621386
OR					
B	Crown Allotment No.:		Section No.:		
Parish/Township Name:					

The Proposal

⚠ You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

i For what use, development or other matter do you require a permit? *

Proposed Change of Use application for the use of Premises for a Place of Assembly with Food and Drink (Non-alcoholic)

⚠ Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

Cost \$ 30000

⚠ You may be required to verify this estimate. Insert '0' if no development is proposed.

If the application is for land within **metropolitan Melbourne** (as defined in section 3 of the *Planning and Environment Act 1987*) and the estimated cost of the development exceeds \$1 million (adjusted annually by CPI) the Metropolitan Planning Levy **must** be paid to the State Revenue Office and a current levy certificate **must** be submitted with the application. Visit www.sro.vic.gov.au for information.


ADVERTISED MATERIAL
Planning Application: T250665
Date Prepared: 08 May 2026

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i Estimated cost of any development for which the permit is required *

Existing Conditions i

Describe how the land is used and developed now *

For example, vacant land, dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing

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Existing warehouse.

Provide a plan of the existing conditions. Photos are also helpful.

Title Information i

Encumbrances on title *

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- Yes (if 'yes' contact Council for advice on how to proceed before continuing with this application.)
- No
- Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

Applicant and Owner Details i

Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Name:			
Title: MR	First		
Organisation (if applicable)			
Postal Address:		If it is a P.O. Box, enter the details here:	
Unit No.:	St. No.: 9	St. Name: ASCOT COURT	
Suburb/Locality: DANDENONG NORTH		State: VIC	Postcode: 3175

Please provide at least one contact phone number *

Contact information for applicant OR contact person below	
Business phone:	Email: oday_akram@yahoo.com
Mobile phone: 0452 218 857	Fax:

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Contact person's details*			Same as applicant <input checked="" type="checkbox"/>
Name:			
Title:	First Name:	Surname:	
Organisation (if applicable):			
Postal Address:		If it is a P.O. Box, enter the details here:	
Unit No.:	St. No.:	St. Name:	
Suburb/Locality:		State:	Postcode:

Owner *


The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:			Same as applicant <input type="checkbox"/>
Title:	First Name:	Surname:	
Organisation (if applicable): PAKHAM PTY LTD			
Postal Address:		If it is a P.O. Box, enter the details here:	
Unit No.:	St. No.: 33	St. Name: TEMPLE DRIVE	
Suburb/Locality: THOMASTOWN		State: VIC	Postcode: 3074
Owner's Signature (Optional):			Date: 27.10.2025 day / month / year

Declaration

This form must be signed by the applicant *

 Remember it is against the law to provide false or misleading information which could result in a heavy fine and cancellation of the permit.

This copied document is made available for the purpose of the planning process as set out in the Metropolitan Planning Act 1987. The information must not be used for any other purpose. By taking a copy of this document you acknowledge and agree that you will only use the document for the purpose specified above and that any dissemination, distribution or copying of this document is strictly prohibited.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature: 

Date: 27.10.2025

day / month / year

Need help with the Application?

General information about the planning process is available at planning.vic.gov.au

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

Has there been a pre-application meeting with a council planning officer?

No

Yes

If 'Yes', with whom?:

Date:

day / month / year

Checklist

Have you:

Filled in the form completely?

Paid or included the application fee?



Most applications require a fee to be paid. Contact Council to determine the appropriate fee.



Provided all necessary supporting information and documents?

A full, current copy of title information for each individual parcel of land forming the subject site.

A plan of existing conditions.

Plans showing the layout and details of the proposal.

Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).

If applicable, a current Metropolitan Planning Levy certificate (a levy certificate expires 90 days after the day on which it is issued by the State Revenue Office and then cannot be used). Failure to comply means the application is void.

Completed the relevant council planning permit checklist?

Signed the declaration?

Lodgement

Lodge the completed and signed form, the fee and all documents with:

Cardinia Shire Council
PO Box 7
Pakenham VIC 3810

In person: 20 Siding Avenue, Officer

Contact information:

Telephone: 1300 787 624

Email: mail@cardinia.vic.gov.au

DX: 81006

Deliver application in person, by post or by electronic lodgement.



i MORE INFORMATION

The Land

Planning permits relate to the use and development of the land. It is important that accurate, clear and concise details of the land are provided with the application.

ADVERTISED MATERIAL
 Planning Application: T250665
 11/11/2026

How is land identified?
 This copied document is made available for the purpose of the planning process as per the provisions of the Planning and Environment Act 1987. It is a public document and you are advised that you will only use the document for the purposes specified above and you acknowledge that you will only use the document for the purposes specified above.

Land is commonly identified by a street address, but sometimes this alone does not provide an accurate identification of the relevant parcel of land relating to an application. Make sure you also provide the formal land description - the lot and plan number or the crown, section and parish/township details (as applicable) for the subject site. This information is shown on the title.

See **Example 1**.

The Proposal

Why is it important to describe the proposal correctly?

The application requires a description of what you want to do with the land. You must describe how the land will be used or developed as a result of the proposal. It is important that you understand the reasons why you need a permit in order to suitably describe the proposal. By providing an accurate description of the proposal, you will avoid unnecessary delays associated with amending the description at a later date.

▲ Planning schemes use specific definitions for different types of use and development. Contact the Council planning office at an early stage in preparing your application to ensure that you use the appropriate terminology and provide the required details.

How do planning schemes affect proposals?

A planning scheme sets out policies and requirements for the use, development and protection of land. There is a planning scheme for every municipality in Victoria. Development of land includes the construction of a building, carrying out works, subdividing land or buildings and displaying signs.

Proposals must comply with the planning scheme provisions in accordance with Clause 61.05 of the planning scheme. Provisions may relate to the State Planning Policy Framework, the Local Planning Policy Framework, zones, overlays, particular and general provisions. You can access the planning scheme by either contacting Council's planning department or by visiting Planning Schemes Online at planning-schemes.delwp.vic.gov.au

▲ You can obtain a planning certificate to establish planning scheme details about your property. A planning certificate identifies the zones and overlays that apply to the land, but it does not identify all of the provisions of the planning scheme that may be relevant to your application. Planning certificates for land in metropolitan areas and most rural areas can be obtained by visiting www.landata.vic.gov.au Contact your local Council to obtain a planning certificate in Central Goldfields, Corangamite, Macedon Ranges and Greater Geelong. You can also use the free Planning Property Report to obtain the same information.

See **Example 2**.

Estimated cost of development

In most instances an application fee will be required. This fee must be paid when you lodge the application. The fee is set down by government regulations.

To help Council calculate the application fee, you must provide an accurate cost estimate of the proposed development. This cost does not include the costs of development that you could undertake without a permit or that are separate from the permit process. Development costs should be calculated at a normal industry rate for the type of construction you propose.

Council may ask you to justify your cost estimates. Costs are required solely to allow Council to calculate the permit application fee. Fees are exempt from GST.

▲ Costs for different types of development can be obtained from specialist publications such as Cordell Housing: Building Cost Guide or Rawlinsons: Australian Construction Handbook.

▲ Contact the Council to determine the appropriate fee. Go to planning.vic.gov.au to view a summary of fees in the Planning and Environment (Fees) Regulations.

Metropolitan Planning Levy refer Division 5A of Part 4 of the *Planning and Environment Act 1987* (the Act). A planning permit application under section 47 or 96A of the Act for a development of land in metropolitan Melbourne as defined in section 3 of the Act may be a leviable application. If the cost of the development exceeds the threshold of \$1 million (adjusted annually by consumer price index) a levy certificate must be obtained from the State Revenue Office after payment of the levy. A valid levy certificate must be submitted to the responsible planning authority (usually council) with a leviable planning permit application. Refer to the State Revenue Office website at www.sro.vic.gov.au for more information. A leviable application submitted without a levy certificate is void.

Existing Conditions

How should land be described?

You need to describe, in general terms, the way the land is used now, including the activities, buildings, structures and works that exist (e.g. single dwelling, 24 dwellings in a three-storey building, medical centre with three practitioners and 8 car parking spaces, vacant building, vacant land, grazing land, bush block).

Please attach to your application a plan of the existing conditions of the land. Check with the local Council for the quantity, scale and level of detail required. It is also helpful to include photographs of the existing conditions.

See **Example 3**.

Title Information

What is an encumbrance?

An 'encumbrance' is a formal obligation on the land, with the most common type being a 'mortgage'. Other common examples of encumbrances include:

- **Restrictive Covenants:** A 'restrictive covenant' is a written agreement between owners of land restricting the use or development of the land for the benefit of others, (eg. a limit of one dwelling or limits on types of building materials to be used).
- **Section 173 Agreements:** A 'section 173 agreement' is a contract between an owner of the land and the Council which sets out limitations on the use or development of the land.
- **Easements:** An 'easement' gives rights to other parties to use the land or provide for services or access on, under or above the surface of the land.
- **Building Envelopes:** A 'building envelope' defines the development boundaries for the land.

Aside from mortgages, the above encumbrances can potentially limit or even prevent certain types of proposals.

What documents should I check to find encumbrances?

Encumbrances are identified on the title (register search statement) under the header 'encumbrances, caveats and notices'. The actual details of an encumbrance are usually provided in a separate document (instrument) associated with the title. Sometimes encumbrances are also marked on the title diagram or plan, such as easements or building envelopes.

What about caveats and notices?

A 'caveat' is a record of a claim from a party to an interest in the land. Caveats are not normally relevant to planning applications as they typically relate to a purchaser, mortgagee or chargee claim, but can sometimes include claims to a covenant or easement on the land. These types of caveats may affect your proposal.

Other less common types of obligations may also be specified on title in the form of 'notices'. These may have an effect on your proposal, such as a notice that the building on the land is listed on the Heritage Register.

What happens if the proposal contravenes an encumbrance on title?

Encumbrances may affect or limit your proposal or prevent it from proceeding. Section 61(4) of the *Planning and Environment Act 1987* for example, prevents a Council from granting a permit if it would result in a breach of a registered restrictive covenant. If the proposal contravenes any encumbrance, contact the Council for advice on how to proceed.



You may be able to modify your proposal to respond to the issue. If not, separate procedures exist to change or remove the various types of encumbrances from the title. The procedures are generally quite involved and if the encumbrance relates to more than the subject property, the process will include notice to the affected party.

▲ You should seek advice from an appropriately qualified person, such as a solicitor, if you need to interpret the effect of an encumbrance or if you seek to amend or remove an encumbrance.

Why is title information required?

Title information confirms the location and dimensions of the land specified in the planning application and any obligations affecting what can be done on or with the land.

As well as describing the land, a full copy of the title will include a diagram or plan of the land and will identify any encumbrances, caveats and notices.

What is a 'full' copy of the title?

The title information accompanying your application must include a 'register search statement' and the title diagram, which together make up the title.

In addition, any relevant associated title documents, known as 'instruments', must also be provided to make up a full copy of the title.

Check the title to see if any of the types of encumbrances, such as a restrictive covenant, section 173 agreement, easement or building envelope, are listed. If so, you must submit a copy of the document (instrument) describing that encumbrance. Mortgages do not need to be provided with planning applications.

▲ Some titles have not yet been converted by Land Registry into an electronic register search statement format. In these earlier types of titles, the diagram and encumbrances are often detailed on the actual title, rather than in separate plans or instruments.

Why is 'current' title information required?

It is important that you attach a current copy of the title for each individual parcel of land forming the subject site. 'Current' title information accurately provides all relevant and up-to-date information.

Some councils require that title information must have been searched within a specified time frame. Contact the Council for advice on their requirements.

▲ Copies of title documents can be obtained from Land Registry: Level 10, 570 Bourke Street, Melbourne; 03 8636 2010; www.landata.vic.gov.au – go direct to "titles & property certificates".

Applicant and Owner Details

This section provides information about the permit applicant, the owner of the land and the person who should be contacted about any matters concerning the permit application.

The applicant is the person or organisation that wants the permit. The applicant can, but need not, be the contact person.

In order to avoid any confusion, the Council will communicate only with the person who is also responsible for providing further details. The contact may be a professional adviser (e.g. architect or planner) engaged to prepare or manage the application. To ensure prompt communications, contact details should be given.

Check with Council how they prefer to communicate with you about the application. If an email address is provided this may be the preferred method of communication between council and the applicant/contact.

The owner of the land is the person or organisation who owns the land at the time the application is made. Where a parcel of land has been sold and an application made prior to settlement, the owner's details should be identified as those of the vendor. The owner can, but need not, be the contact or the applicant.

See **Example 4**.

Declaration

The declaration should be signed by the person who takes responsibility for the accuracy of all the information that is provided. This declaration is a signed statement that the information included with the application is true and correct at the time of lodgement.

The declaration can be signed by the applicant or owner. If the owner is not the applicant, the owner must either sign the application form or must be notified of the application which is acknowledged in the declaration.

▲ Obtaining or attempting to obtain a permit by wilfully making or causing any false representation or declaration, either orally or in writing, is an offence under the *Planning and Environment Act 1987* and could result in a fine and/or cancellation of the permit.

Need help with the Application?

If you have attended a pre-application meeting with a Council planner, fill in the name of the planner and the date, so that the person can be consulted about the application once it has been lodged.

Checklist

What additional information should you provide to support the proposal?

You should provide sufficient supporting material with the application to describe the proposal in enough detail for the Council to make a decision. It is important that copies of all plans and information submitted with the application are legible.

There may be specific application requirements set out in the planning scheme for the use or development you propose. The application should demonstrate how these have been addressed or met.

The checklist is to help ensure that you have:

- provided all the required information on the form
- included payment of the application fee
- attached all necessary supporting information and documents
- completed the relevant Council planning permit checklist
- signed the declaration on the last page of the application form

▲ The more complete the information you provide with your permit application, the sooner Council will be able to make a decision.

Lodgement

The application must be lodged with the Council responsible for the planning scheme in which the land affected by the application is located. In some cases the Minister for Planning or another body is the responsible authority instead of Council. Ask the Council if in doubt.

Check with Council how they prefer to have the application lodged. For example, they may have an online lodgement system, prefer email or want an electronic and hard copy. Check also how many copies of plans and the size of plans that may be required.

Contact details are listed in the lodgement section on the last page of the form.

▲ Approval from other authorities: In addition to obtaining a planning permit, approvals or exemptions may be required from other authorities or Council departments. Depending on the nature of your proposal, these may include food or health registrations, building permits or approvals from water and other service authorities.

EXAMPLES

Example 1

The Land i

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

St. No.: *26* St. Name: *Planmore Avenue*

Suburb/Locality: *HAWTHORN*

Formal Land Description *
Complete either A or B.

A Lodged Plan Title Plan Plan of Subdivision

OR

B

⚠ This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

Example 2

i **For what use, development or other matter do you require a permit? ***

Construction of two, double-storey dwellings and construction of two new crossovers.

📎 Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

Example 3

Existing Conditions i

Describe how the land is used and developed now *

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Single dwelling.

📎 Provide a plan of the existing conditions. Photos are also helpful.

Example 4

Applicant and Owner Details i

Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Please provide at least one contact phone number *

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:
Title: *Mr* First Name: *Len* Surname: *Browning*

Organisation (if applicable): *Responsible Developers P/L*

Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: *4* St. No.: *12* St. Name: *Ardour Lane*

Suburb/Locality: *Wucheproof* State: *Vic* Postcode: *3527*

Contact information for applicant OR contact person below

Business phone: *9123 4567* Email: *tcpl@bigpond.net.au*

Mobile phone: *0412 345 678* Fax: *9123 4567*

Contact person's details* Same as applicant

Name:
Title: *Mr* First Name: *Andrew* Surname: *Hodge*

Organisation (if applicable): *Town Planning Consultants*

Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: St. No.: St. Name: *PO Box 111*

Suburb/Locality: *Parkdale* State: *Vic* Postcode: *3194*

Name: Same as applicant

Title: First Name: Surname:

Organisation (if applicable):

Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: St. No.: St. Name:

Suburb/Locality: State: Postcode:

Owner's Signature (Optional): Date: day / month / year

Cardinia
ADVERTISED MATERIAL
Planning Application: T250665
Date Prepared: 08 May 2026

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Request to amend a current planning permit application



This form is used to request an amendment to an application for a planning permit that has already been lodged with Council, but which has not yet been decided. This form can be used for amendments made before any notice of the application is given (pursuant to sections 50 / 50A of the *Planning and Environment Act 1987*) or after notice is given (section 57A of the Act).

PERMIT APPLICATION DETAILS

Application No.:	T250665 PA
Address of the Land:	FY 2/100 Bald Hill Road, Pakenham VIC 3810

APPLICANT DETAILS

Name:	[REDACTED]
Organisation:	
Address:	9 Ascot Court DANDENONG NORTH VIC 3175
Phone:	[REDACTED]
Email:	[REDACTED]

AMENDMENT TYPE

Under which section of the Act is this amendment being made? (select one)	
Section 50 – Amendment to application at request of applicant before notice:	<input type="checkbox"/>
Section 50A - Amendment to application at request of responsible authority before notice:	<input checked="" type="checkbox"/>
Section 57A – Amendment to application after notice is given:	<input type="checkbox"/>

AMENDMENT DETAILS

What is being amended? (select all that apply)		
What is being applied for <input type="checkbox"/>	Plans / other documents <input checked="" type="checkbox"/>	Applicant / owner details <input type="checkbox"/>
Land affected <input type="checkbox"/>	Other <input type="checkbox"/>	

Describe the changes. If you need more space, please attach a separate page.

As per the RFI letter, the Town Planning Report, Waste Management Plan, and amended plans have been prepared and are attached for your review.



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Specify the estimated cost of any development for which the permit is required:

Not applicable

Unchanged

New amount \$

DECLARATION

I declare that all the information in this request is true and correct and the owner (if not myself) has been notified of this request to amend the application.

Name:

Signature:

Date:

LODGEMENT

Please submit this form, including all amended plans/documents, to mail@cardinia.vic.gov.au

You can also make amendments to your application via the Cardinia ePlanning Portal at <https://eplanning.cardinia.vic.gov.au/>

If you have any questions or need help to complete this form, please contact Council's Statutory Planning team on 1300 787 624.

IMPORTANT INFORMATION

It is strongly recommended that before submitting this form, you discuss the proposed amendment with the Council planning officer processing the application.

Please give full details of the nature of the proposed amendments and clearly highlight any changes to plans (where applicable). If you do not provide sufficient details or a full description of all the amendments proposed, the application may be delayed.

No application fee for s50/s50A requests unless the amendment results in changes to the relevant class of permit fee or introduces new classes of permit fees. The fee for a s57A request is 40% of the relevant class of permit fee, plus any other fees if the amendment results in changes to the relevant class (or classes) of permit fee or introduces new classes of permit fees. Refer to the *Planning and Environment (Fees) Regulations 2016* for more information.

The amendment may result in a request for more under section 54 of the Act and/or the application requiring notification (or re-notification). The costs associated with notification must be covered by the applicant.

Council may refuse to amend the application if it considers that the amendment is so substantial that a new application for a permit should be made.

Any material submitted with this request, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 2

VOLUME 11154 FOLIO 157

Security no : 124133212906R
Produced 24/03/2026 05:42 AM

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 621386L.
PARENT TITLES :
Volume 10958 Folio 584 to Volume 10958 Folio 585
Created by instrument PS621386L 24/08/2009



REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
PAKHAM PTY LTD of 33 TEMPLE DRIVE THOMASTOWN VIC 3074
AJ239323S 06/10/2011

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AY578491V 08/11/2024
BANK OF QUEENSLAND LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

AGREEMENT Section 173 Planning and Environment Act 1987
AE483491X 14/07/2006

DIAGRAM LOCATION

SEE PS621386L FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: FACTORY 2 100 BALD HILL ROAD PAKENHAM VIC 3810

ADMINISTRATIVE NOTICES

NIL

eCT Control 19006F BANK OF QUEENSLAND LIMITED
Effective from 08/11/2024

OWNERS CORPORATIONS

The land in this folio is affected by

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

OWNERS CORPORATION 1 PLAN NO. PS621386L

DOCUMENT END



ADVERTISED MATERIAL

Planning Application: T250665

Date Prepared: 08 May 2026

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Cardina
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**Application by
 Responsible Authority,
 Relevant Authority,
 Referral Authority or Council
 for the making of a recording of an
 agreement
 Section 181(1) Planning and Environment Act 1987**

Lodged by:

Name: Deacons
Phone: 8686 6000
Address: RACV Tower, 485 Bourke Street, Melbourne
Ref: 2589508
Customer Code: 1724X

The authority or council having made an agreement requires a recording to be made in the Register for the land.

