

# **Town Planning Committee Meeting**

## **Minutes**

Monday 3 August 2020

Commenced at 7:04 pm

Online

**Members:** Cr Jeff Springfield                      Mayor  
                 Cr Ray Brown  
                 Cr Collin Ross  
                 Cr Brett Owen  
                 Cr Michael Schilling  
                 Cr Carol Ryan  
                 Cr Leticia Wilmot

**Officers:** Carol Jeffs                                      Chief Executive Officer  
                 Doug Evans    Manager Governance

## Order of Business

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**1 Opening And Prayer**

Almighty God we humbly request that you bestow your blessings upon this Council, direct and prosper our deliberations to the advancement of your glory and to the betterment of the peoples of Cardinia Shire. Amen.

**2 Acknowledgements**

Cardinia Shire Council acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past, present and emerging.

**3 Apologies**

Councillors Graeme Moore and Jodie Owen.

**4 Declaration Of Interests**

## 5 Ordinary Business

### 5.1 Officer Recreation Reserve - Buildings and Works (Extension to Existing Recreation Reserve Club Rooms)

**File Reference:** T190645  
**Responsible GM:** Tracey Parker  
**Author:** Meghan Ablett

#### Recommendation(s)

That a Notice of Decision to Grant Permit T190645 be issued for Buildings and Works (Extension to existing club rooms) at Officer Recreation Reserve, Starling Road Officer VIC 3809 subject to conditions.

#### Attachments

1. Locality Map [5.1.1 - 1 page]
2. Plans for Endorsement [5.1.2 - 5 pages]

#### Executive Summary

<b>APPLICATION NO.:</b>	T190645
<b>APPLICANT:</b>	Daryl Hargreaves
<b>LAND:</b>	Officer Recreation Reserve, Starling Road, Officer VIC 3809
<b>PROPOSAL:</b>	Buildings and Works (Extension to existing club rooms)
<b>PLANNING CONTROLS:</b>	Urban Growth Zone – Schedule 3 Applied Zone - Public Conservation and Resource Zone Development Contribution Plan Overlay – Schedule 4 Officer Precinct Structure Plan Clause 11.03-2S Growth Areas Clause 19.02-4S Social and Cultural Infrastructure Clause 21 Municipal Strategic Statement
<b>NOTIFICATION &amp; OBJECTIONS:</b>	The application has been advertised pursuant to Section 52 of the Planning and Environment Act 1987. Council has received one objection to date.
<b>KEY PLANNING CONSIDERATIONS:</b>	Compliance with Planning Policy Appropriateness of the proposed development Objector concerns
<b>RECOMMENDATION:</b>	Notice of Decision to Grant a Permit

## Background

The application is made on behalf of Council (Cardinia Shire Council).

The proposal is considered to be consistent with the Officer Recreation Reserve Master Plan (2012) which was developed in consultation with the reserve user groups and the broader community. This document recommended the development of a joint-use club and community function room.

Council has contributed \$400,000 to the project in the 19/20 Council budget.

## Subject Site

The site is located on the north eastern side of Starling Road and the Princes Hwy and the site is accessed via Starling Road. The site contains various sporting club rooms, two football ovals, two netball courts, six tennis courts, various other buildings and vegetation throughout the site. The topography of the land is generally flat.

The main characteristics of the surrounding area are:

NORTH: Undeveloped residential land  
SOUTH: Princes Highway and Siding Avenue and the future Officer Town Centre.  
EAST: McMullen Road and undeveloped residential land and Upper Gum Scrub Creek.  
WEST: Starling Road and undeveloped future gateway business land forming part of the Officer Town Centre.

Refer to attachment 1 for Locality Plan.

## Relevance to Council Plan

Nil.

## Proposal

The proposal is for the extension of the existing Officer Recreation Reserve Football Club Rooms.

Details of the proposal are as follows:

- 644.71sqm of area is proposed to be added to the existing 359.051sqm club rooms.
- Minor alterations to the floor plan of the existing club rooms.
- Addition of a social dining room, bar, multiple store rooms, office, male/female/disabled toilets, alfresco area and verandah.

Refer to attachment 2 for Plans of the proposal.

## Planning Scheme Provisions

### State Planning Policy Framework (SPPF)

The relevant clauses of the SPPF are:

- Clause 11.03-2S Growth Areas
- Clause 19.02-4S Social and Cultural Infrastructure

### **Local Planning Policy Framework (LPPF)**

The relevant clauses of the LPPF are:

- Clause 21 Municipal Strategic Statement

### **Relevant Particular/ General Provisions and relevant incorporated or reference documents**

The relevant provisions/ documents are:

- Clause 52.29 Land Adjacent to a Road Zone, Category 1, or a Public Acquisition Overlay for Category 1 Road
- Officer Precinct Structure Plan

### **Cardinia Shire's Liveability Plan 2017-2029**

This proposal has regard to Cardinia Shire's Liveability Plan 2017-2029, in particular:

- Improved Social Cohesion
- Improved safety
- Reduce obesity

### **Zone**

The land is subject to the Urban Growth Zone – Schedule 3 and the applied zone is Public Conservation and Resource Zone.