Land: Certificate of Title Volume 10780 Folio 751
Authority or council: Melbourne Water Corporation of 100 Wellington Parade, East Melbourne
Section and Act under which agreement made: Section 173 Planning & Environment Act 1987

A copy of the agreement is attached to this application

Date:

13.7.06

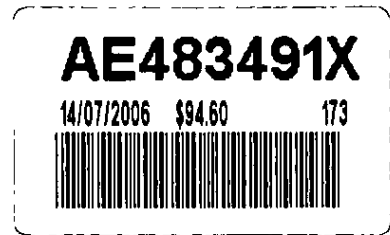
Signed:

Name:

Office held



13/7/06



CARDINIA SHIRE COUNCIL

- and -

**BORMAR DEVELOPMENTS PTY LTD
(ACN 104 452 860)**

- and -

**MELBOURNE WATER CORPORATION
(ABN 81 945 986 953)**

SECTION 173 AGREEMENT

**RIGBY COOKE
Lawyers
Level 13
469 LaTrobe Street
MELBOURNE VIC 3000
DX 191 Melbourne**

**Tel: (03) 9321 7888
Fax: (03) 9321 7900
Ref. MDM: CMP:20060369**


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Section 173 Agreement (Bormar)

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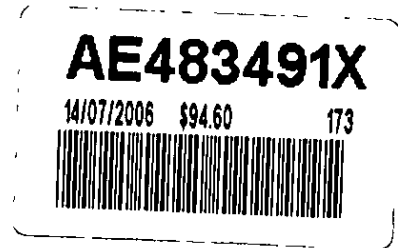
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THIS AGREEMENT is made the 11th day of July 2006 pursuant to Section 173 of the *Planning and Environment Act 1987* (the "Act")



PARTIES:

CARDINIA SHIRE COUNCIL
of Henty Way, Pakenham, 3810

(the "Responsible Authority")

AND

BORMAR DEVELOPMENTS PTY LTD
(ACN 104 452 860)
of 'Central 2', Suite 34, Level 1, 1 Ricketts Road, Mount Waverley, Victoria, 3149
(the "Owner")

AND

MELBOURNE WATER CORPORATION
(ABN 81 945 386 953)
of 100 Wellington Street, East Melbourne, 3002
(the "Melbourne Water")

RECITALS:

- A. The Responsible Authority is responsible for the administration and enforcement of the Cardinia Planning Scheme pursuant to the provisions of the Act.
- B. The Owner is the registered proprietor or entitled to be registered as the proprietor of an estate in fee simple of the land described in Certificate of Title Volume 10780 Folio 751 being Lot D on Plan of Subdivision 511184N and known as Bald Hill Road, Pakenham (the "Land").
- C. The Land is subject to a mortgage (registration number AD046425L) in favour of the National Australia Bank Ltd (the "Mortgagee"). The Mortgagee has consented to the Owner entering into this Agreement.
- D. On 26 November 2004 (as subsequently amended on 8 February 2006 and 5 May 2006) the Responsible Authority issued Planning Permit No. TO40610B to develop the Land for the purpose of a seventeen (17) lot subdivision (the "Planning Permit").
- E. Melbourne Water is a referral authority under the Cardinia Planning Scheme.
- F. Condition 7(e) of the Planning Permit provides as follows:

Prior to a Statement of Compliance being issued, the following must occur:


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 Planning and Environment
 Date Prepared: 08 May 2026

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In the event that the developer/land owner decides to carry out the option of filling the land 300^{mm} above the applicable flood level then the permit holder must enter into a Section 173 Agreement with the Melbourne Water to ensure that finished floor levels of any future dwellings are constructed to a minimum of 600^{mm} above the applicable flood level. The form and content of the agreement must be to the satisfaction of the Melbourne Water, and all costs relating to the preparation and registration of the agreement on title must be met by the permit holder. Prior to the issue of a Statement of Compliance, the permit holder must provide a dealing number to the responsible authority to demonstrate that the agreement has been lodged with the Land Titles Office.

G. Condition 12 of the Planning Permit provides as follows:

All new lots are to be filled to a minimum of 600^{mm} above the 100 year ARI flood level associated with the Pakenham and Deep Creek floodplains; or

The lots may be filled to a minimum of 300^{mm} above the applicable flood level, provided the developer enters into a Section 173 Agreement to ensure that finished floor levels of any future dwellings are constructed to a minimum of 600^{mm} above the applicable flood level. This Agreement is to be funded and facilitated by the developer. This includes any legal costs incurred by Melbourne Water as a result of the agreement.

H. The parties enter into this Agreement:-

- (a) to give effect to the arrangement made between the Owner, the Responsible Authority and Melbourne Water in relation to Conditions 7(e) and 12 of the Planning Permit;
- (b) to provide a means of compliance with the Planning Permit;
- (c) to achieve or advance the objectives of planning in Victoria and the objectives of the Cardinia Planning Scheme in respect to the Land; and
- (d) amongst other things to formalise an understanding reached between the parties regarding the use and development of the Land.

IT IS AGREED AND COVENANTED

1 DEFINITIONS


In this Agreement, the words and expressions set out in this clause have the following meanings unless the context admits otherwise:

"Act" means the *Planning and Environment Act, 1987*.

"Agreement" means this agreement and any agreement executed by the parties expressed to be

Section 173 Agreement (Boramar)

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 14/07/2006 \$94.60 173



supplemental to this agreement or any agreement which is a variation of or replacement for this agreement.

Cardinia
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 Planning Application: T250665
 Date of Issue: 07/07/2006

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"GST Act" means the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* (as amended).

"Land" means the land described in Recital B.

"Melbourne Water" includes any successor in law.

"Minimum Fill Works" means the placing of fill on all new lots on the Land to a minimum of 300^{mm} above the 100 year ARI flood level associated with the Pakenham and Deep Creek floodplains as designated by Melbourne Water.

"Mortgagee" means the person described in Recital C.

"Owner" means the person or persons registered or entitled from time to time to be registered by the Registrar of Titles as proprietor or proprietors of an estate in fee simple of the Land or any part of it and includes a Mortgagee in possession.

"Plan of Subdivision" means the Plan of Subdivision described in the Planning Permit.

"Planning Permit" means the Planning Permit described in Recital D including the plans endorsed under it.

"Planning Scheme" means the Cardinia Planning Scheme and any successor instrument or other planning scheme which applies to the Land.

"Responsible Authority" means Cardinia Shire Council or its successor as the authority responsible for administering and enforcing the Planning Scheme.

"Tribunal" means the Victorian Civil and Administrative Tribunal.

"Works" means the construction of the finished floor levels of any future dwelling on the Land to the minimum level described in clause 3.1(a).

2 INTERPRETATION


In this Agreement, unless the context indicates otherwise:

- 2.1 A reference to this Agreement includes any variation or replacement of it.
- 2.2 The singular includes the plural and the plural includes the singular.
- 2.3 A reference to a gender includes a reference to each other gender.
- 2.4 A reference to a person includes a reference to a firm, corporation or other corporate body and their successors in law.

Section 173 Agreement (Boramar)

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2.5 If a party consists of more than one person this Agreement binds them jointly and each of them severally.

Cardinia
ADVERTISED MATERIAL

Planning Application: T250665

Date: 08 May 2025

2.6 A reference to a statute includes any subordinate instruments made under that statute.

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2.7 A reference to a statute includes any statutes amending, consolidating or replacing that statute.

2.8 All headings are for ease of reference only and shall not be taken into account in the construction or interpretation of this Agreement.

2.9 The recitals to this Agreement are and will be deemed to form part of this Agreement including any terms defined within the Recitals.

2.10 A reference to the Responsible Authority includes its agents, officers, employees, servants, workers and contractors.

2.11 A reference to the Owner (if the Owner holds the Land in a trust capacity) includes the beneficiaries of the trust in relation to which it holds that Land. Where such a trust relationship exists, the Owner in executing this Agreement does so intending to assume not only personal liability but also to bind the trust for which it acts as trustee.

2.12 A reference to Melbourne Water includes its agents, officers, employees, servants, workers and contractors.

2.13 The obligations of the Owner under this Agreement, will take effect as separate and several covenants which are annexed to and run at law and equity with the Land provided that if the Land is subdivided, this Agreement must be read and applied so that each subsequent owner of a lot is only responsible for those covenants and obligations which relate to that owner's lot.

3 SPECIFIC OBLIGATIONS OF THE OWNER

3.1 Where the Owner has undertaken the Minimum Fill Works in a stage of the subdivision of the Land, the Owner agrees that:

- (a) the finished floor levels of any future dwelling in that stage of the subdivision on the Land will be constructed to a minimum of 600^{mm} above the 100 year ARI flood level associated with the Pakenham and Deep Creek flood plains as designated by Melbourne Water; and
- (b) prior to the issuing of a Statement of Compliance for that stage of the subdivision, a certified survey plan must be submitted to Melbourne Water showing (reduced to the Australian Height Datum) the lots on the Land that have been filled in accordance with the Minimum Fill Works; and
- (c) prior to the occupancy of any future dwelling in that stage of the subdivision on the Land, a certified survey plan must be submitted to Melbourne Water showing (reduced to the



Australian Height Datum) that the finished floor levels are in accordance with clause

Carding
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3.1(a) and (c)

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after the completion of the development of a lot in that stage of the subdivision on the lot and the finished floor level heights of all dwellings on that lot may not be altered without the further written consent of the Responsible Authority and Melbourne Water.

4 FURTHER OBLIGATIONS OF THE OWNER

4.1 Notice and Registration

The Owner must bring this Agreement to the attention of all prospective mortgagees, transferees, Lessee(s) (if any) and assigns.

4.2 Mortgagee to be Bound

The Owner covenants to obtain the consent of any mortgagee to be bound by the covenants in this Agreement if the mortgagee becomes Mortgagee in possession of the Land.

4.3 Registration of Agreement

The Owner must do all things necessary to enable the Responsible Authority and/or Melbourne Water to make an application to the Registrar of Titles to make a recording of this Agreement on the Certificate of Title to the Land in accordance with Section 181 of the Act including the signing of any further agreement, acknowledgment or other document.

4.4 Responsible Authority's and Melbourne Water's Costs to be Paid

The Owner must pay immediately on demand the reasonable legal costs of the Responsible Authority and Melbourne Water of and incidental to the preparation, execution and registration of this Agreement. These costs are and remain a charge on the Land until paid.

4.2 Indemnity


The Owner agrees to indemnify and keep indemnified the Responsible Authority and Melbourne Water from and against all costs, expenses, losses or damages that it may sustain, incur, suffer or be or become liable for or in respect of any suit, action, proceeding, judgment or claim brought by any person arising from or referable to any non-compliance with this Agreement.

4.3 Responsible Authority and Melbourne Water Access

The Owner agrees to allow the Responsible Authority and Melbourne Water to enter the Land at any reasonable time to assess compliance with this Agreement following two (2) days written notice to the Owner.

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5 FURTHER ASSURANCE

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5.1 The parties to this Agreement must do or cause to be done all things that are reasonably necessary to give effect to this Agreement.

6 AGREEMENT UNDER SECTION 173 OF THE ACT

6.1 The parties acknowledge and agree that this Agreement is made pursuant to Section 173 of the Act.

7 AGREEMENT RUNS WITH THE LAND

7.1 The parties acknowledge and agree that the obligations in this Agreement take effect as covenants annexed to the Land that run at law and in equity with Land and bind the Owner.

8 OWNER'S WARRANTIES

8.1 Without limiting the operation or effect which this Agreement has, the Owner warrants that apart from the Owner and any other person who has consented in writing to this Agreement, no other person has any interest, either legal or equitable, in the Land.

9 PLANNING OBJECTIVES

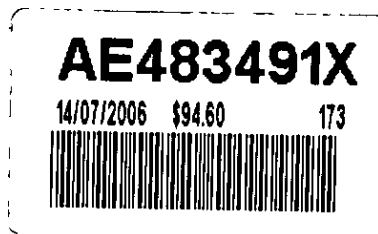
9.1 The parties acknowledge that the provisions of this Agreement are intended to achieve or advance the Objectives of Planning in Victoria and the objectives of the Planning Scheme.

10 SUCCESSORS IN TITLE

10.1 Without limiting the operation or effect which this Agreement has, the Owner must ensure that, until such time as a memorandum of this Agreement is registered on the title to the Land, successors in title must be required to:

- (a) give effect to and do all acts and sign all documents which will require those successors to give effect to this Agreement; and
- (b) execute a deed agreeing to be bound by the terms of this Agreement.

11 GOODS AND SERVICES TAX



11.1 Definitions and Expressions

Cardinia

ADVANCED EXPRESSIONS
Planning Application: T250665
Date Prepared: 08 May 2026

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Expressions used in this Agreement that are defined in the GST Act have the same meaning as given to them in the GST Act, unless expressed to the contrary.

11.2 Liability to pay any GST

Except where express provision is made to the contrary, and subject to this clause, any consideration that may be provided under this Agreement is exclusive of any GST. If a Party makes a taxable supply in connection with this Agreement for a consideration which represents its value, then the recipient of the taxable supply must also pay, at the same time and in the same manner as the value is otherwise payable, the amount of any GST payable in respect of the Taxable Supply.

11.3 Costs

To the extent that one party is required to reimburse another Party for costs incurred by the other party, those costs do not include any amount in respect of GST for which the other party is entitled to claim an input tax credit.

11.4 Tax Invoice

A party's right to payment of GST is subject to a Tax Invoice being delivered to the recipient of the taxable supply.

12 GENERAL MATTERS

12.1 Service of Notice

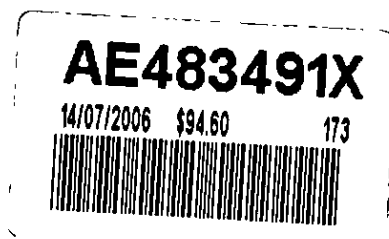
A notice or other communication required or permitted to be served shall be in writing and may be served by a party on another party:

- (a) by delivering it personally; or
- (b) by sending it by pre paid post at the address set out in this Agreement, or any address notified to the Australian Securities and Investment Commission under the *Corporations Act 2001* and Regulations or the address subsequently notified to each party from time to time; or
- (c) by sending it by facsimile provided that a communication sent by facsimile shall be confirmed in writing by hand delivery or pre paid post.

12.2 Time of Service

A notice or other communication is deemed served:

Section 173 Agreement (Bomar)



(a) if delivered personally on the same business day subject to Clause 12.2(d);

Cardinia

ADVERTISED MATERIAL
Planning Application: T250665
Date Prepared: 08 May 2006

(b) if posted within Australia to an Australian address, two (2) business days after the date of posting and in any other case, seven (7) business days after the date of posting;

(c) if sent by facsimile, on the same business day;

(d) if received after 6.00pm in the place of receipt or on a day which is not a business day, at 9.00am on the next business day.

12.3 No Waiver

Any time or other indulgence granted by the Responsible Authority or Melbourne Water to the Owner or any variation of the terms and conditions of this Agreement or any judgement or order obtained by the Responsible Authority or Melbourne Water against the Owner will not in any way amount to a waiver of any of the rights or remedies of the Responsible Authority or Melbourne Water in relation to the terms of this Agreement.

12.4 Jurisdiction

For the purposes of this Agreement, the parties acknowledge that they are subject to the jurisdiction of the Act and the Victorian courts or tribunals for the enforcement of this Agreement.

12.5 Severability

If a court, arbitrator, tribunal or other competent authority determines that a word, phrase, sentence, paragraph or clause of this Agreement is unenforceable, illegal or void then it shall be severed and the other provisions of this Agreement shall remain operative.


12.6 Disputes

- (a) If there is a dispute between the parties concerning the interpretation or implementation of this Agreement, that dispute must be referred to the Tribunal for resolution to the extent permitted by the Act.
- (b) If there is a dispute concerning any matter which is not referable to the Tribunal under the Act, that dispute must be referred for arbitration by an Arbitrator agreed upon in writing by the Parties or, in the absence of such agreement the Chairman of the Victorian Chapter of the Institute of Arbitrators, Australia or his nominee, for arbitration.
- (c) Where provision is made in this Agreement that any matter be done to the satisfaction of the Responsible Authority and/or Melbourne Water or any of their officers and a dispute arises in relation to such provision, the dispute must be referred to the Tribunal in accordance with Section 149(1)(b) of the Act.
- (d) The Parties must be entitled to legal representation for the purposes of any arbitration or referral and , unless the Arbitrator, Chairman, nominee or the Tribunal otherwise directs,

Agreement (Bomar)

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each Party must bear its own costs.

12.7 No Fettering of Responsible Authority's Powers

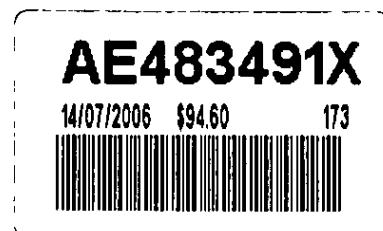
The parties acknowledge and agree that this Agreement does not fetter or restrict the power or discretion of the Responsible Authority to make any decision or impose any requirements or conditions in connection with the granting of any planning approval or certification of any plans of subdivision applicable to the Land or relating to any use or development of the Land.

13 COMMENCEMENT OF AGREEMENT

13.1 This Agreement commences from the date of its execution by the parties.

14 AMENDMENT

14.1 Subject to the consent of the Minister responsible for administering the Act, the parties may agree in writing to amend this Agreement.



Section 173 Agreement (Boromar)

Signatures
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Planning Application: T250665

Date of receipt: 08 May 2026

EXECUTED as a Deed

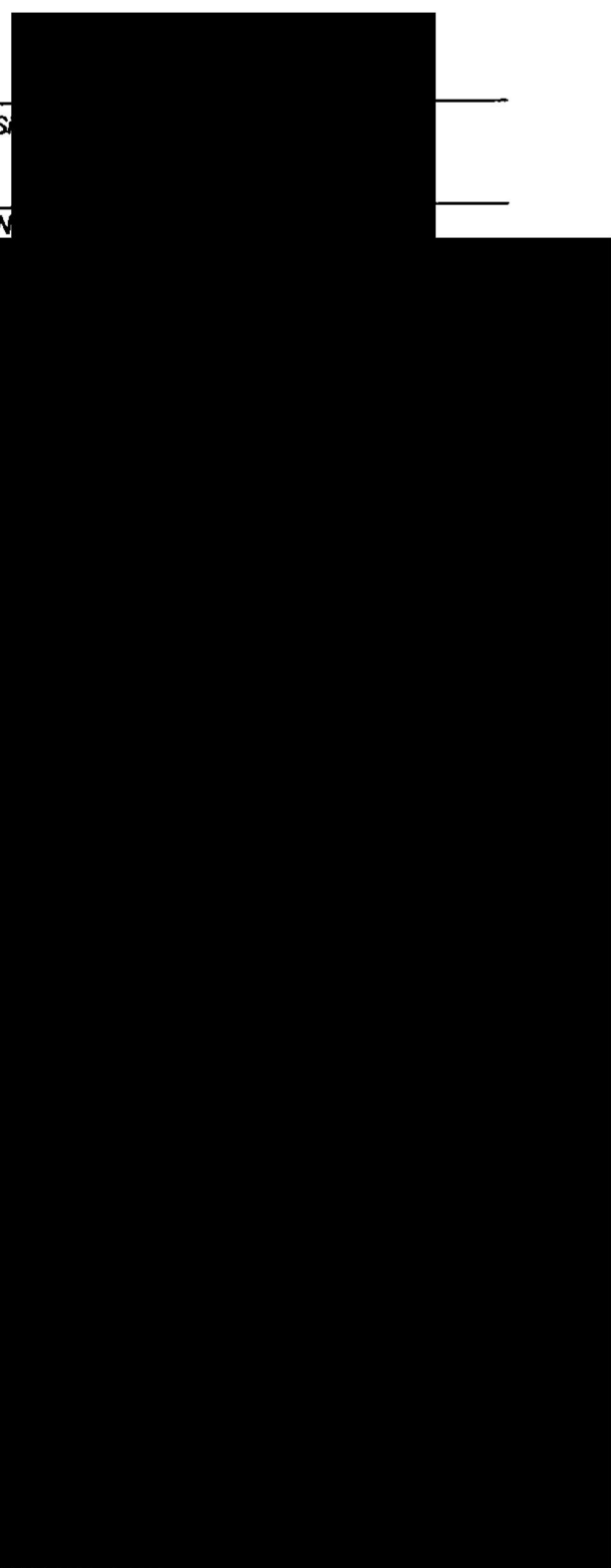
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EXECUTED BY CARDINIA SHIRE COUNCIL by being

SIGNATURE **COVERED** by its
Mayor **is** the delegate
of a **responsible** Authority
in the presence of:

)
)
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Mortgagee's Consent

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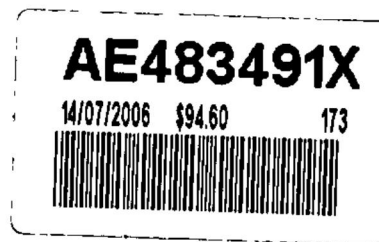
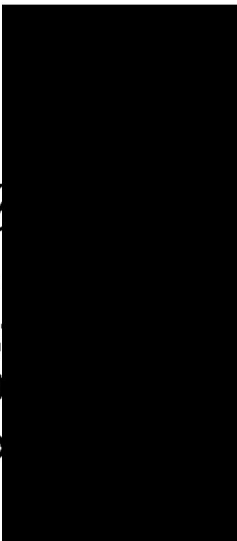
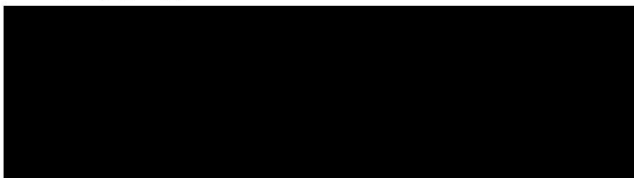
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The National Bank of Australia as Mortgagee of registered Mortgage No. AD046425L consents to the Owner entering into this Agreement and in the event that the Mortgagee becomes Mortgagee in possession, agrees to be bound by the covenants and conditions of this Agreement.

EXECUTED BY MORTGAGEE:

EXECUTED BY NATIONAL AUSTRALIA BANK LIMITED BY)
BEING SIGNED, SEALED AND DELIVERED IN VICTORIA BY ITS)
ATTORNEY NICHOLAS CHARLES O'CONNOR UNDER POWER)
OF ATTORNEY DATED 28/2/1991 (A CERTIFIED COPY OF)
WHICH IS FILED IN PERMANENT ORDER BOOK 277 AS) M
PAGE 3) WHO DECLARES THAT HE HOLDS THE OFFICE)
IN THE BANK INDICATED UNDER HIS SIGNATURE IN THE)
PRESENCE OF:)



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13/08/2009 \$1506.30 PS



Cardinia
PLAN OF SUBDIVISION
ADVERTISED MATERIAL
 Planning Application 1250665
 Date Prepared: 28 May 2026

STAGE No. / LRS USE ONLY
EDITION 1

LOCATION OF LAND
 PARISH: NAP NAP COON
 TOWNSHIP: ---
 SECTION: ---
 CROWN ALLOTMENT: 35A (PART)
 CROWN PORTION: ---
 TITLE REFERENCES: VOL 10958 FOL 584
 VOL 10958 FOL 585
 LAST PLAN REFERENCE: PS 511193M, LOTS 2 & 3
 POSTAL ADDRESS (AT TIME OF SUBDIVISION): 100 BALD HILL ROAD
 PAKENHAM 3810
 MGA COORDINATES: E: 368 555
 (OF APPROX. CENTRE OF PLAN) N: 5 783 445 ZONE: 55

COUNCIL CERTIFICATION AND ENDORSEMENT
 COUNCIL NAME : CARDINIA SHIRE COUNCIL REF : S09/006
 1. This plan is certified under Section 6 of the Subdivision Act 1988.
~~2. This plan is certified under Section 11(7) of the Subdivision Act 1988.~~
~~Date of the original certification under Section 6 / /~~
 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988.
OPEN SPACE
 (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 ~~has~~ / has not been made.
 (ii) ~~The requirement has been satisfied.~~
 (iii) ~~The requirement is to be satisfied in Stage~~
 Council Delegate *D. Squires*
~~Council Seal~~
 Date **27/07/09**
~~Re-certified under Section 11(7) of the Subdivision Act 1988.~~
~~Council Delegate~~
~~Council Seal~~
~~Date / /~~

VESTING OF ROADS OR RESERVES

IDENTIFIER	COUNCIL/BODY/PERSON
NIL	NIL

NOTATIONS
 STAGING This is not a staged subdivision
 Planning Permit No. T080803

DEPTH LIMITATION - DOES NOT APPLY

LOTS ON THIS PLAN MAY BE AFFECTED BY ONE OR MORE OWNERS CORPORATIONS - SEE OWNERS CORPORATION SEARCH REPORT(S) FOR DETAIL.

THICK CONTINUOUS LINES DENOTE BOUNDARIES DEFINED BY BUILDINGS.

LOCATION OF BOUNDARIES DEFINED BY BUILDINGS:-

MEDIAN BOUNDARIES SHOWN THUS

EXTERIOR FACE - ALL OTHER BOUNDARIES.

LOTS IN THIS PLAN MAY BE AFFECTED BY ONE OR MORE OWNERS CORPORATIONS - SEE OWNERS CORPORATION SEARCH REPORT FOR DETAILS

THIS PLAN IS BASED ON SURVEY
 THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS Nos. 461 & 462
 IN PROCLAIMED SURVEY AREA No. 71

EASEMENT INFORMATION

LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)

SECTION 12(2) OF THE SUBDIVISION ACT 1988 APPLIES TO ALL THE LAND IN THIS PLAN.

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited or in favour of
E-1	DRAINAGE	3.50	PS 511193M	CARDINIA SHIRE COUNCIL
E-1	SEWERAGE	3.50	PS 511193M	SOUTH EAST WATER LTD
E-2	SEWERAGE	0.20	THIS PLAN	SOUTH EAST WATER LTD

LRS USE ONLY
 STATEMENT OF COMPLIANCE/
 EXEMPTION STATEMENT
 RECEIVED
 DATE 13/ 8 /2009

LRS USE ONLY
 PLAN REGISTERED
 TIME 6.33pm
 DATE 24/ 8 /2009
 A.R.T.
 Assistant Registrar of Titles
 SHEET 1 OF 4 SHEETS

Speedie Development Consultants
 Pty. Ltd.
 SURVEYORS, ENGINEERS, PLANNERS AND
 DEVELOPMENT CONSULTANTS
 55 Marine Parade, Hastings, Vic 3915 (03) 5979 5000
 Email: reception@speedies.com.au

LICENSED SURVEYOR ANDREW M LOVELOCK
 SIGNATURE *[Signature]* DATE 28/05/2009
 REF 9307S VERSION 3
 CAD FILE: ...\\9307\9307S_V3\9307SSH1.DGN

D. Squires
 DATE 27/07/09
 COUNCIL DELEGATE SIGNATURE
 ORIGINAL SHEET SIZE A3

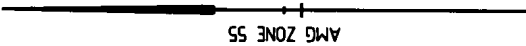
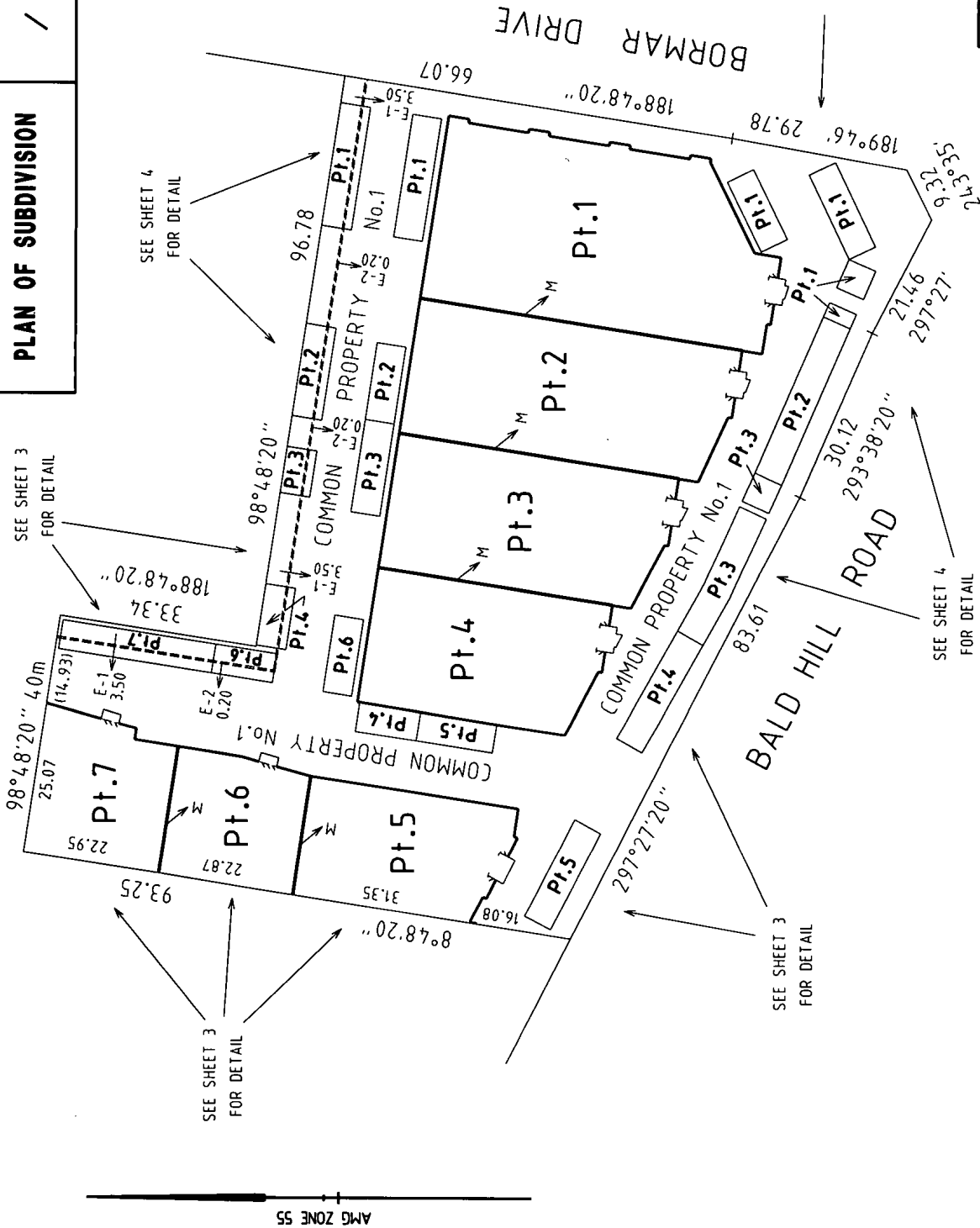
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 Planning Application: T250665
 Date Prepared: 08 May 2026

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PLAN NUMBER
PS 6213861

STAGE No.
 /

PLAN OF SUBDIVISION



SEE SHEET 4
FOR DETAIL

SEE SHEET 4
FOR DETAIL

SEE SHEET 3
FOR DETAIL

SEE SHEET 3
FOR DETAIL

SEE SHEET 3
FOR DETAIL

SEE SHEET 4
FOR DETAIL

SHEET 2

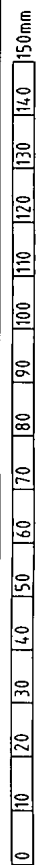
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 DATE 28/05/2009
 VERSION 3

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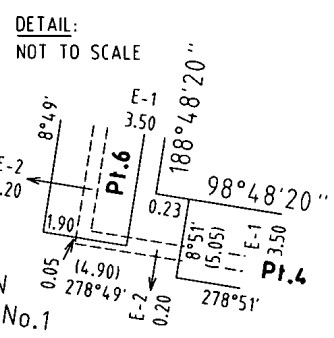
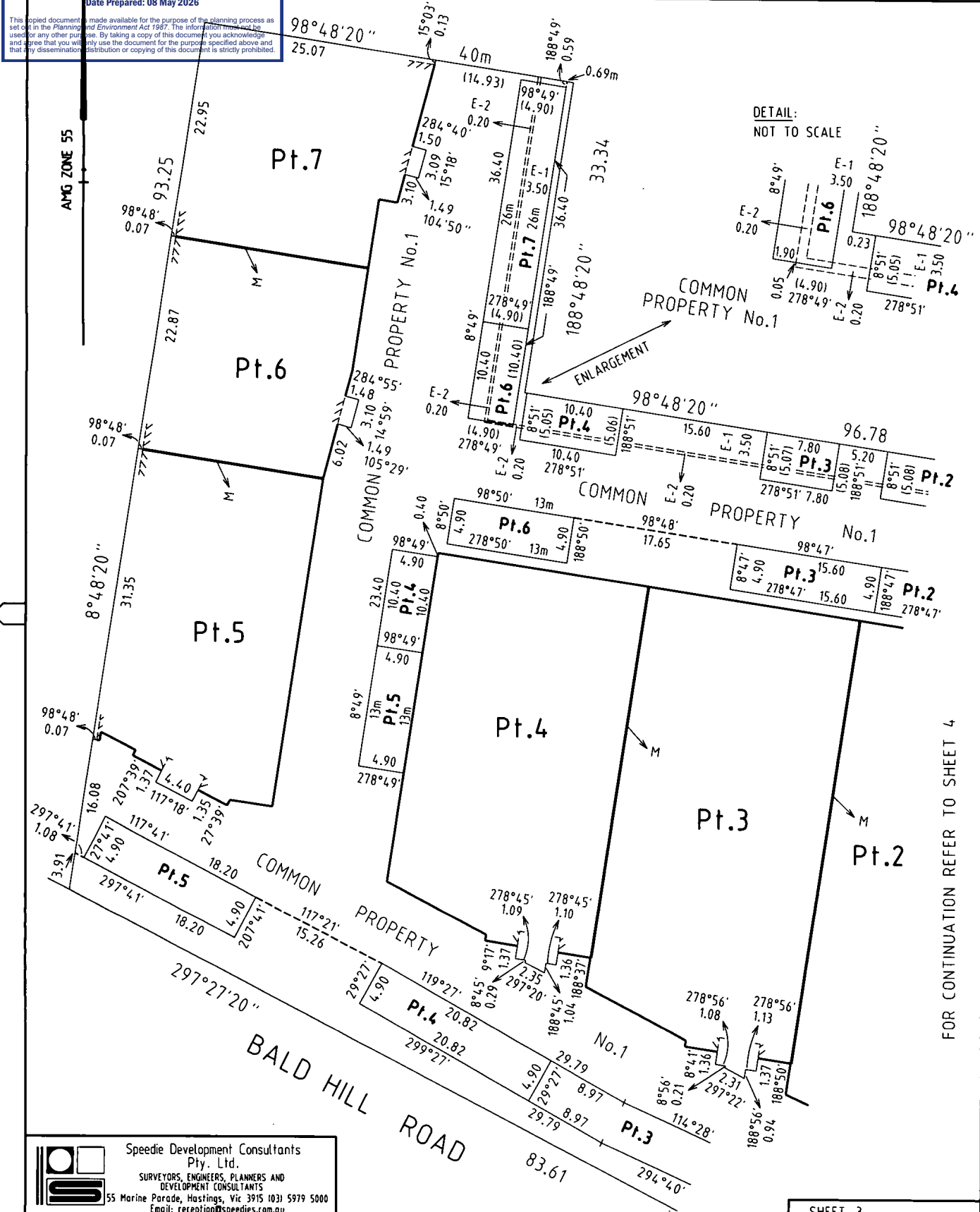
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 55 Marine Parade, Hastings, VIC 3185 (03) 5979 5000
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PLAN OF SUBDIVISION	STAGE No. /	PLAN NUMBER PS 621386L
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FOR CONTINUATION REFER TO SHEET 4

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 55 Marine Parade, Hastings, Vic 3915 (03) 5979 5000
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ORIGINAL
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 SIZE A3 1:400

SCALE

LENGTHS ARE IN METRES

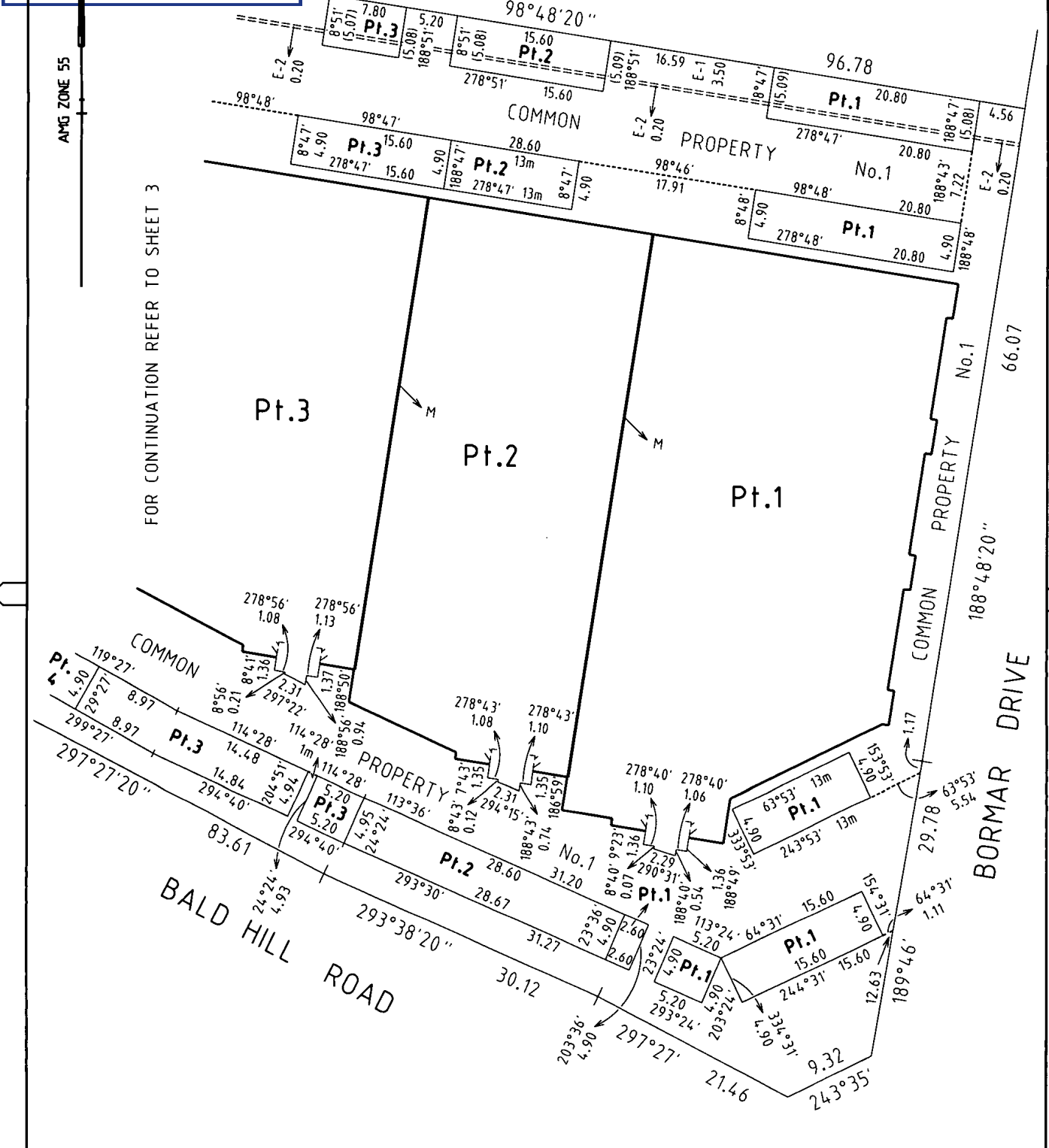
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 SIGNATURE DATE 28/05/2009
 REF 9307S VERSION 3
 CAD FILE: ...9307\9307S_V3\9307SSH3.DGN

SHEET 3

DATE 27/07/09
 COUNCIL DELEGATE SIGNATURE

Cardina ADVERTISED MATERIAL Planning Application: T250665 Date Prepared: 08 May 2026	PLAN OF SUBDIVISION	STAGE No. /	PLAN NUMBER PS 621386L
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ORIGINAL	SCALE	LICENSED SURVEYOR ANDREW M LOVELOCK SIGNATURE DATE 28/05/2009 REF 9307S VERSION 3 CAD FILE: ...9307\9307S_V3\9307SSH4.DGN
SHEET SIZE A3	1:400	

SCALE LENGTHS ARE IN METRES	SHEET 4 DATE 27/07/09 COUNCIL DELEGATE SIGNATURE
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Department of Transport and Planning

Cardinia

ADVERTISED MATERIAL

Planning Application: 1250665

Date Prepared: 08 May 2026

Owners Corporation Search Report

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Produced: 24/03/2026 05:42:53 AM

**OWNERS CORPORATION 1
PLAN NO. PS621386L**

The land in PS621386L is affected by 1 Owners Corporation(s)

Land Affected by Owners Corporation:

Common Property 1, Lots 1 - 7.