### **Overlays**

The land is subject to the Development Contributions Plan Overlay – Schedule 3.

### **Planning Permit Triggers**

The proposal for **Buildings and works (Extension to existing recreation reserve club rooms)** requires a planning permit under the following Clause of the Cardinia Planning Scheme:

- Pursuant to Clause 36.03-2 of the Public Conservation and Resource Zone, a planning permit is required to construct a building or carry out works.

### **Public Notification**

The application has been advertised pursuant to Section 52 of the Planning and Environment Act 1987 by:

- Sending notices to the owners and occupiers of adjoining land.
- Placing 1 sign on site.

The notification has been carried out correctly, and the statutory declaration has been submitted to Council on 24 June 2020. Council has received one objection to date and the key issues are:

- Noise concerns from Functions operating until 2am
- Mowing lawns at 2am
- Additional noise mitigation measures, including acoustic barriers are required
- The alfresco area should be sound proofed and not to be used after 8pm
- Venue management required

- Concerns around disturbing the peace and quiet of the neighbourhood
- Would like the operating hours restricted to 10pm Monday-Thursday, 11pm Friday-Saturday and public holidays and 10pm on Sundays.

In response to the objection, the amenity of the Reserve is to be managed in the following ways:

- Council will enter an Agreement for Lease with the Officer Sports Club for the completed building. The Lease will provide important facility usage terms and conditions relating to types of use, hours of use, conditions around the overall management of the building. The draft Lease includes the requirement of the venue to be locked and vacated before 1am.
- The Lease will also define permitted and excluded activities within the building to ensure the use of the building is consistent with the purpose of community and recreation facilities. An example of excluded activities includes wedding receptions, birthday parties for anyone turning 16 or 31 or any age in between, bucks or hens functions or any similar celebrations, and the operation of a nightclub or discotheque. Music is not permitted to be put through external building speakers. A breach of these conditions could result in formal action from Council.
- The Reserve is managed by the Section 86 Committee of Management, who is a delegated volunteer committee of Council who are responsible for managing the operation and maintenance of the reserve.
- The Officer Sports Club will be required to enter into a Liquor License that will reflect to terms and conditions of the lease, once the construction is completed.
- The proposed development will also be required to meet state liquor licencing legislation, once a liquor licence is out in place. The liquor licence will be required to reflect the type of use and hours of operation as per the lease.
- The building design and materials are considerate of the need to ensure the operation of the facility does not unreasonably impact on surrounding properties. Some specific measures have been taken in the design and materials of the building, including:
  - The main entrance and exit to the building will have double airlock doors.
  - The proposed addition is located on the far side of the existing Club rooms increasing the distance from the neighbouring residence.
  - The use of a trussed roof provides a void within the roof space which will assist in the acoustic properties of the building.
  - Double glazing will be used to all proposed glazed windows & doors.
  - The required R value of insulation will be installed to the walls and ceilings as determined in the Section J report for the proposed addition, this will provide substantial acoustic performance over the existing club rooms/buildings already located on the subject site.
  - Most of the walls will be built using a Masonry/block veneer wall which uses a dense masonry block on the external skin aiding again in the acoustic properties of the building.

As the proposal is for buildings and works only it is not appropriate to put use related conditions on the planning permit and it is considered more appropriate for the site to be managed in other ways as described above. It is considered that the use of the Reserve is not proposed to change or intensify as part of this application.



## Referrals

The application was not required to be referred externally.

The application was referred internally to Council's Landscaping, Engineering and Leisure Facilities & Active Reserve teams who supported the application subject to condition/s Council's Traffic team has also commented on the application.

## Discussion

The proposed **Buildings and works (Extension to existing recreation reserve club rooms)** is consistent with the aims and objectives of the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement as well as zones and overlays which apply to the subject site.

### Urban Growth Zone – Schedule 3

The application has been assessed against the relevant precinct structure plan, being the Officer Precinct Structure Plan (September 2008), as discussed below.

### Officer Precinct Structure Plan (Amended November 2019)

The Officer Precinct Structure Plan (PSP) identifies the Officer Recreation Reserve as a district sports reserve.

The PSP includes the following relevant Community Facilities Objectives:

- Provide a range of community facilities and services to meet the varying needs of local residents
- Promote high quality architecture and flexible design and use of community facilities to accommodate changing community needs over time

The PSP includes the following relevant Open Space and Natural Systems Objectives:

- Provide and develop a network of quality, well distributed, multi functional and appropriately sized open space areas that are well connected to meet the active and passive needs of the community

The proposal contributes to the overall open space network of the Officer PSP and will provide an improved facility for the established user groups.