Limitations on Owners Corporation:

Unlimited

Postal Address for Services of Notices:

362 NEPEAN HIGHWAY FRANKSTON VIC 3199

AG721306F 31/08/2009

Owners Corporation Manager:

NIL

Rules:

Model Rules apply unless a matter is provided for in Owners Corporation Rules. See Section 139(3) Owners Corporation Act 2006

Owners Corporation Rules:

NIL

Additional Owners Corporation Information:

OC005179C 24/08/2009

Notations:

NIL

Entitlement and Liability:

NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Common Property 1	0	0
Lot 1	1643	1643
Lot 2	1220	1220
Lot 3	1052	1052
Lot 4	879	879
Lot 5	667	667
Lot 6	479	479



Department of Transport and Planning

Owners Corporation Search Report

Produced: 24/03/2026 05:42:53 AM

OWNERS CORPORATION 1
PLAN NO. PS621386L

Entitlement and Liability:

NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Lot 7	531	531
Total	6471.00	6471.00

From 31 December 2007 every Body Corporate is deemed to be an Owners Corporation. Any reference to a Body Corporate in any Plan, Instrument or Folio is to be read as a reference to an Owners Corporation.

Statement End.



ADVERTISED MATERIAL

Planning Application: T250665
Date Prepared: 08 May 2026

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SMART
TOWN PLANNING
How to SMART Plans



24th March 2026

[REDACTED]
Senior Statutory Planner
Cardinia Shire Council

Re: Further Information Response – Application T250665
Factory 2, 100 Bald Hill Road, Pakenham VIC 3810

Dear [REDACTED]

We refer to Council's Request for Further Information dated 24 November 2025.

Please find attached the updated documents addressing all requested items:

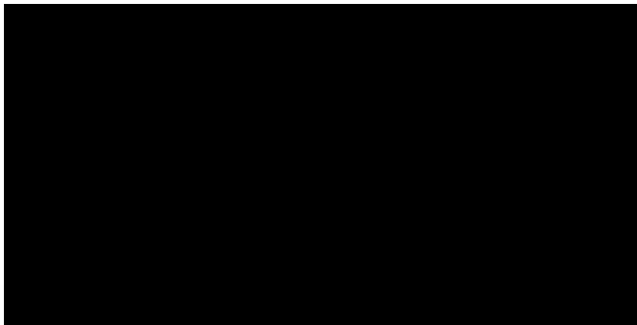
- Town Planning Report
- Town Planning drawings
- Car Parking Demand Assessment
- Waste Management Plan
- Title Documents (including Section 173 Agreement)
- Plan of Subdivision

The proposal has been clarified as a small-scale, indoor function centre, accommodating up to 30 patrons and 4 staff, operating between 5:00 pm and 11:30 pm, with all activities contained within the building.

We respectfully request that Council consider the application favourably and proceed to issue a planning permit, subject to appropriate conditions.

Please let us know if any further information is required.

Yours sincerely,



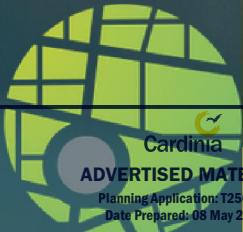
Smart Town Planning Pty Ltd.

75 Ormond Road
Hampton Park, VIC 3976

0410 348 448

info@SmartTownPlanning.com.au

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SMART
TOWN PLANNING

DEDICATED TO EXCELLENCE

TOWN PLANNING REPORT

FY 2/100 BALD HILL ROAD, PAKENHAM VIC 3810

APPLICATION:

CHANGE OF USE TO A FUNCTION CENTRE (PLACE OF ASSEMBLY)

MARCH

2026



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Date Prepared: 08 May 2026

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LOAN REPRODUCTION

This Town Planning Report has been prepared in support of a planning permit application for the use of land as a Place of Assembly (Function Centre) at Factory 2, 100 Bald Hill Road, Pakenham. The application seeks approval under the Cardinia Planning Scheme to facilitate the adaptive re-use of an existing industrial tenancy for a small-scale indoor function centre.

The subject site is located within the Industrial 1 Zone (IN1Z), which is primarily intended to accommodate manufacturing industry, warehousing, and associated commercial and industrial activities. While the zone prioritises industrial uses, it also allows for other uses where they can be demonstrated to be compatible with the surrounding industrial context and do not adversely impact the ongoing operation of nearby industrial activities. This report provides an assessment of the proposal against the relevant planning controls, policies and decision guidelines applicable to the site.

The proposal involves the conversion of an existing industrial building into a low-intensity function centre, with no external alterations or expansion of the building footprint. The function centre is designed to accommodate a maximum of 30 patrons at any one time, supported by a maximum of four staff members, ensuring that the scale of the use remains modest and manageable within the industrial setting.

The proposed operating hours are 5:00 pm to 11:30 pm, Thursday to Sunday a week, allowing for flexibility in hosting events while avoiding late-night activities that could potentially impact surrounding uses. The relatively limited patron capacity and controlled operating hours ensure that the proposal maintains a low operational intensity consistent with the expectations of the surrounding industrial precinct.

The function centre is intended to host small-scale, private and community-based events, including birthday parties, family gatherings, and informal social functions. The proposal does not involve large-scale events, nightclub-style operations, or high-intensity entertainment activities. All functions will be conducted entirely within the enclosed building, thereby minimising potential impacts such as noise, traffic, and disturbance to neighbouring properties.

Importantly, no external building works are proposed as part of this application. The existing built form, façade, and overall industrial character of the building will be retained. All modifications are limited to internal fit-out works required to facilitate the proposed use, including the arrangement of a function hall, kitchen, and entry area. As such, the proposal represents an efficient and sustainable re-use of an existing building without altering the visual or physical character of the site.


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Overall, the proposal seeks to activate an existing tenancy within an established industrial precinct through a low-impact and appropriately scaled use, while ensuring that the amenity of the surrounding area and the ongoing function of the industrial zone are not compromised.

2.0 SITE AND SURROUNDS



Figure 1: Aerial View (<https://mapshare.vic.gov.au/MapshareVic/>)

2.1 Site Description

The subject site is located on the northern side of Bald Hill Road within an established and well-developed industrial precinct in the City of Cardinia. The site forms part of a broader industrial subdivision and is characterised by a consistent pattern of warehouse and factory-style developments typical of the Industrial 1 Zone.

The subject tenancy (Factory 2) is contained within an existing industrial building of conventional warehouse form, comprising a functional layout with generous internal floor area and sufficient height to accommodate a variety of industrial and commercial activities. The building is part of a multi-unit industrial complex, where several tenancies are arranged within a coordinated development and share common access and parking infrastructure.

Vehicle access to the site is provided via existing crossovers from Bald Hill Road and Bormar Drive, which connect to an internal circulation driveway serving all tenancies within the complex. This arrangement allows for efficient and safe


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vehicle movements throughout the site, including access for patrons, staff, and service vehicles.

The site is supported by 18 on-site car parking spaces, comprising 9 spaces located at the front of the tenancy and 9 spaces located at the rear in two separate parking bays. These parking areas are conveniently located and directly accessible from the internal driveway, allowing for practical and orderly parking arrangements associated with the proposed use.

The subject land benefits from established infrastructure and services, including sealed accessways, drainage, electricity, and other essential utilities typical of an industrial estate. The availability of these services ensures that the proposed use can be accommodated without the need for any additional infrastructure upgrades or external works.

Importantly, no external building works or extensions are required as part of the proposal. The existing building will be retained in its current form, with all changes limited to internal fit-out. As such, the proposal maintains the established built form, scale, and industrial character of the site, while making efficient use of an existing tenancy.

2.2 Surrounding Land Uses

The surrounding area is predominantly characterised by industrial and commercial land uses, consistent with the intent and purpose of the Industrial 1 Zone. The broader precinct accommodates a mix of warehouses, storage facilities, light industrial operations, and service-based businesses that support the industrial economy of the area.

Immediately adjoining the subject tenancy, the surrounding uses include:

- To the right (east): KemizO Entertainment Centre, which represents a commercial-style indoor entertainment use within the industrial precinct.
- To the left (west): CDS VIC Fast Counting Depot Pakenham, which is a specialised industrial facility associated with cash handling and processing.

In addition to these adjoining uses, the wider area contains a range of warehouse, logistics, and service industry operations, contributing to the overall industrial character of the precinct. These uses typically generate daytime activity with some variation depending on the nature of individual businesses.

Bald Hill Road functions as an important local connector road, facilitating access to the surrounding industrial areas and providing connections to the broader road network. The road is designed to accommodate industrial traffic volumes, including larger vehicles, and supports efficient movement within the precinct.

Importantly, there are no immediate sensitive residential interfaces adjoining the subject site. Any residential areas are located at a separation distance and are buffered by intervening roads and industrial uses. This physical separation significantly reduces the potential for adverse amenity impacts, particularly in relation to noise, traffic, and evening activity.

Given the established industrial context and the absence of nearby sensitive uses, the site is well suited to accommodate a low-intensity place of assembly, such as the proposed function centre, without compromising the amenity of the surrounding area or the ongoing operation of neighbouring industrial uses.



Figure 2: Front façade of the building

3.0 PROJECT PROPOSAL

3.1 Overview of the Proposal

The proposal seeks approval for the change of use of an existing industrial tenancy to a Function Centre (Place of Assembly) at Factory 2, 100 Bald Hill Road, Pakenham. The development involves the adaptive re-use of the existing building to accommodate a small-scale indoor function venue.

No external building works, extensions, or alterations are proposed as part of this application. The existing building envelope, façade, and overall industrial character of the site will be retained. All works are limited to internal fit-out, ensuring that the proposal maintains the established appearance and function of the industrial complex while enabling a compatible new use.

3.2 Internal Layout

The internal layout of the building has been designed to support the proposed function centre use in a simple and functional manner. The layout is organised into three key areas to facilitate efficient circulation and operation.

At the front of the building, an entrance and lobby area will be provided, offering a clear and welcoming arrival point for patrons. This area will function as the main access point and transition space into the venue.

The main central area of the building will be used as the function hall, which will accommodate up to 30 patrons. This space will be used for small-scale events such as birthday parties, family gatherings, and social functions. The layout allows for flexible seating and circulation arrangements depending on the nature of each event.

At the rear of the building, a kitchen area will be provided for food preparation associated with the functions. The kitchen will operate solely in connection with booked events and will not function as a standalone commercial food premises.

All activities associated with the proposed use will be conducted entirely within the building, ensuring that operations remain contained and do not impact external areas.

3.3 Operational Details

The function centre is intended to operate as a low-intensity, small-scale venue catering for private events. The operational characteristics of the use have been carefully defined to ensure compatibility with the surrounding industrial environment.

The venue will accommodate a maximum of 30 patrons at any one time, supported by up to four staff members. The proposed operating hours are from 5:00 pm to 11:30 pm, Thursday to Sunday. This allows for both evening functions and limited daytime flexibility, while avoiding late-night operations.

Events will be held on an intermittent booking basis, rather than continuous operation throughout the day. The nature of events will be limited to small private functions such as birthday celebrations, family gatherings, and informal social events. Importantly, the proposal does not include nightclub-style operations, large-scale events, or high-intensity entertainment uses.

3.4 Food and Drink Component

The proposal includes a kitchen facility that will be used solely as an ancillary component of the function centre. Food preparation will occur only in association with scheduled events and will not operate independently of the primary use.

There is no intention to operate a standalone restaurant, café, or takeaway food premises from the site. The food and drink component is secondary to the primary function centre use and is limited in scale and intensity.

Accordingly, the proposal is appropriately classified as a Place of Assembly, rather than a Food and Drink Premises, as the primary purpose of the use is to host gatherings rather than to provide food services to the general public.

3.5 Car Parking

The site provides a total of 18 existing on-site car parking spaces, with 9 spaces located at the front of the building and 9 spaces located at the rear. These spaces are accessible via the internal driveway and are shared within the industrial complex.

A detailed Car Parking Demand Assessment has been prepared, which confirms that the existing parking provision is adequate to accommodate the expected demand generated by the proposed use. Given the limited patron capacity, small number of staff, and intermittent nature of events, the available parking supply is sufficient and will not result in parking shortfalls or off-site impacts.

3.6 Waste Management

Waste generated from the function centre will be minimal and will be managed appropriately through the use of a private waste collection contractor. Waste will be stored within the building or in designated waste storage areas, ensuring that it is contained and does not impact the amenity of the surrounding area.

Regular waste collection will be scheduled based on the level of activity, ensuring that waste is removed in a timely and efficient manner. The proposed waste management approach is suitable for the scale of the use and is consistent with standard practices for similar small-scale indoor venues.

LIKELY EFFECTS

The proposed function centre has been carefully designed and managed to ensure that any potential impacts on the surrounding area are minimal and appropriate for its location within an established industrial precinct. The likely effects of the proposal are assessed below.

Traffic and Car Parking

Traffic generated by the proposed function centre is expected to be modest and intermittent, primarily associated with the arrival and departure of patrons before and after scheduled functions. With a maximum capacity of 30 patrons and four staff members, vehicle movements will be limited, predictable, and well within the capacity of the surrounding road network.

The site benefits from 18 existing on-site car parking spaces, located both at the front and rear of the tenancy. Given the small scale of the use and the relatively

low number of patrons, the available parking supply is considered more than adequate to accommodate demand without resulting in congestion or parking spillover onto surrounding roads.

Vehicle access is provided via existing crossovers and internal circulation aisles within the industrial complex. No changes to access arrangements are proposed. Bald Hill Road and the surrounding road network are designed to accommodate industrial traffic volumes and are therefore capable of managing the limited additional traffic generated by the proposal.

Overall, the proposal will not result in any unreasonable traffic or car parking impacts.

Noise Impacts

The function centre is a low-intensity, indoor place of assembly, and noise impacts are expected to be minimal. All activities, including music and social functions, will be conducted entirely within the enclosed building, which significantly reduces the potential for noise to escape beyond the site.

The proposed operating hours of 5:00 pm to 11:30 pm are reasonable and appropriate within an industrial context. These hours avoid late-night operations and are consistent with surrounding land uses, which are not sensitive to moderate levels of activity.

The surrounding area is predominantly industrial in nature, where higher background noise levels are already present. As such, the proposal is unlikely to generate noise levels that would adversely affect nearby properties.

Noise associated with vehicle movements will also be minimal due to the limited number of patrons and the availability of on-site parking.

Visual Impact

No external building extensions, alterations, or changes to the building envelope are proposed. The function centre will operate entirely within the existing industrial building, maintaining the current built form, scale, and appearance of the tenancy.

Any proposed signage will be modest in scale and consistent with signage typically found within industrial areas. As a result, the proposal will not create any visual intrusion or detract from the established character of the precinct.

Environmental Impacts

The proposed change of use will have negligible environmental impacts. No works are proposed that would affect land, watercourses, or vegetation. Stormwater will continue to be managed through the existing drainage system in accordance with Council requirements.

The use will not generate emissions to land or water, and no hazardous materials are proposed to be stored or used on-site beyond standard kitchen-related activities associated with food preparation.

Waste Management

Waste generated by the function centre will be minor and manageable, consistent with a small-scale indoor venue. Waste will be collected by a private licensed waste contractor.

Waste storage will be accommodated within designated internal or service areas, ensuring that bins are not visible from public areas and do not create any amenity or operational issues. Regular collection will ensure that waste is managed efficiently and hygienically.

Lighting and Signage

The proposal does not include any external floodlighting. Any lighting will be limited to entry and security lighting, designed to provide safe access for patrons without causing light spill or glare to surrounding properties.

Signage will be limited to identification signage appropriate for an industrial setting. All signage will be modest, non-intrusive, and consistent with the character of the area.

Amenity Considerations

Overall, the proposed function centre represents a low-impact and well-managed use that is appropriate for its industrial context. The combination of limited patron numbers, controlled operating hours, indoor activities, adequate on-site parking, and minimal external changes ensures that the proposal will not result in any unreasonable amenity impacts.

The use is compatible with surrounding industrial and commercial activities and will not prejudice the ongoing operation or future development of nearby land.

4.0 PLANNING CONTROLS

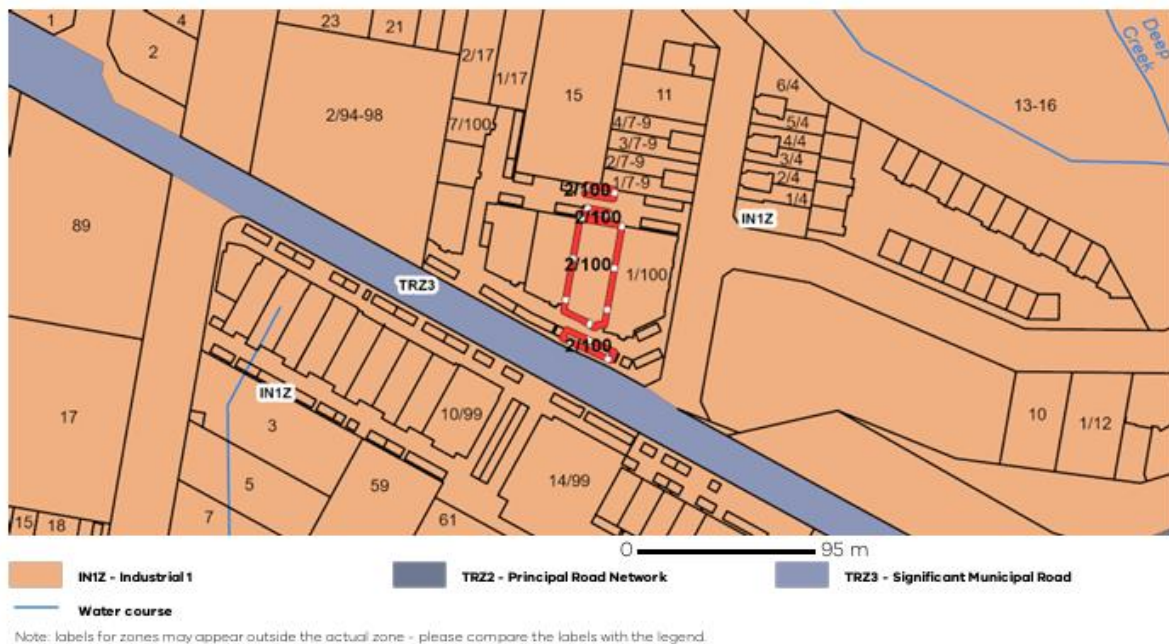
4.1 Planning Scheme

The subject land is governed by the Cardinia Planning Scheme, which sets out the statutory framework for the use, development and protection of land within the municipality. The proposal has been assessed against the relevant zone provisions, State and Local Planning Policy Framework objectives and applicable operational provisions of the Scheme.

This assessment demonstrates that the proposed change of use is consistent with the intent of the Planning Scheme and represents an orderly and appropriate planning outcome for the site.

4.2 Zoning – Industrial 1 Zone (IN1Z)

The site is located within the Industrial 1 Zone (IN1Z).



The purposes of the Industrial 1 Zone include:

- Providing for manufacturing, storage and distribution activities
- Supporting a range of compatible commercial, service and community-related uses
- Ensuring that uses do not adversely affect the safety, amenity and orderly development of surrounding land

The Industrial 1 Zone recognises that certain non-industrial uses may be appropriate where they are compatible with the industrial setting and do not undermine the primary industrial function of the area.

A Place of Assembly is a Section 2 (permit required) use within the Industrial 1 Zone. Accordingly, a planning permit is required to establish the proposed function centre.

The proposed function centre is small in scale, operates within limited hours, and is fully contained within an existing industrial building. It does not involve external works, outdoor activities or high-intensity operations. As such, the use is considered compatible with the purpose of the Industrial 1 Zone and will not prejudice the ongoing operation or future development of surrounding industrial land.

4.3 Overlays

There are no planning overlays affecting the subject land.

Accordingly, the proposal is not subject to any additional overlay-related constraints or permit triggers, such as heritage, environmental, flooding or design overlays. This simplifies the assessment process and confirms that the site is suitable for the proposed change of use without the need for additional technical assessments arising from overlay controls.

5.0 STATE & LOCAL PLANNING POLICY FRAMEWORK

The proposed use of the land for a Place of Assembly (Function Centre) has been assessed against the relevant provisions of the State and Local Planning Policy Framework of the Cardinia Planning Scheme. The assessment demonstrates that the proposal represents an appropriate and orderly planning outcome, consistent with strategic policy directions.

Settlement and Activity Centres (Clauses 11.01-1S, 11.03-1S & 02.03-1)

State and local policy seeks to ensure that development is appropriately located, supports community needs, and makes efficient use of existing infrastructure, while reinforcing the hierarchy of activity centres.