### Applied Zone - Public Conservation and Resource Zone

The proposal is considered to be appropriately located. The proposed extension is in a central location to service oval number 2. The proposed extension is appropriately designed for the use of the building. The proposal is consistent with the Officer Recreation Reserve Master Plan (2012).

### Clause 52.06 Car Parking

Clause 52.06-5 does not specify a number of car parking spaces required for the proposed development and therefore, in accordance with Clause 52.06-6, car parking spaces must be provided to the satisfaction of the Responsible Authority.

Council's internal Traffic team have commented on the proposal, recommending:

- Provision for a minimum of ten additional car parking spaces be made (gravel or all weather surface)
- Width of the gravel vehicle roadways be widened

- A gravel or all weather or gravel surface be provided around the ovals

To surface the area around the ovals, widen the accessways and increase the number of car parking spaces provided on site is not considered reasonable in this instance. The existing use of the site is not being changed as a direct consequence of the development (there is no increase to the number of games being held on site at any one time which for example would impact overall traffic volumes).

The overall traffic arrangements and traffic volumes are not considered to be directly affected by the proposed development and the existing informal gravel and grass car parking arrangement, typically seen at sporting reserves across the municipality, is considered to be satisfactory.

The plans submitted are notated with 'gravel area' around the proposed building for the purposes of vehicle access, circulation and car parking. This should be completed prior to occupancy of the building, as reflected in the permit conditions.

Car parking has been provided to the satisfaction of the Responsible Authority.

### Conclusion

The proposed **Buildings and works (Extension to existing recreation reserve club rooms)** is consistent with the purpose and objectives of the Urban Growth Zone – Schedule 1, Public Conservation and Resource Zone, Officer Precinct Structure Plan (September 2008) and Clause 52.06 Car Parking of the Cardinia Planning Scheme. The proposal is considered acceptable and as such a Notice of Decision to Grant a Permit should be issued subject to the following conditions:

### Conditions

1. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
2. Once the development has commenced, it must be continued and completed to the satisfaction of the Responsible Authority.

### Plans Required

3. Before the development starts, a stormwater management plan showing the stormwater works to the nominated point of discharge must be submitted for the approval of the Responsible Authority. The stormwater management plan must be prepared by a suitably qualified person and show details of the proposed stormwater works including all existing and proposed features that may have impact (including trees to be retained, crossings, services, fences, abutting buildings, existing boundary levels etc). All works must be undertaken in accordance with the approved stormwater management plan.
4. Before the development starts, a landscape plan prepared by a person suitably qualified and experienced in landscape design to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and one electronic copy in an approved format must be provided. The landscaping plan must be generally in accordance with the landscape concept plan dated 3 March 2020 prepared by Ziebell Landscape Architecture - Revision A - Drawing LA02, except that the plan must show:

- a. A survey (including botanical names) of all existing vegetation to be retained and/or removed.
- b. Details of surface finishes of pathways and driveways.
- c. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
- d. Landscaping and planting within all open areas within close proximity to the approved development, where agreed possible.
- e. A minimum of two (2) small sized canopy trees capable of reaching a height of 6 metres and width of 5 metres at maturity (2m high at the time of planting) within the proposed garden beds.

All species selected must be to the satisfaction of the Responsible Authority and should be drought tolerant and proven hardy cultivars suitable to the local conditions. Plantings are not to impact sight lines for vehicles or pedestrians.

### **General**

5. Before the development is occupied, all proposed areas set aside on the endorsed plan/s for access, circulation and car parking (around the Club Room building) as shown on the approved plans must be surfaced with crushed rock or other approved all weather surfacing material, of adequate depth and drained and to the satisfaction of the Responsible Authority. Once constructed, the area must be maintained to the satisfaction of the Responsible Authority.
6. Before the development is occupied or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.
7. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority and used for no other purpose. Any dead, diseased or damaged plants are to be replaced.
8. The exterior colour and cladding of the development must not result in any adverse visual impact on the environment of the area and all external cladding and trim of the building, including the roof, must be of a non-reflective nature.
9. Stormwater must not be discharged from the subject land other than by means of an underground pipe drain discharged to an outlet in the street or to an underground pipe drain to the satisfaction of the Responsible Authority.
10. Stormwater works must be provided on the subject land so as to prevent overflows onto adjacent properties.

### **Permit Expiry**

11. This permit will expire if one of the following circumstances applies:
  - a) The development does not start within two (2) years of the date of this permit;  
or
  - b) The development is not completed within four (4) years of the date of this permit; or

The Responsible Authority may extend the periods referred to if a request is made in writing in accordance with Section 69 of the Planning and Environment Act 1987.

**Resolution**

Moved Cr Brett Owen, seconded Cr Ray Brown.

That a Notice of Decision to Grant Permit T190645 be issued for Buildings and Works (Extension to existing club rooms) at Officer Recreation Reserve, Starling Road Officer VIC 3809 subject to conditions.

Carried

**6 Meeting Closure**

Meeting closed at 7:19pm.

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Minutes confirmed  
Chairman