The proposal aligns with these objectives as it involves the adaptive re-use of an existing industrial building within the Urban Established Area of Pakenham, rather than creating new development or expanding the urban footprint. The use efficiently utilises existing infrastructure, including access, services, and parking.

While activity centres are typically preferred locations for higher-intensity commercial and community uses, the proposed function centre is small-scale (30 patrons) and localised in nature. It does not function as a regional or destination-based facility and therefore does not warrant location within a major activity centre. The proposal will not undermine the role or function of existing activity centres within the municipality.

Environmental Values and Risks (Clauses 12.01-1S, 13.01-1S & 02.03-2 / 02.03-3)

Planning policy seeks to protect biodiversity, minimise environmental impacts, and ensure development responds appropriately to environmental risks.

The proposal involves no external works, vegetation removal, or disturbance to land, and is located within an established industrial precinct. As such, it will have no impact on biodiversity, landscape values, or environmentally sensitive areas.

The site is not affected by flood, bushfire, or other environmental hazard overlays, and the proposal does not intensify development or introduce additional risk. The change of use is therefore considered low risk and environmentally neutral, consistent with policy objectives.

Urban Design and Built Environment (Clause 15.01-1S & 02.03-5)

Policy seeks to ensure development responds appropriately to its context and contributes positively to the built environment.

The proposal does not involve any external building works. The function centre will operate entirely within the existing industrial building, maintaining the existing built form, scale, and industrial character of the site. Any signage will be modest and consistent with the surrounding context.

Accordingly, the proposal achieves a site-responsive and contextually appropriate outcome without creating adverse visual impacts.

Amenity and Land Use Compatibility (Clause 13.07-1S)

Clause 13.07-1S seeks to ensure that land uses are compatible with surrounding activities and do not result in adverse off-site impacts, while also protecting industrial uses from encroachment by sensitive uses.

The proposed function centre is considered compatible with the surrounding industrial context. The use is small-scale, with limited patron numbers and controlled operating hours, and all activities are contained within the building. This ensures that potential impacts such as noise, traffic, and disturbance are minimal.

Importantly, the proposal does not introduce a sensitive land use that would be adversely affected by industrial operations. It will not create reverse amenity impacts or impose constraints on surrounding industrial uses.

The proposal therefore achieves an appropriate balance between enabling a compatible use and protecting the amenity and function of the industrial area.

Industrial Land Protection and Economic Development (Clauses 17.01-1S, 17.03-1S, 17.03-2S, 17.03-3S & 02.03-7)

Planning policy seeks to protect industrial land for employment purposes, ensure its long-term availability, and avoid encroachment by incompatible uses.

The subject site is located within the Officer–Pakenham State Significant Industrial Precinct, which plays an important role in providing employment and supporting economic growth.

The proposal does not undermine these objectives. It involves the adaptive re-use of an existing tenancy and does not result in the loss or fragmentation of industrial land. The building remains capable of reverting to an industrial use in the future.

The proposed function centre is a low-intensity, reversible, and compatible use that does not compromise the ongoing operation of surrounding industries or the long-term viability of the precinct. It does not require separation distances or buffers that would restrict industrial activities.

Furthermore, the proposal contributes to economic diversity by introducing a small-scale service-based use that supports local employment and community activity without displacing core industrial uses.

Transport (Clause 02.03-8)

Policy seeks to ensure that development is supported by an efficient and safe transport network.

The site is well located with direct access to Bald Hill Road and the surrounding arterial road network, which is designed to accommodate industrial traffic volumes. The proposal generates low and intermittent traffic, and sufficient on-site parking is provided.

The proposal will not adversely impact the transport network and is consistent with the objectives of this clause.

Community and Social Infrastructure (Clause 19.02-2S, 19.02-3S, 19.02-4S & 02.03-9)

Planning policy encourages the provision of accessible community and cultural facilities that support social interaction and community wellbeing.

The proposed function centre provides a small-scale, accessible venue for private and community events, contributing to the social and cultural needs of the local community.

While such uses are often encouraged within activity centres, the modest scale of the proposal allows it to be appropriately located within an industrial area, where it can operate without impacting residential amenity. The proposal makes

efficient use of existing infrastructure and supports the provision of community facilities within the municipality.

6.0 CAR PARKING, BICYCLE FACILITIES & SIGNAGE

The proposal has been assessed against the relevant provisions of the Cardinia Planning Scheme, including Clause 52.06 (Car Parking), Clause 52.34 (Bicycle Facilities) and Clause 52.05 (Signs).

Car Parking (Clause 52.06)

Clause 52.06 requires the provision of car parking for a Place of Assembly based on the anticipated number of patrons and staff associated with the use.

Based on industry standards and typical planning practice, a Place of Assembly generally requires approximately 0.3 car parking spaces per patron. With a proposed maximum capacity of 30 patrons, the estimated parking demand is approximately 9 spaces. In addition, provision for staff parking is required, with a maximum of four staff members, equating to approximately 2 additional spaces.

Accordingly, the total anticipated car parking demand is approximately 11 spaces.

The subject site provides a total of 18 existing on-site car parking spaces, comprising 9 spaces located at the front of the tenancy and 9 spaces located at the rear. These spaces are readily accessible via the existing internal driveway network and are suitable for accommodating both patrons and staff.

The available parking supply therefore exceeds the anticipated demand, resulting in a surplus of parking spaces. This ensures that all parking associated with the proposed use can be accommodated entirely on-site without causing overspill or adverse impacts on surrounding roads or neighbouring properties.

A Car Parking Demand Assessment has been prepared, which confirms that the existing parking provision is sufficient to accommodate the proposed use. Given the small scale of the function centre and the intermittent nature of events, peak parking demand is expected to remain low.

Accordingly, the proposal satisfies the requirements of Clause 52.06, and no reduction or waiver of car parking is required.

Bicycle Facilities (Clause 52.34)

Clause 52.34 requires the provision of bicycle parking and associated end-of-trip facilities for certain land uses.

In this instance, a reduction or waiver of bicycle facility requirements is considered appropriate having regard to the scale and context of the proposal.

The function centre is small-scale, accommodating a maximum of 30 patrons, and operates on an intermittent booking basis. The site is located within an established industrial precinct, where access is predominantly car-based and public transport accessibility is limited.

Given these characteristics, it is unlikely that patrons or staff will access the site by bicycle in any meaningful number. The provision of bicycle parking and end-of-trip facilities would therefore be unnecessary and unlikely to be utilised.

Furthermore, the proposal does not involve external works or modifications to the site layout that would reasonably accommodate bicycle infrastructure.

Having regard to the decision guidelines of Clause 52.34-4, the proposal:

- Will not generate demand for bicycle facilities
- Is located in a car-dependent industrial area
- Will not compromise safety or accessibility
- Does not warrant the provision of end-of-trip facilities

Accordingly, a waiver or reduction of bicycle facilities is considered reasonable and appropriate.

Signage (Clause 52.05)

Clause 52.05 of the Cardinia Planning Scheme regulates the display of signs to ensure that signage is appropriate to the character of the area and does not create visual clutter or safety issues.

The proposal includes minor identification signage associated with the function centre. The signage will be limited in scale and designed to complement the existing industrial building and surrounding context.

No internally illuminated or high-impact signage is proposed. Any signage will be:

- Modest in size
- Non-intrusive
- Consistent with typical signage within industrial precincts

The signage will not result in visual clutter or detract from the character of the area. It will be designed to ensure clarity for patrons while maintaining the overall industrial appearance of the site.

Given the limited extent of signage and its consistency with the surrounding environment, the proposal satisfies the objectives of Clause 52.05.

7.0 CONCLUSION

This Town Planning Report has been prepared in support of a planning permit application for the use of land as a Place of Assembly (Function Centre) at Factory 2, 100 Bald Hill Road, Pakenham.

The proposal involves the adaptive re-use of an existing industrial tenancy for a small-scale function centre accommodating a maximum of 30 patrons, with all activities contained within the existing building and no external works proposed.

The assessment demonstrates that the proposal:

- Is consistent with the State and Local Planning Policy Framework, supporting the efficient use of existing urban land and infrastructure
- Provides a low-impact, community-oriented use that contributes to local social and economic activity
- Is compatible with the surrounding industrial context, without introducing sensitive land uses or creating reverse amenity impacts
- Maintains the long-term integrity and function of the Industrial 1 Zone, with no loss or fragmentation of industrial land
- Generates minimal traffic and parking demand, with sufficient on-site car parking provided
- Will not result in unreasonable amenity, environmental, or visual impacts
- Includes appropriate operational controls, ensuring the use remains small-scale and well-managed

Importantly, the proposal does not prejudice the ongoing operation or future development of surrounding industrial land within the Officer–Pakenham State Significant Industrial Precinct, and remains a reversible and compatible use within the existing building.

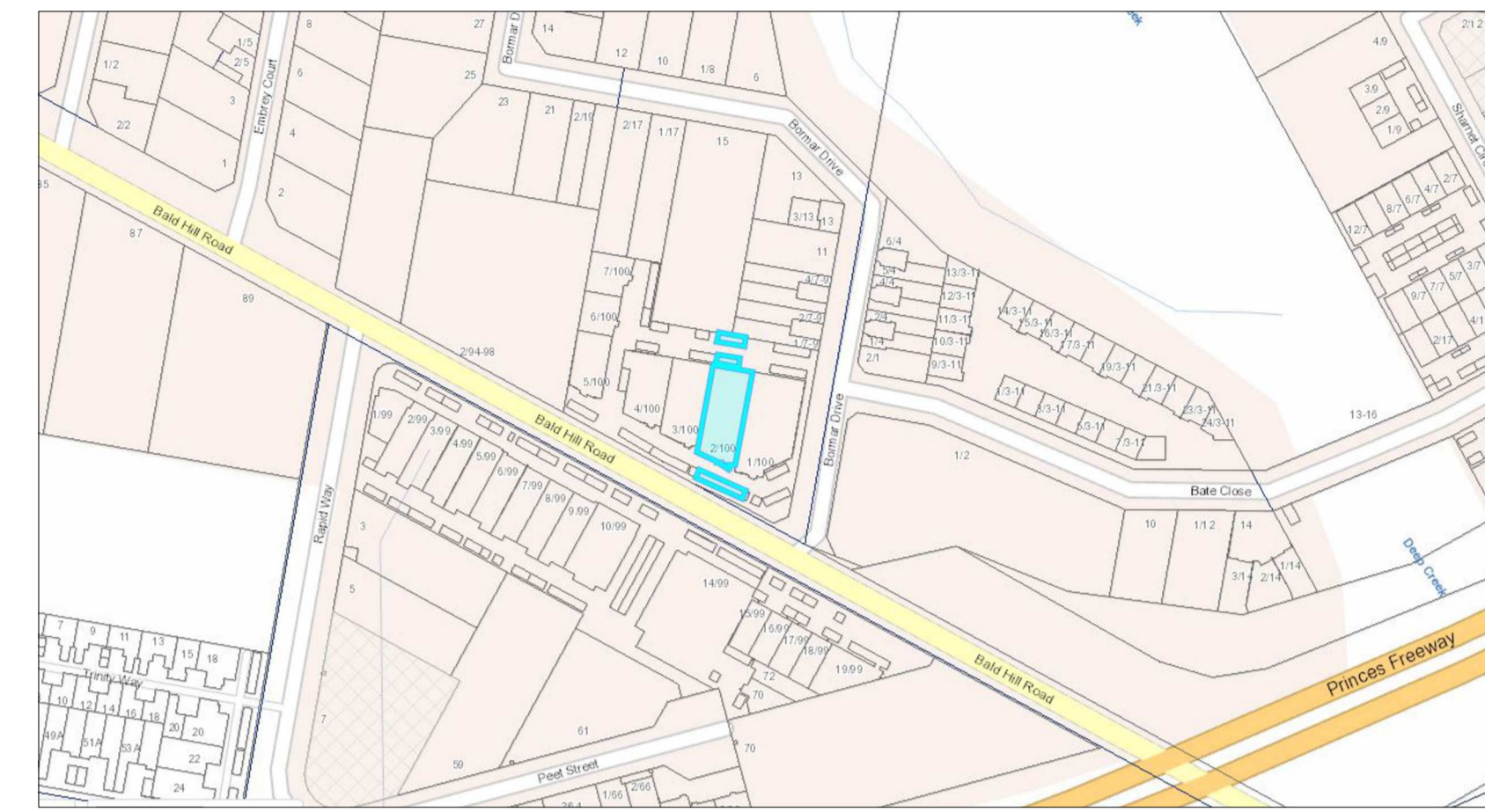
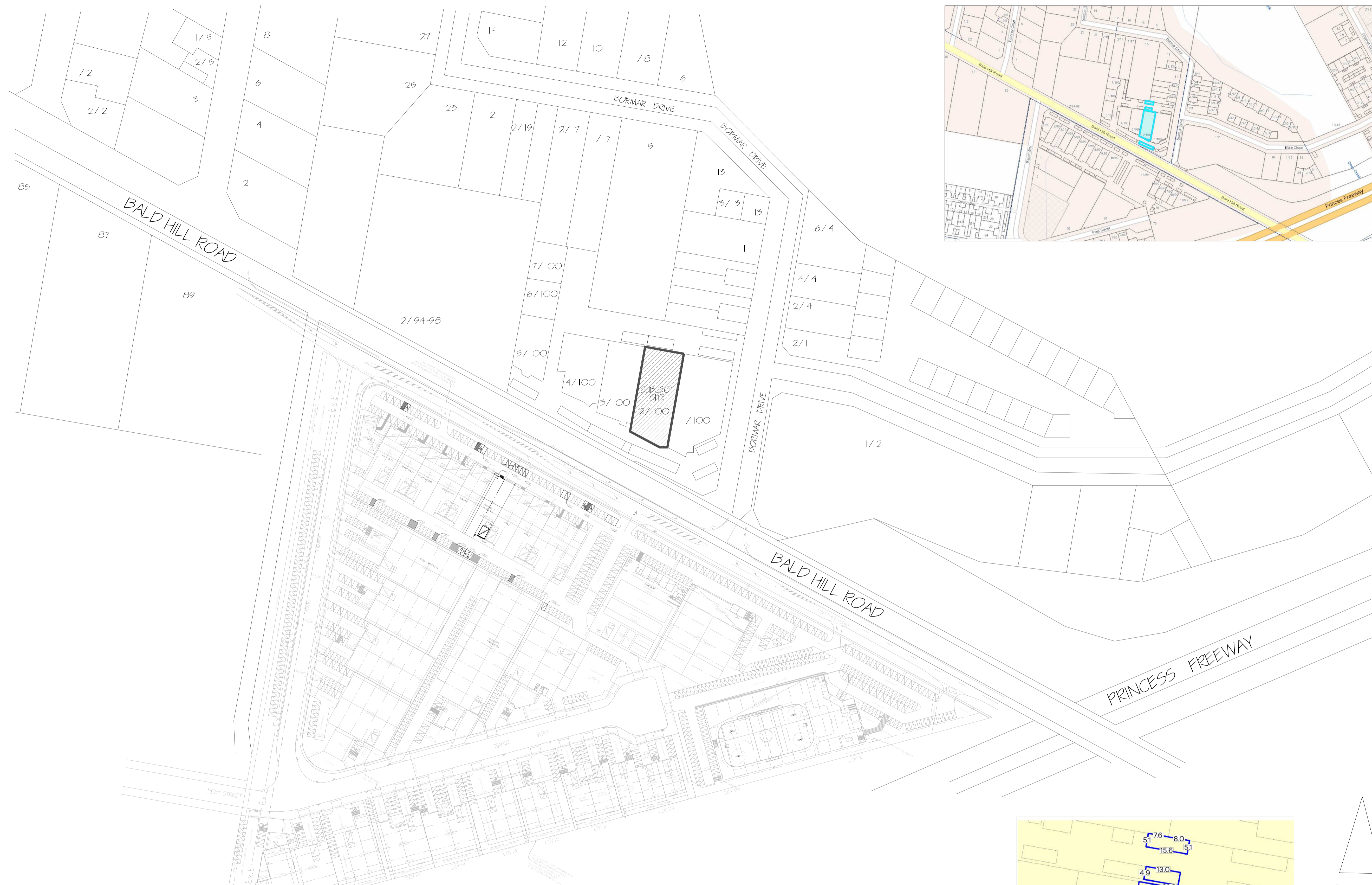
Overall, the proposal represents a balanced and appropriate planning outcome, achieving a suitable integration of a low-intensity place of assembly within an established industrial area.

Accordingly, it is respectfully submitted that the application should be supported and approved, subject to appropriate conditions.

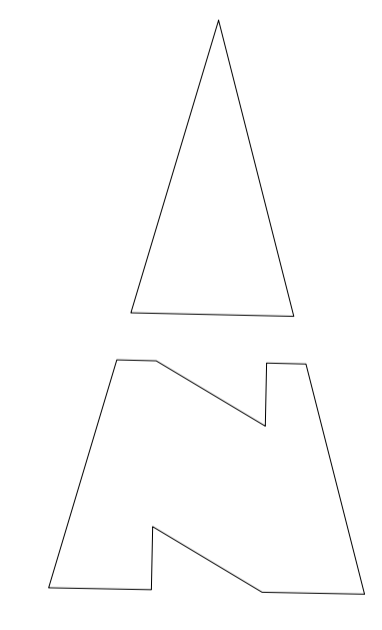
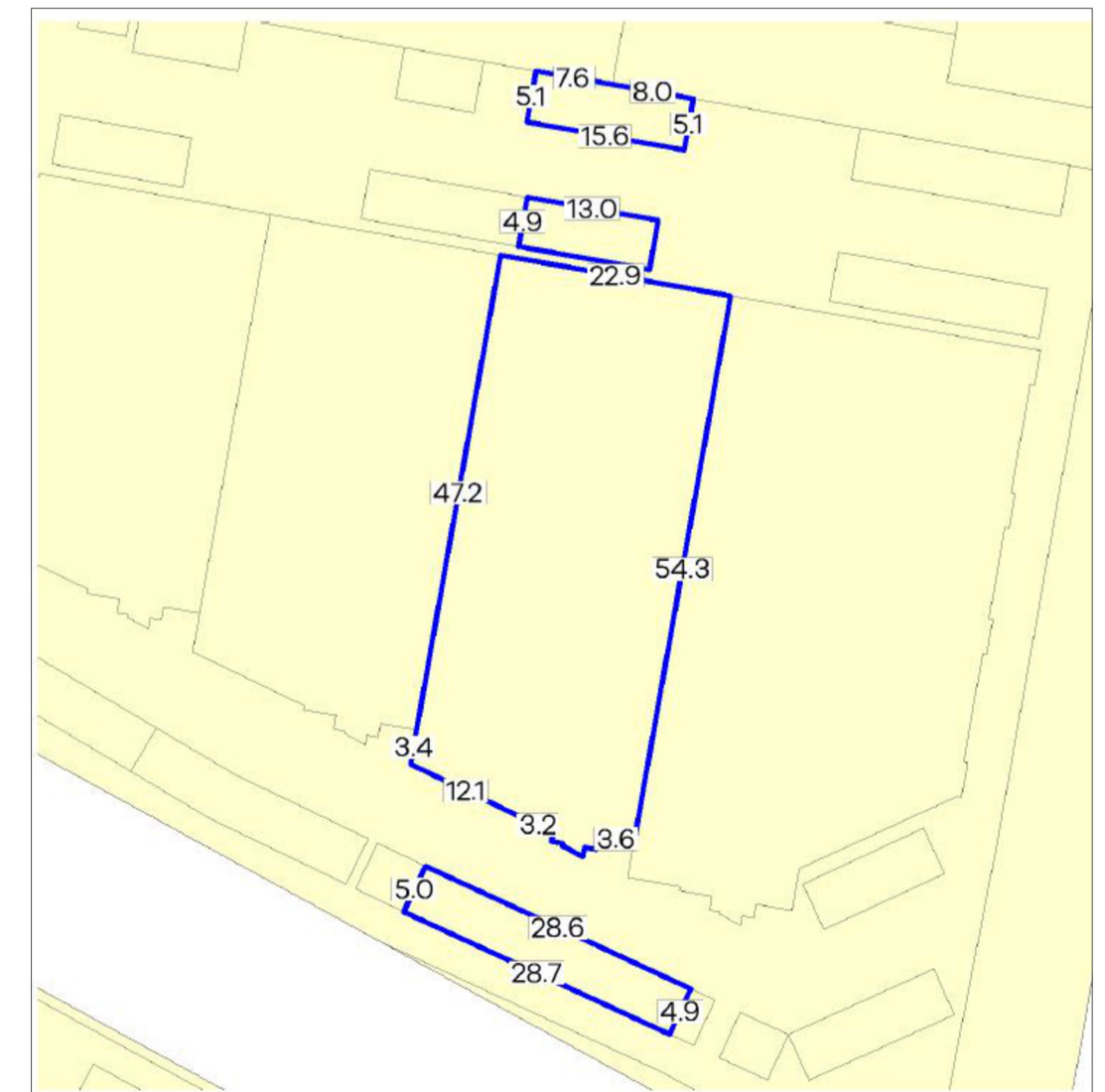
PRABA PONNUTHURAI

Principal Town Planner

SMART TOWN PLANNING




- SELF CLOSERS:
PROVIDE SELF CLOSERS TO UNLOCK DOORS OF AMENITIES AND ANY FIRE DOOR. DO NOT PROVIDE SELF CLOSERS TO WC FOR DISABLED.
- WATER CLOSET DOORS:
PROVIDE LIFT UP HINGES TO ALL WATER CLOSET DOORS.
- ACCESS FOR DISABLED:
ACCESS FOR PEOPLE WITH DISABILITIES MUST BE PROVIDED BY MEANS OF A CONTINUOUS PATH OF TRAVEL IN ACCORDANCE WITH AS1428.1-2009. MAX SLOPE 1:40.
- EXTINGUISHERS:
EACH EXTINGUISHER TO BE HUNG ON A SUITABLE HOOK.
PROVIDE 2A 40 B (C) DRYCHEMICAL LOCATED BETWEEN 2m AND 20m FROM ELECTRICAL SWITCHBOARDS.
- FIRE SERVICE:
ALL FIRE SERVICE TO COMPLY TO BCA PART E1.4. TAPPING TO BE CONFIRMED ON SITE.
- FIRE PRECAUTIONS DURING CONSTRUCTION:
IN A BUILDING UNDER CONSTRUCTION PROVIDE NOT LESS THAN ONE FIRE EXTINGUISHER TO SUIT CLASS A, B & C FIRES AND ELECTRICAL FIRES MUST BE PROVIDED AT ALL TIMES ON EACH STOREY ADJACENT TO EACH REQUIRED EXIT OR STAIRWAY OR EXIT.
WALL AND FLOOR FINISHES TO WET AREAS:
TO FLOOR: PROVIDE CERAMIC TILE OR PAINTED CONCRETE FINISH.
TO WALL: PROVIDE W.R. BOARD WITH 3 COATS OF OIL BASED PAINT OR CERAMIC TILES OVER CEMENT SHEETS AS PER AS3740-2010.
TILING FOR SHOWER IN A DISABLED TOILET SHOULD BE A MIN OF 1500 mm FROM SHOWER ROSE.
- SERVICE REPORT:
THE OWNER IS TO PROVIDE AN ESSENTIAL SERVICE REPORT IN KEEPING WITH THE BUILDING REGULATIONS 2006-1208 & 1209.
- SANITARY TOWEL DISPOSAL:
IN FEMALE AMENITIES AND WC FOR DISABLED PROVIDE PROVISION FOR SANITARY TOWEL DISPOSAL.
- STAIRS:
TREADS: 250 MIN. RISERS: 190 MAX.
HANDRAILS: 1020 mm ABOVE LANDINGS AND 865 mm ABOVE NOSING OF TREAD.
BALASTERS: MAX 125 mm SPACINGS, MIN DISTANCE BETWEEN TREADS 125 mm.
TREAD NOSING: PROVIDE NON SLIP STRIP TO NOSING OF TREADS. STRIP TO BE NOT LESS THAN 50 mm AND NOT GREATER THAN 75 mm.
PROVIDE TACTILE INDICATORS AT THE TOP & BOTTOM OF STAIRS.
NO OPEN TREADS - REQUIRE SOLID RISERS
- HOSE REEL:
TO BE EQUIPPED WITH 36 m LIVE HOSE INSTALLED AT A HEIGHT BETWEEN 1500-2400 mm FROM FFL TO CENTRE OF REEL. 32 mm Ø COPPER PIPE TO BE RUN TO SHUT OFF VALVE AT HOSE REEL. VALVE TO BE PLACED AT 1000 mm FROM FFL. ALL HOSE REELS NOT NEAR EXIT DOORS ARE TO BE PLACED IN PATH OF TRAVEL.
- TIMBER:
ALL TIMBER FRAMING TO BE TERMITE RESISTANT.




Cardinia
ADVERTISED MATERIAL
 Planning Application: T250665
 Date Prepared: 08 May 2026

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REVISION
2/100 BALD HILL ROAD PAKENHAM 3810 Lot 2 P5621386 2\ P5621386 CARDINIA
 Odau Alsharbat Building Practitioner Architect 0452218857
PROPOSED CHANGE OF USE APPLICATION
AUG' 2024
SCALE 1:100
SHEET 1 OF 3
11/ 2024
AI ISSUE



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EXISTING BUILDING

FACTORY/ WAREHOUSE 3

FACTORY/ WAREHOUSE 2

FACTORY/ WAREHOUSE 1

EXISTING BUILDING

BOXED FASCIA ABOVE

DIVIDING WALL (TRIP)

760 WIDE SKYLIGHTS

760 WIDE SKYLIGHTS

97' 46" 22.9m

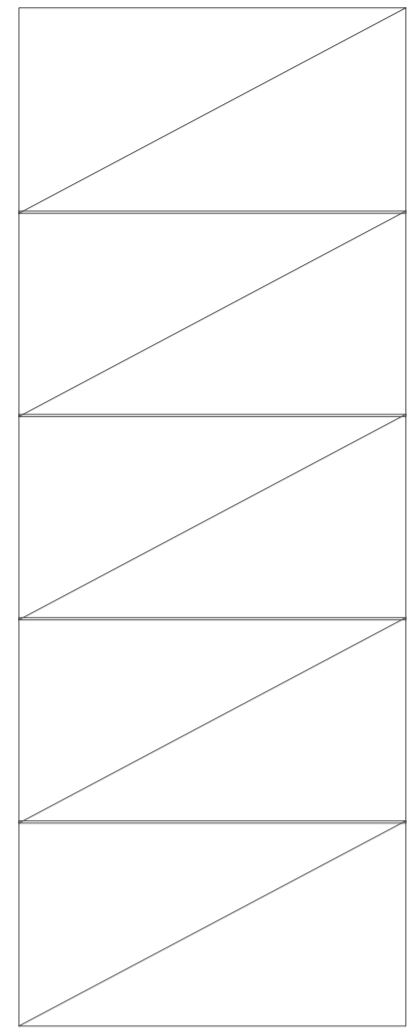
00927

920 W x 2040 H

EXIT DOOR

5000 W x 5500 H T600 L
LONGITUDINAL

VERTICAL CONCRETE PANELS



EMERGENCY LIGHTS:
PROVIDE LIGHTS BY CLEVERTRONICS PTY. LTD. OR SIMILAR.
ALL LIGHTS TO BE MAINTAINED TYPE.

- CATALOGUE No. DB5126M
C 90 PLANE D63 28.1 m
C 90 PLANE D20 16.0 m
MOUNTING HEIGHT 8.0 m
- SINGLE SIDED EXIT SIGN
CATALOGUE No. EPL10M-CM
MOUNTING HEIGHT 2.7 m
- DOUBLE SIDED EXIT SIGN
CATALOGUE No. EPL10M-CM
MOUNTING HEIGHT 2.7 m
- MINI JUMBO EXIT SIGN
CATALOGUE No. DLE18M-WM
MOUNTING HEIGHT 2.4 m
- CATALOGUE No. DS110
C 90 PLANE D20 14.1 m
C 90 PLANE D20 14.1 m
MOUNTING HEIGHT 2.7 m

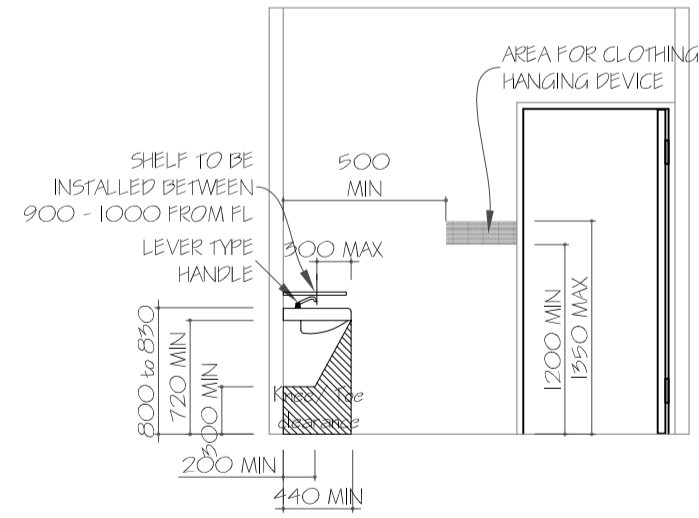
LEGEND :

- LOCATION OF THE EXTERNAL LIGHT
- DISABLED SIGNAGE TO COMPLY WITH BCA D 3.6 AND AS 1428.1 & 1428.2

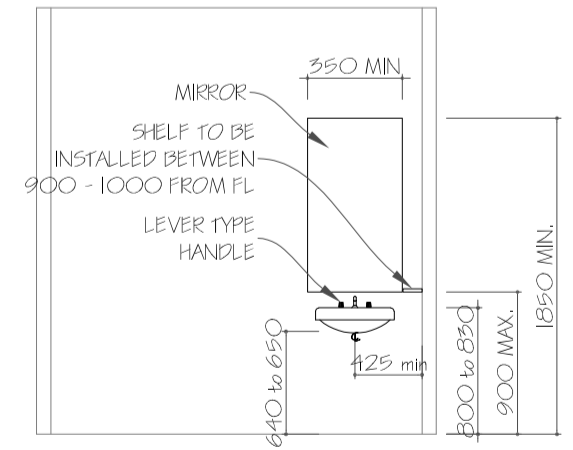
EXISTING MARKETING AREA
GROUND FLOOR PLAN AREA = 325

TO BE EQUIPPED WITH 36 m LIVE HOSE INSTALLED AT A HEIGHT BETWEEN 1500-2400 mm FROM FFL TO CENTRE OF REEL. 32 mm COPPER PIPE TO BE RUN TO SHUT OFF VALVE AT HOSE REEL. VALVE TO BE PLACED AT 1000 mm FROM FFL. ALL HOSE REELS NOT NEAR EXIT DOORS ARE TO BE PLACED IN PATH OF TRAVEL.

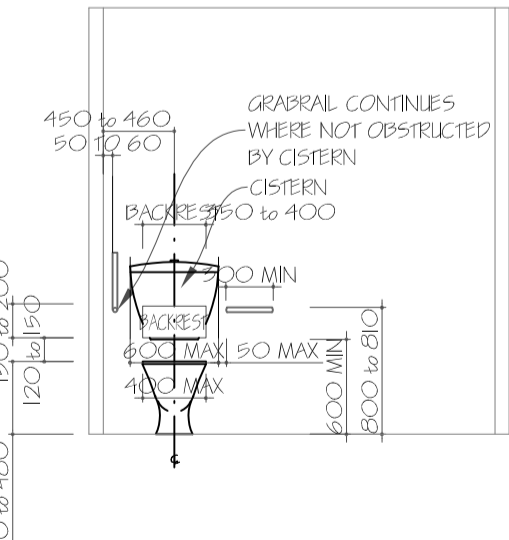
- METER BOX (WITH NON COMPACTION CABINET)
- EXTINGUISHERS: EACH EXTINGUISHER TO BE HUNG ON A SUITABLE HOOK. PROVIDE 2A 40 B (C) DRYCHEMICAL LOCATED BETWEEN 2m AND 20m FROM ELECTRICAL SWITCHBOARD(S). 9 LITRE WATER TYPE EXTINGUISHER
- EXHAUST FAN



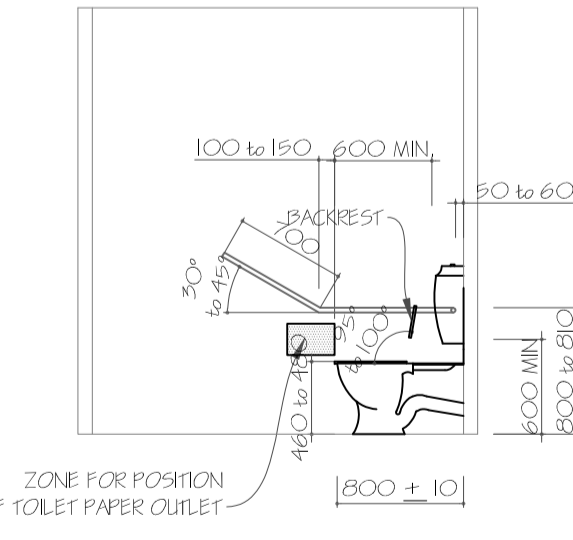
ELEVATION 'A'
Scale 1:50



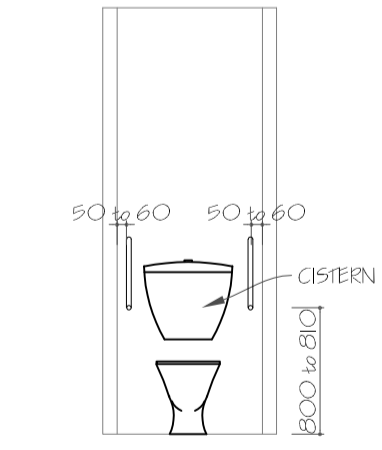
ELEVATION 'B'
Scale 1:50



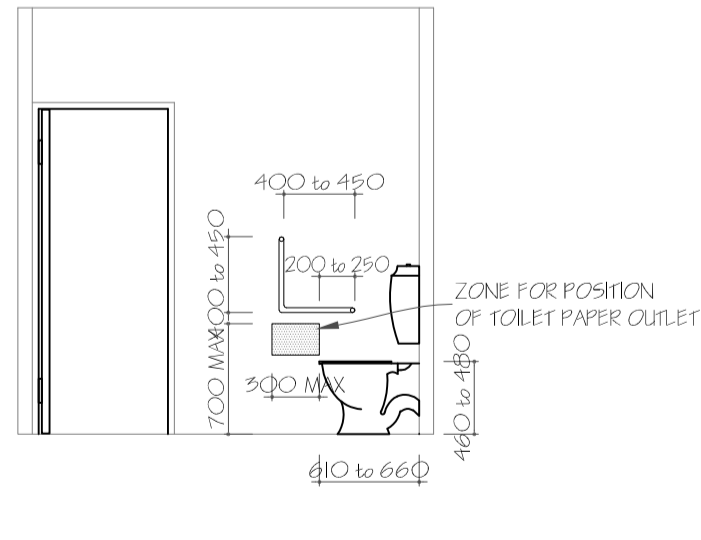
ELEVATION 'C'
Scale 1:50



ELEVATION 'D'
Scale 1:50



ELEVATION 'E'
Scale 1:50



ELEVATION 'F'
Scale 1:50

REVISION	
2/ 100 BALD HILL ROAD PAKENHAM 3810 Lot 2 P5621386 2\ P5621386 CARDINIA	
	Oday Alsharbaty Building Practitioner Architect 0452218857
EXISTING CONDITION PLAN	
PROPOSED CHANGE OF USE APPLICATION	
AUG' 2024	SCALE 1:100
SHEET 2 OF 3	
11/ 2024	AI ISSUE



ADVERTISED MATERIAL

Planning Application: T250665
Date Prepared: 08 May 2026

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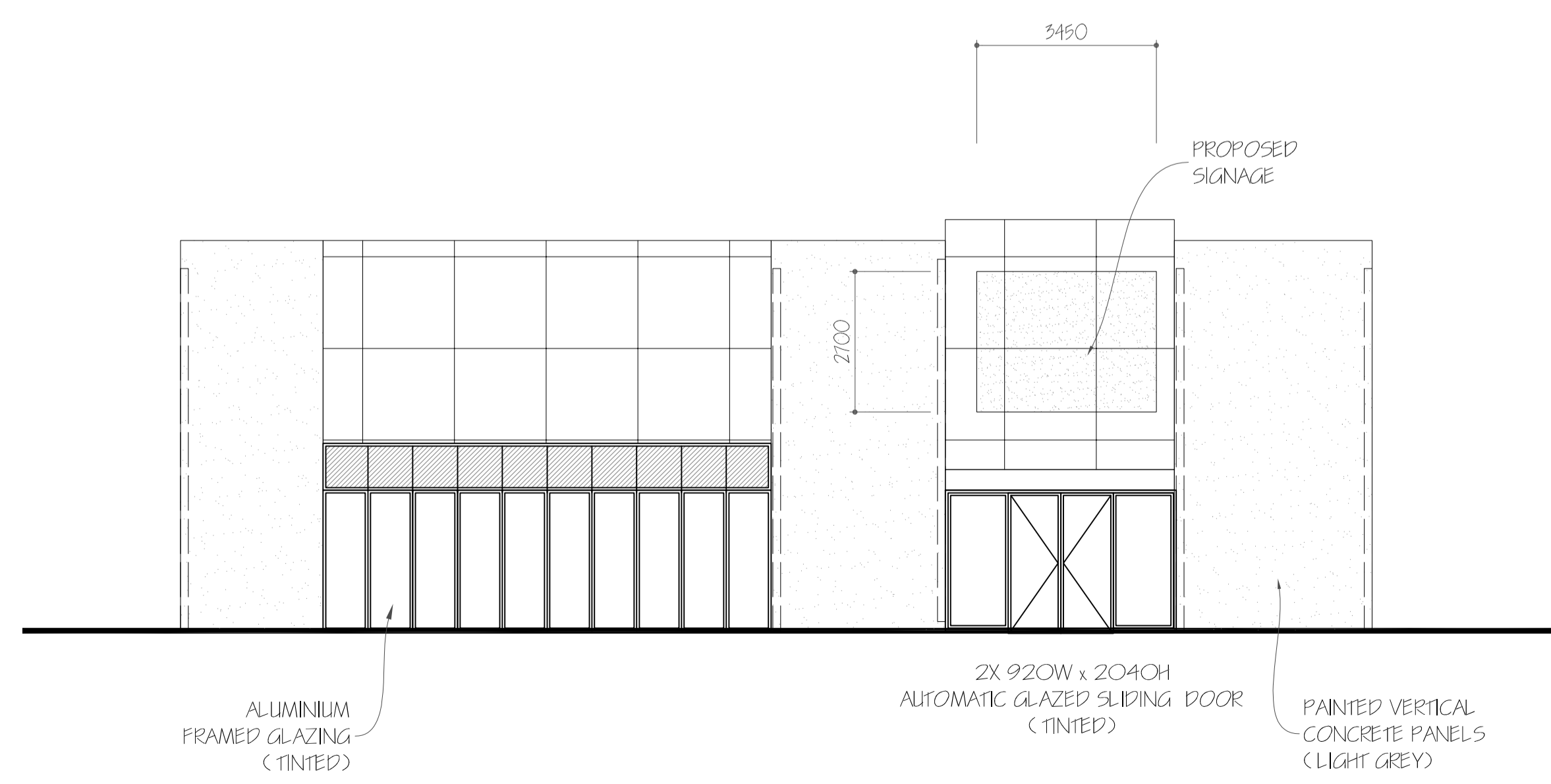


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LEGEND:
LOCATION OF THE EXTERNAL LIGHT
DISABLED SIGNAGE TO COMPLY WITH BCA D 3.6 AND AS 1428.1 & 1428.2

EXISTING MARKETING AREA
GROUND FLOOR PLAN AREA = 325

- EMERGENCY LIGHTS:
PROVIDE LIGHTS BY CLEVERTRONICS PTY. LTD. OR SIMILAR
ALL LIGHTS TO BE MAINTAINED TYPE.
- EXIT C 90 CATALOGUE No. D8936M C Ø PLANE D63 28.1 m C 90 PLANE D20 16.0 m MOUNTING HEIGHT 8.0 m
 - EXIT SINGLE SIDED EXIT SIGN CATALOGUE No. EBL10M-CM MOUNTING HEIGHT 2.7 m
 - EXIT DOUBLE SIDED EXIT SIGN CATALOGUE No. EBL10M-CM MOUNTING HEIGHT 2.7 m
 - EXIT MINI JUMBO EXIT SIGN CATALOGUE No. D_E18M-WM MOUNTING HEIGHT 2.4 m
 - EXIT CATALOGUE No. DS-10 C Ø PLANE D20 14.1 m C 90 PLANE D20 14.1 m MOUNTING HEIGHT 2.7 m
- METER BOX (WITH NON COMPACTION CABINET)
 - EXTINGUISHERS: EACH EXTINGUISHER TO BE HUNG ON A SUITABLE HOOK. PROVIDE 2A 40 B (C) DRYCHEMICAL LOCATED BETWEEN 2m AND 20m FROM ELECTRICAL SWITCHBOARD(S). 9 LITRE WATER TYPE EXTINGUISHER
 - EXHAUST FAN



REVISION	

2/100 BALD HILL ROAD PAKENHAM 3810
Lot 2 P5621386
2\ P5621386
CARDINIA

design and permits
Oday Alsharbati
Building Practitioner Architect
0452218857

PROPOSED FLOOR PLAN

PROPOSED CHANGE OF USE APPLICATION

AUG' 2024	SCALE	1:100
	SHEET	3 OF 3
11 / 2024	AI	ISSUE



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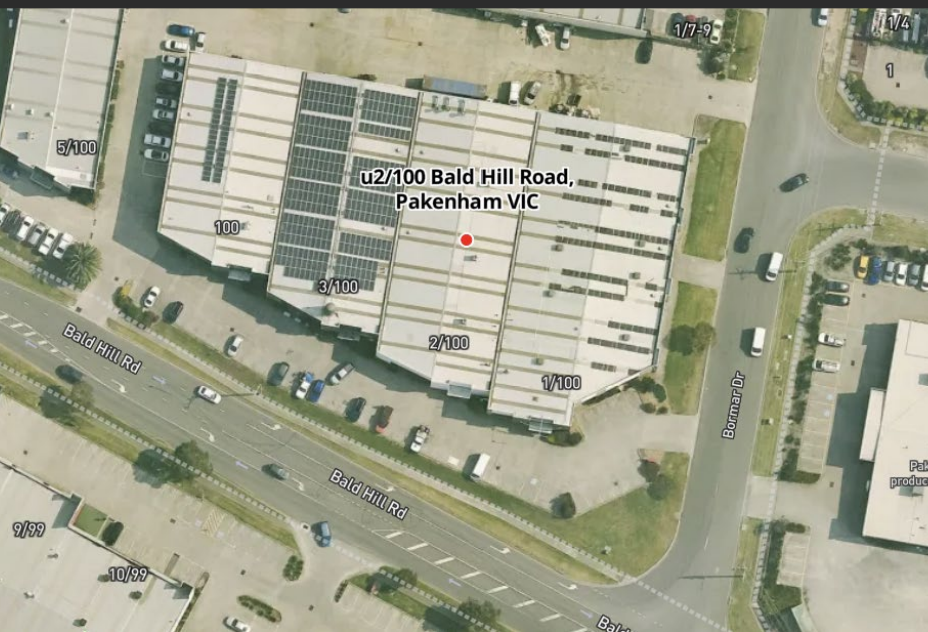
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RedSquare Traffic

Creativity in Transport Engineering

U2,100 Bald Hill Road, Pakenham Car Parking Demand Assessment



Prepared for Shahedah Alakozai

24 March 2026

Reference J1271RT1819-0326



Dear Shahedah,

U2,100 Bald Hill Road, Pakenham – Car Parking Demand Assessment

RedSquare Traffic has been commissioned to prepare a Car Parking Demand Assessment in relation to the proposed internal alterations at U2, 100 Bald Hill Road, Pakenham (Application No. T250665). The proposal involves a change of use of the existing factory/warehouse tenancy to a function centre.

This report assesses the adequacy of the proposed on-site car parking provision with regard to Clause 52.06 (Car Parking) of the Cardinia Planning Scheme, including consideration of the applicable statutory requirements and the likely parking demand associated with the proposed use, in response to Council's Request for Further Information.

1 TRANSPORT ENVIRONMENT

1.1 Site Location

The subject site is located within the municipality of the City of Cardinia, on the northern side of Bald Hill Road, between Bormar Drive to the east and Embrey Court to the west. The site forms part of a broader warehouse development, with the subject tenancy identified as Unit 2. Vehicle access is provided via existing crossovers to Bald Hill Road and Bormar Drive, with access to the subject tenancy via the shared internal driveway within the complex.

The land is zoned Industrial 1 Zone (IN1Z) under the Cardinia Planning Scheme. An aerial image of the subject site is provided in Figure 1.



Cardinia
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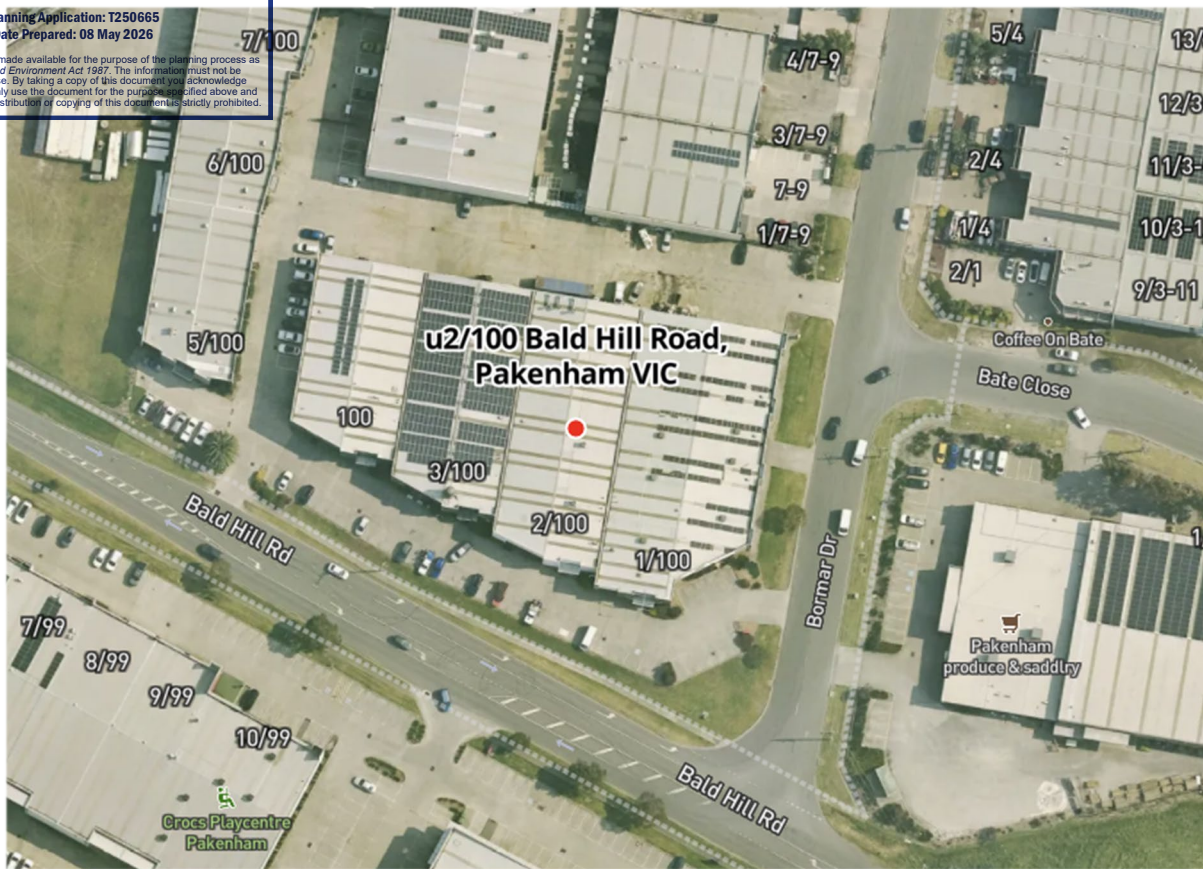


FIGURE 1: SUBJECT SITE (SOURCE: METROMAP)

1.2 Road Network

Bald Hill Road is classified as a major road and extends in a northwest–southeast direction from Henty Street in the west to Seven Mile Road in the east. In the vicinity of the subject site, the road has a carriageway width ranging from approximately 8.4 m to 14.2 m and operates as a two-way single carriageway. Footpaths are provided on both sides of Bald Hill Road; however, there are no dedicated bicycle lanes. Kerbside parking is not permitted along this section of the road. In the vicinity of the subject site, Bald Hill Road operates under a posted speed limit of 60 km/h.

Bormar Drive is classified as a local traffic street. The road accommodates two-way traffic with unrestricted kerbside parking. There are no formal footpaths or bicycle facilities along Bormar Drive. In the absence of posted speed limit signage, the road operates under the default urban speed limit of 50 km/h.



The nearest arterial road connection is Racecourse Road, which is classified as a Primary State Arterial Road. Racecourse Road provides connectivity to Princes Highway and the Princes Freeway.

1.3 Sustainable Transport

The subject site is located outside the Principal Public Transport Network (PPTN) and is identified within Car Parking Requirement Category 1 under Clause 52.06 of the Cardinia Planning Scheme.

Public transport accessibility to the site is limited. The nearest bus stop is located on Bald Hill Road near Webster Way, approximately 1.2 kilometres from the site. This stop is serviced by Route 928 (Pakenham Station - Berwick Station via Cardinia Road Station).

The nearest railway stations are East Pakenham Station, located approximately 1.0–1.2 kilometres from the site, and Pakenham Station, located approximately 2 kilometres from the site. Additional bus services are available from Pakenham Station.

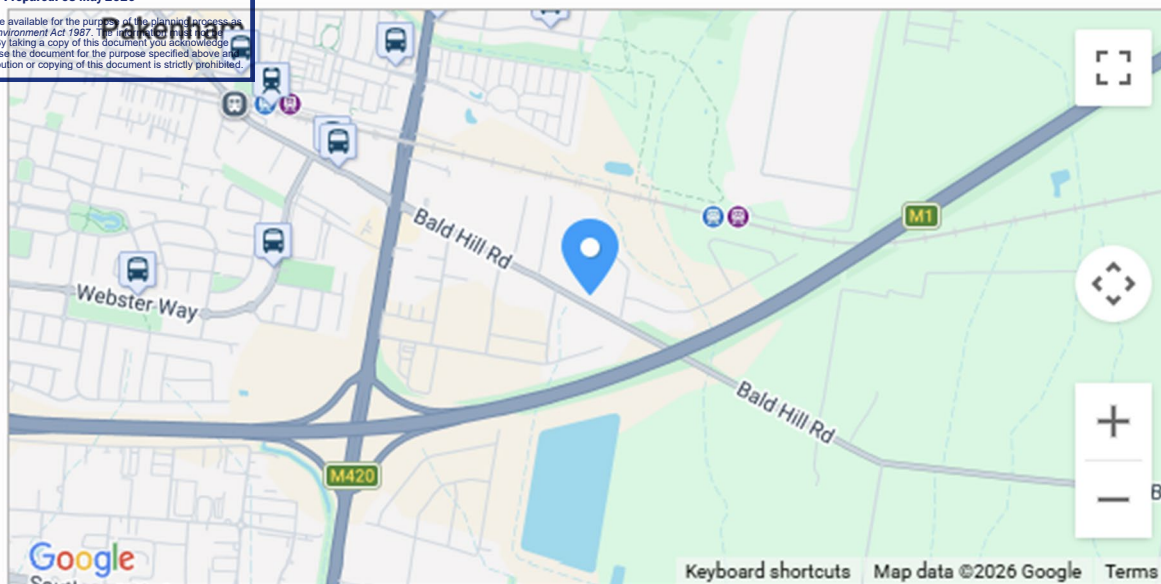
According to the Walk Score® database, the site is rated as “Car-Dependent”, indicating that most errands require a car. In terms of active transport, pedestrian footpaths are provided along Bald Hill Road. There are no dedicated bicycle lanes in the immediate vicinity of the site.

Figure 2 illustrates the public transport services available in proximity to the subject site.



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Rail lines:

Melbourne - Traralgon Via P...	1.4 km	Pakenham City (Flinders Str...	1.4 km
Bairnsdale - Melbourne Via ...	1.4 km		

Bus lines:

929 Pakenham Station - Pak...	1.1 km	928 Pakenham Station - Car...	1.1 km
840 Pakenham - Gembrook	1.2 km	927 Pakenham Station - Pak...	1.2 km
Fountain Gate - Cowes Via P...	1.3 km	Traralgon Via Pakenham, M...	1.4 km
Pakenham Station	1.4 km	Garfield Station	1.4 km
Traralgon - Melbourne Via ...	1.4 km	926 Fountain Gate SC - Pake...	1.6 km

FIGURE 2: NEARBY PUBLIC TRANSPORT OPTIONS (WALKSCORE.COM)

2 PROPOSAL

The proposal involves a change of use of the existing tenancy at Unit 2, 100 Bald Hill Road, Pakenham to a function centre. The function centre will operate from 5:00 pm to 11:30 pm, Thursday to Sunday



only, with a maximum patron capacity of 30 patrons at any one time. The use will be supported by up to four (4) staff members. A total of eighteen (18) on-site car parking spaces are allocated to the tenancy.

All activities associated with the proposed use will be contained within the existing building, with no external building works proposed. Vehicle access and internal circulation will continue to utilise the existing arrangements within the site.

3 PARKING ASSESSMENT

For the purposes of assessing car parking requirements under Clause 52.06 (Car Parking) of the Cardinia Planning Scheme, the proposed use is appropriately categorised as a Place of Assembly (Function Centre). The subject site is located within Car Parking Requirement Category 1. In accordance with Clause 52.06, the statutory car parking requirement for a Place of Assembly within this category is:

- 0.3 car parking spaces per patron (minimum requirement).

Based on a maximum occupancy of 34 persons (comprising 30 patrons and 4 staff), the proposal generates a statutory car parking requirement of 10 spaces.

A total of eighteen (18) on-site car parking spaces are allocated to the tenancy. Accordingly, the proposal exceeds the statutory car parking requirement by eight (8) spaces, and no car parking shortfall is generated.

4 BICYCLE PARKING

Bicycle parking requirements are assessed under Clause 52.34 (Bicycle Parking) of the Cardinia Planning Scheme, which specifies minimum bicycle parking rates for various land uses.

For a Place of Assembly, Clause 52.34 requires:

- Employee spaces: 1 space to each 1,500 m² of net floor area.
- Visitor spaces: 2 spaces plus 1 space to each 1,500 m² of net floor area.

Based on an estimated net floor area of approximately 1,220 m², as obtained from realcommercial.com.au, the proposal generates a requirement for one (1) employee bicycle space and three (3) visitor bicycle spaces, resulting in a total requirement of four (4) bicycle parking spaces. No



bicycle parking spaces are proposed on-site. Accordingly, a reduction of the bicycle parking requirement is sought.

In accordance with Clause 52.34-4, the proposed reduction is considered appropriate having regard to the nature and context of the development. The site is located within an industrial area outside the Principal Public Transport Network, with limited bicycle infrastructure in the surrounding road network. The proposed function centre is of a small scale, and demand for bicycle parking is expected to be low, with patrons likely to arrive predominantly by private vehicle. The absence of bicycle parking is not expected to result in any adverse impacts.



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5 CONCLUSION

The proposal at Unit 2, 100 Bald Hill Road, Pakenham involves the change of use of the existing tenancy to a function centre.

The assessment demonstrates that the proposal satisfies the statutory car parking requirements under Clause 52.06 of the Cardinia Planning Scheme, with eighteen (18) on-site car parking spaces provided for a maximum occupancy of 34 persons. The car parking provision is considered sufficient to accommodate the expected demand, and no shortfall is generated.

Bicycle parking has been assessed in accordance with Clause 52.34 of the Cardinia Planning Scheme. While four (4) bicycle parking spaces are required, a reduction is sought. Having regard to the industrial location of the site, its position outside the Principal Public Transport Network, and the limited provision of bicycle infrastructure in the surrounding area, demand for bicycle parking is expected to be low. Accordingly, the reduction is considered reasonable.

Overall, the proposal is not expected to result in any adverse traffic or car parking impacts and is considered acceptable from a traffic engineering perspective.

If you have any questions or concerns, please contact the undersigned.

RedSquare Traffic Pty Ltd



Dinith (Dane) Wanninayake

Principal Traffic Engineer

B.Eng. (Hon) / B.Com. (Finance) – Monash University

DTP Accredited Senior Road Safety Auditor

DTP Recommended Safe System Assessor

24 March 2026



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Waste Management Plan



ADVERTISED MATERIAL

Planning Application: T250665

Date Prepared: 08 May 2026

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Prepared for:

2/100 Bald Hill Road, Pakenham VIC



DESIGNERS | ENGINEERS | TOWN PLANNERS | LAND SURVEYORS

"Facilitate all paperwork before build"

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2 PROJECT DETAILS

Project address	2/100 Bald Hill Road, Pakenham VIC
Development type	Use of land for Place of Assembly. (Function Centre)
Relevant local council	Cardinia Shire Council
Date of the 'Request for Further Information' received from local council	24 th November 2025

3 REPORT DETAIL

Report No	SWM-2026112
Prepared	March 2026
Prepared by	 Office: 162 Railway Parade Noble Park VIC 3174 www.vsmartsolutions.com.au E: info@vsmartsolutions.com.au M: 0481998298



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4 PROJECT BRIEF

4.1 EXECUTIVE SUMMARY

This report, prepared by VSmart Solutions Pty Ltd, outlines the principles, procedures, and management strategies for waste generated by the **development and use of a place of assembly (function centre)** at **2/100 Bald Hill Road, Pakenham VIC**. The report is intended to inform Cardinia Shire Council about the waste management and collection strategies for the proposed development and address the specific conditions mentioned in the ‘Request for Further Information’ dated 24th November 2025.

The table below shows the summary of waste streams:

Table 1: Summary of waste streams

Type of waste	No. of bins / Size
Garbage Waste	01– 660L
Recycling Waste	01– 660L
Organic Waste	01– 660L
Glass waste	01– 660L
Hard waste	01– 660L
E-waste	01– 240L
Waste generated by the function centre will be collected and managed by a private waste contractor.	
Waste collection & management	
6 Collection & Management Procedures	
Bin storage area, collection point and Swept path diagram	
9 Appendix 01: Bin storage and collection point areas, and Swept path diagram	

This Plan ensures wastes are reduced, reused and recycled wherever possible. The Waste Management Plan outlines measures to manage and mitigate waste generation and resource consumption during the operation of the development. The Plan includes details on the following:

- The types and quantities of waste generated during operation.
- Procedures to collect and dispose of waste.
- Measures that will be implemented to minimise waste generation associated with the development.
- A program for monitoring the effectiveness of these measures.

In addition, following conditions outlined in the ‘Request for Further Information’ dated 24th November 2025 have been addressed.

To prepare this report, Town Plans drawing finalised in March 2026 have been used. The following documents and tools have been used to prepare this report:

- The Environment Protection Act 2017 (the Act) and the Environment Protection Regulations 2021 (Regulations)
- Waste and Recycling for Commercial and Industrial Land Use and Development Better Practice Guidance - Sustainability Victoria, April 2023.
- Sustainability Victoria – Better Practice Guide for Waste Management and Recycling in Multi-Unit Developments (2018).

4.2 INTRODUCTION TO PROJECT & SITE

The existing site is shown below in figure.1. This development is a non-residential development use of a place of assembly (function centre). According to the 'Waste Management and Recycling in Developments-Best practice guide', the proposed function centre considered as the best category of **club / hospitality**-type premises, as its primary activities generate a waste profile most comparable to event-based food and beverage premises. The total land area is approximately 1,509 sqm.



Figure 01; Existing site view of the proposed development


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Section 01

5 THE TYPES AND QUANTITIES OF WASTE GENERATED DURING OPERATION

5.1 TYPES OF WASTES

The potential waste generated at the site can be categorised into the following groups.

01. General waste

General waste includes non-recyclable materials generated from the operation of the function centre that cannot be placed in recycling, organic, glass, hard waste, or e-waste streams. This may include contaminated packaging, soft plastics, plastic film, polystyrene, disposable items, sanitary waste, and other residual waste arising from events and day-to-day operations.

02. Recycling waste (Commingled waste)

Commingled recycling includes recyclable materials generated within the function centre that can be collected together for recycling. This typically includes paper, cardboard, aluminium cans, steel cans, and rigid plastic bottles and containers. All recyclable materials should be emptied and, where required, lightly rinsed prior to disposal in the designated recycling bins.

03. Organic waste

Organic waste includes biodegradable food waste generated from the use of the function centre, particularly during weddings, conferences, seminars, parties, and associated catering activities. This may include food scraps, leftover meals, fruit and vegetable offcuts, meat, seafood, dairy products, bread, and other putrescible waste suitable for collection by the nominated private waste contractor.

04. Glass waste

Glass waste includes empty glass bottles and jars generated through food and beverage service associated with the function centre. This may include bottles used for water, soft drink, wine, beer, spirits, sauces, and similar products. Broken glass may also be included where accepted by the private waste contractor and managed in a safe manner within the designated glass waste system.

05. Hard Waste

Hard waste includes bulky or oversized items that cannot be placed in standard operational waste bins due to their size, shape, or material composition. These items are generally generated on an occasional basis rather than through daily operations and may include damaged furniture, shelving, fixtures, fittings, or large packaging materials associated with the ongoing use and maintenance of the function centre.

06. E-Waste

E-waste includes electrical and electronic items that require separate collection and appropriate recycling or disposal. This may include small appliances, audio-visual equipment, screens, printers,

point-of-sale equipment, cables, chargers, power boards, lighting components, and other electronic items used in connection with the operation of the function centre. E-waste must not be disposed of in general waste or commingled recycling bins.

5.2 CALCULATION OF THE WASTE GENERATION

The proposed development as a place of assembly (function centre), open for **five (5) days per week**. Based on the “Waste Management and Recycling in Multi-Unit Developments - Better Practice Guide” from Sustainability Victoria, the calculations for general waste and commingled recycling waste are outlined as follows.

- Garbage waste: 50L/100m² floor area/day
- Recycling waste: 50L/100m² floor area/ day

Furthermore, organic waste is estimated to be approximately 50% of Garbage waste and glass waste is estimated to be 30% from the recycling waste generation. The calculation of waste generation as follows:

Table 2: Waste generation calculation – (garbage waste with Organic - recycling waste with glass)

Items	Garbage waste	Recycling waste
Waste generation rate	50L/100m ² floor area/day	50L/100m ² floor area/day
Floor area	325 sqm	325 sqm
Operation days	05 days	05 days
Daily waste	163 Liters	163 Liters
Weekly waste	813 Liters	813 Liters

Based on the calculations above, organic waste and glass waste are estimated as follows.

- Organic waste generation per week:
813 Liters (garbage waste) * 50% = 406 Liters
- Glass waste generation per week:
813 Liters (recycling waste) * 30% = 244 Liters

Accordingly, the waste generated in each category is as follows.

Table 3: Waste generation under each category

Garbage Waste (without Organic waste)	Daily waste	81 Liters
	Weekly waste	406 Liters
Recycling waste (without Glass waste)	Daily waste	114 Liters
	Weekly waste	569 Liters
Organic waste	Daily waste	81 Liters
	Weekly waste	406 Liters
Glass waste	Daily waste	49 Liters
	Weekly waste	244 Liters



5.3 TYPES AND NUMBER OF BINS

According to the standards set by the Cardinia Shire Council, establishments are required to have four separate bins as outlined below.

- Garbage Waste bin (Rubish bin): Red lid
- Recycling Waste bin: Yellow lid
- Organic Waste bin (Food and Garden Organics Bin): Green lid
- Glass bin: Purple lid

Table 4: Calculation of the bin requirement and collection frequency

	Weekly waste generation	Selected bin sizes	Number of bins requirement as per collection frequency	Collection frequency	Surplus capacity of bins
Garbage waste	406 Liters	660 L	01	weekly	254 L
Recycling waste	569 Liters	660 L	01	weekly	91 L
Organic waste	406 Liters	660 L	01	weekly	254 L
Glass waste	244 Liters	660 L	01	Appropriately	-
Hard Waste	-	660 L	01	Appropriately	-
E-Waste	-	240 L	01	Appropriately	-

5.4 BIN STORAGE AREA

The bin storage areas have been designated based on the type and quantity of bins. The required storage space is outlined as follows:

Based on the calculated waste generation and bin sizes, the development requires storage for 5 x 660L bins and 1 x 240L bin. All bins are proposed to be stored externally within the rear of the site, positioned in a single inline row along the rear wall covered by a metal screen. Based on standard commercial bin dimensions and allowing for practical spacing, access and manoeuvring, the external bin storage area should provide a **minimum length of approximately 7.6 metres** and a **depth of approximately 2.0 metres**, resulting in a total storage area of approximately 15.2 square metres.

The bin storage area is depicted in Appendix 01 (**Appendix 01: Bin storage and collection point areas, and Swept path diagram**).



Section 02

6 COLLECTION & MANAGEMENT PROCEDURES

This section describes the procedures for handling, onsite storage, segregation, and collection of all waste streams for the proposed development at 2-100 Bald Hill Road, Pakenham, to satisfy the Cardinia Shire Council Waste Management Guidelines and the Waste Management and Recycling in Multi-Unit Developments – Better Practice Guide (Sustainability Victoria).

All waste generated by the proposed development at 2-100 Bald Hill Road, Pakenham will be **collected and managed by a licensed private waste contractor.**

No kerbside waste collection services will be utilised for this development.

6.1 ON-SITE WASTE SEGREGATION

Objective: To maximise resource recovery and minimise contamination by ensuring separation of individual waste streams at the point of generation.

Internal bins will be provided for the following streams:

- i. Garbage Waste
- ii. Recyclables
- iii. Organics
- iv. Glass
- v. E-waste

Procedures:

1. Staff will separate waste into six distinct streams at the point of generation:
 - i. **Garbage Waste (red-lid bin):** Non-recyclable and non-compostable materials such as food-contaminated packaging, wrappers, disposable items, and non-recyclable plastics.
 - ii. **Recycling (yellow-lid bin):** Co-mingled recyclable materials including cardboard, paper, clean plastics, and metals. Glass is excluded from this stream.
 - iii. **Organic Waste (green-lid bin):** Food scraps, coffee grounds, compostable packaging, and other biodegradable organic materials generated from food preparation and service areas.
 - iv. **Glass Waste (purple-lid bin):** Glass bottles and jars only, separated to minimise contamination and support dedicated glass recycling.
 - v. **E-waste:** Electrical and electronic items only, separated to prevent contamination and ensure collection through an appropriate specialist recycling service.
2. All waste containers within the kitchen, service and staff areas will be clearly labelled with colour-coded signage corresponding to the relevant waste streams, supported by pictorial guidance to assist correct source separation and minimise contamination.
3. Staff training will be undertaken prior to commencement of operation and refreshed periodically to ensure correct waste segregation, safe handling of all waste streams, and ongoing compliance with the approved Waste Management Plan, the requirements of the relevant private waste contractor, and Council requirements.

6.2 WASTE COLLECTION BY PRIVATE CONTRACTOR

Objective: Ensure timely and safe removal of all waste streams in compliance with council guidelines.

Procedures:

All the waste types will be collected outside the peak operation times.

1. Collection Frequency:
 - a. General waste, Commingled recycling and organic waste will be collected on a weekly basis to maintain appropriate hygiene standards and avoid bin overflow.
 - b. Glass waste, hard waste and e-waste collected as required in accordance with operational needs and the service arrangements of the nominated private waste contractor.
2. Contractor Access & Safety:
 - a. Private contractor vehicles will approach the bin storage area from the access road.
 - b. Staff will ensure the path is clear, bins are lined and closed, and any obstacles removed.
 - c. Bins will be returned to the designated storage area immediately after collection.
3. Special Handling for Glass:
 - a. Purple-lid bins for glass will be handled carefully to prevent breakage, in line with contractor safety protocols.
4. Record Keeping:
 - a. Staff will maintain a weekly collection log noting collection dates, volumes, and any operational issues.

The following table provides details of the waste collection and disposal mechanisms.

Table 5: Waste collection frequency and contractor details

Type of waste	Collection frequency	Collect by
Garbage waste	Weekly	Private contractor
Recycling waste	Weekly	Private contractor
Organic waste	Weekly	Private contractor
Glass waste	Appropriately *	Private contractor
Hard Waste	Appropriately *	Private contractor
E-Waste	Appropriately *	Private contractor

** The frequency of collection depends on the waste generation, as cannot be predicted. Occupier will arrange for collection with the contractor based on waste generation.*

Further,

- Bins will be presented at the designated bin collection point by staff prior to the contractor's arrival.
- Private collection vehicles compatible with standard MGBs (mobile garbage bins) will service the site.
- Following emptying, bins will be promptly returned to the approved bin storage area by the contractor.



6.3 OVERFLOW & CONTINGENCY MANAGEMENT

Objective: Ensure uninterrupted operations even during peak periods.

Procedures:

1. Staff will monitor bin fill levels daily.
2. If any bin is near full before the scheduled collection day, the following options are available:
 - a. Temporary additional bin supplied by contractor.
 - b. Ad-hoc pickup arranged with contractor.
3. Overflow management ensures no spillage, contamination, or odour issues, maintaining compliance with health and safety standards.

6.4 STAFF TRAINING & RESPONSIBILITIES

Objective: Ensure waste procedures are consistently applied and compliant.

Procedures:

1. Staff training program includes:
 - a. Proper segregation of all four waste streams
 - b. Safe handling of bins, particularly organic and glass waste
 - c. Use of PPE (gloves, aprons) during waste handling
 - d. Response to overflows and spills
2. Responsibilities of staff:
 - a. Daily monitoring of bin levels
 - b. Lining bins and keeping lids closed
 - c. Notifying contractor or management if additional waste removal is required

7 SIGNAGE

Purpose: To ensure correct and consistent use of all waste facilities by staff and contractors, minimise contamination across all waste streams, and support safe and efficient private waste collection in accordance with Cardinia Shire Council requirements and the Waste Management and Recycling in Multi-Unit Developments – Better Practice Guide.

7.1 BIN STORAGE ENCLOSURE SIGNAGE

A clearly visible sign stating “Waste Sorting Area – Staff Only” will be installed at the entrance to the bin storage area.

The sign will include **clear instructions for the correct segregation of all six waste streams**, including:

- Garbage Waste (red lid)
- Recycling (yellow lid)
- Organic Waste (green lid)
- Glass Waste (purple lid)



- Hard Waste (Label as Hard Waste)
- E-waste (Label as E-waste)

Signage will use **colour coding, icons, and brief text descriptions** consistent with the relevant bin lid colours and waste types to ensure clarity for all users.

7.2 INSTRUCTIONAL POSTERS (INTERNAL AREAS)

Instructional posters will be displayed in kitchen, food preparation, service, and staff areas where waste is generated.

Posters will:

- Show images and examples of acceptable and non-acceptable items for each of the six waste streams.
- Clearly distinguish between recycling, organics, glass, and general waste to minimise contamination.
- Include guidance on the separate handling of hard waste and e-waste, noting that these items must not be placed in standard bins.

Posters will include **“Do’s and Don’ts”** for each waste stream to reinforce correct disposal practices.

7.2.1 Collection and Contractor Signage

A sign stating **“Private Contractor Access – Waste Collection Area”** will be installed at the front of the bin storage area.

Where applicable, signage will also note **“Weekly Collection”** to assist contractors in identifying the correct servicing location.

Bin identification signage will assist collection drivers in quickly recognising each waste stream, supporting safe, efficient, and correct collection by private contractors.

7.2.2 Signage Standards and Maintenance

- All signage will be weatherproof, durable, and securely fixed.
- Signage will be maintained in a legible and visible condition at all times.
- Any damaged or unclear signage will be replaced promptly to maintain effectiveness.

Examples of the required signage are provided in Appendix 03 (Annexure 03: Signage related to Waste Management). These signage standards will be implemented throughout the centre and within all waste storage and handling areas by the developer/owner prior to occupation.

Section 03

8 MEASURES TO MINIMIZE WASTE GENERATION ASSOCIATED WITH THE DEVELOPMENT

This section outlines the practical procedures for the handling, storage, and collection of all waste streams for the proposed café/restaurant, in line with Cardinia Shire Council requirements and the Waste Management and Recycling in Multi-Unit Developments – Better Practice Guide (Sustainability Victoria, 2023).

8.1 RELEVANT GUIDELINES AND POLICIES

The Waste Management Plan was developed taking into account the following relevant policies and guidelines:

- Australian Government – National Waste Policy: Less Waste, More Resources (2018).
- Victorian Government – Recycling Victoria: A New Economy (2020).
- Sustainability Victoria – Better Practice Guide for Waste Management and Recycling in Multi-Unit Developments (2018).
- EPA Victoria – Noise Control Guidelines (2021)

8.2 REDUCING WASTE GENERATION

The fundamental principle governing waste legislation is the waste management hierarchy. This hierarchy establishes a preferred order for waste management, with avoidance as the most favored option and disposal as the least preferred. All waste-related policies crafted by governmental entities at every level should adhere to this hierarchy. The waste management hierarchy employed is:

- a) Avoid – making the waste in the first place – alternative designs & lean procurement systems.
- b) Reduce – via prevention or elimination of waste products;
- c) Reuse – find a secondary use for the waste product; and
- d) Recycle – alternative use for waste product which may include reprocessing of product.
- e) Recovery – divert materials away from landfill that can be processed into feedstock for the
- f) waste to energy sector.
- g) Landfill – control the destination of waste to its' relevant class of landfill site.

The following image illustrates the waste management hierarchy in sequence.

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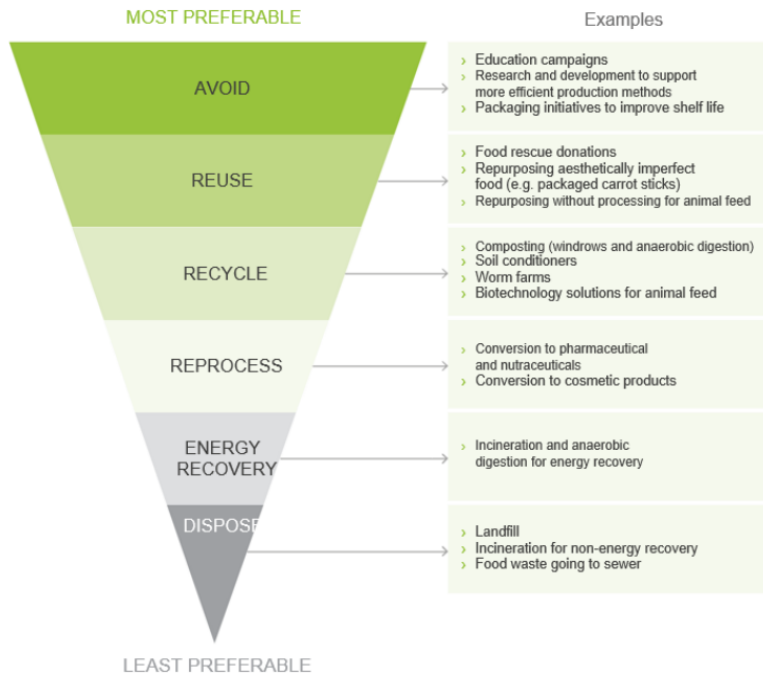
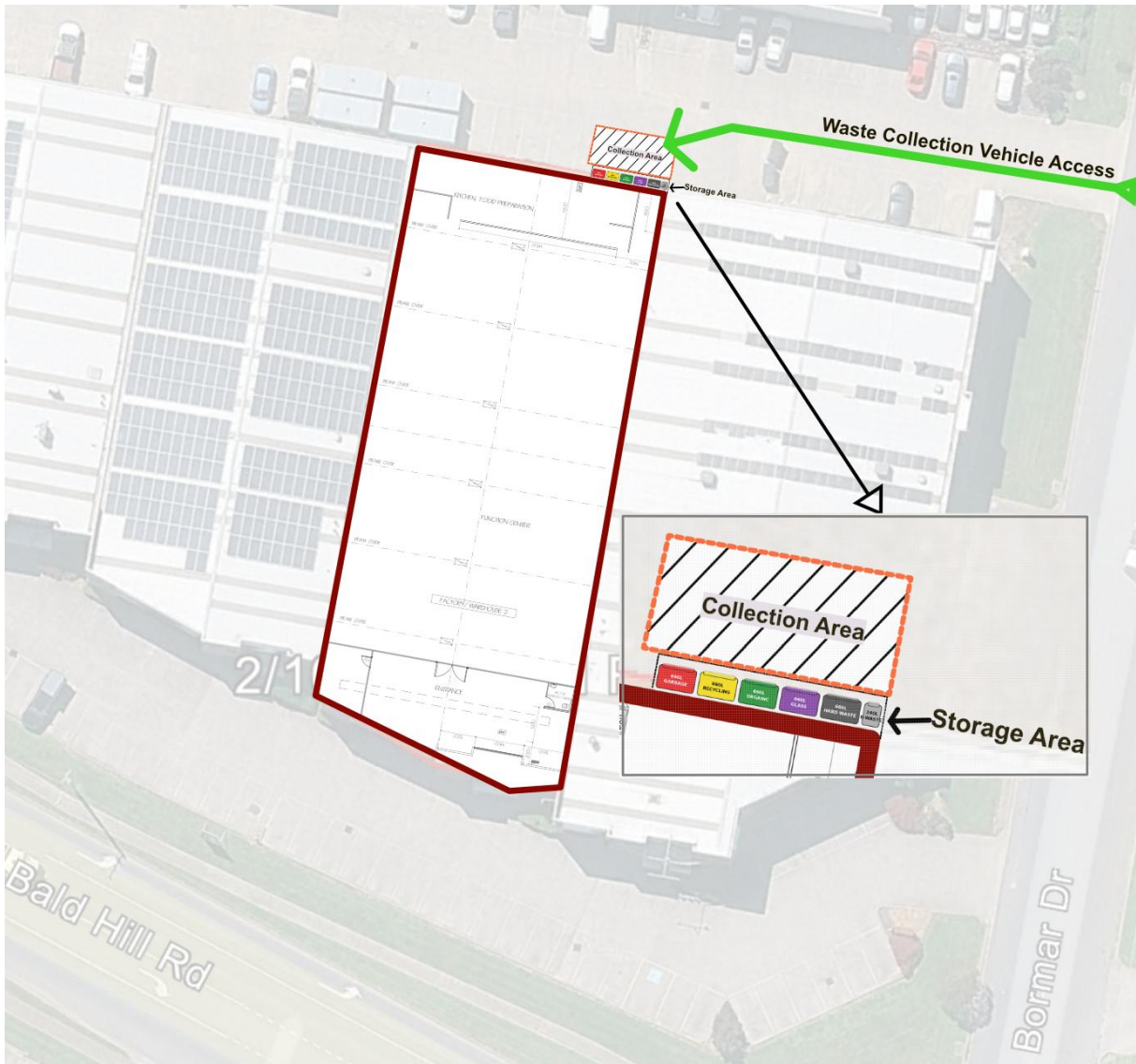


Figure 1: waste management hierarchy, source: <https://www.energy.gov.au/households/reducing-waste>

9 APPENDIX 01: BIN STORAGE AND COLLECTION POINT AREAS, AND SWEPT PATH DIAGRAM




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10 APPENDIX 02: EXAMPLES FOR SIGNAGES

<div style="background-color: #008000; color: white; text-align: center; padding: 5px;"><h3>Organics</h3></div> <p style="text-align: center; color: #008000;">Place these items here</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> <tr> <td><small>Fruit & vegetable scraps</small></td> <td><small>Loose leaf tea</small></td> <td><small>Egg shells</small></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td><small>leftover food scraps</small></td> <td><small>flowers / plant clippings</small></td> <td><small>Wood stirers / chopsticks</small></td> </tr> <tr> <td></td> <td></td> <td>Did you know?</td> </tr> <tr> <td><small>Coffee grinds</small></td> <td><small>Chicken bones</small></td> <td></td> </tr> </table>				<small>Fruit & vegetable scraps</small>	<small>Loose leaf tea</small>	<small>Egg shells</small>				<small>leftover food scraps</small>	<small>flowers / plant clippings</small>	<small>Wood stirers / chopsticks</small>			Did you know?	<small>Coffee grinds</small>	<small>Chicken bones</small>		<div style="background-color: #FFD700; text-align: center; padding: 5px;"><h3>Commingled</h3></div> <p style="text-align: center; color: #FFD700;">Place these items here</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> <tr> <td><small>Aluminium cans and packaging</small></td> <td><small>PET bottles</small></td> <td><small>Clean paper towel / paper bag / newspaper</small></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td><small>Glass bottles</small></td> <td><small>Milk cartons</small></td> <td><small>Food tins / cans (rinsed)</small></td> </tr> <tr> <td></td> <td></td> <td>Did you know?</td> </tr> <tr> <td><small>Juice cartons</small></td> <td><small>Milk bottles</small></td> <td></td> </tr> </table>				<small>Aluminium cans and packaging</small>	<small>PET bottles</small>	<small>Clean paper towel / paper bag / newspaper</small>				<small>Glass bottles</small>	<small>Milk cartons</small>	<small>Food tins / cans (rinsed)</small>			Did you know?	<small>Juice cartons</small>	<small>Milk bottles</small>	
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