

Town Planning Committee Meeting

Minutes

Monday 6 October 2025

Commenced at 7:00 PM

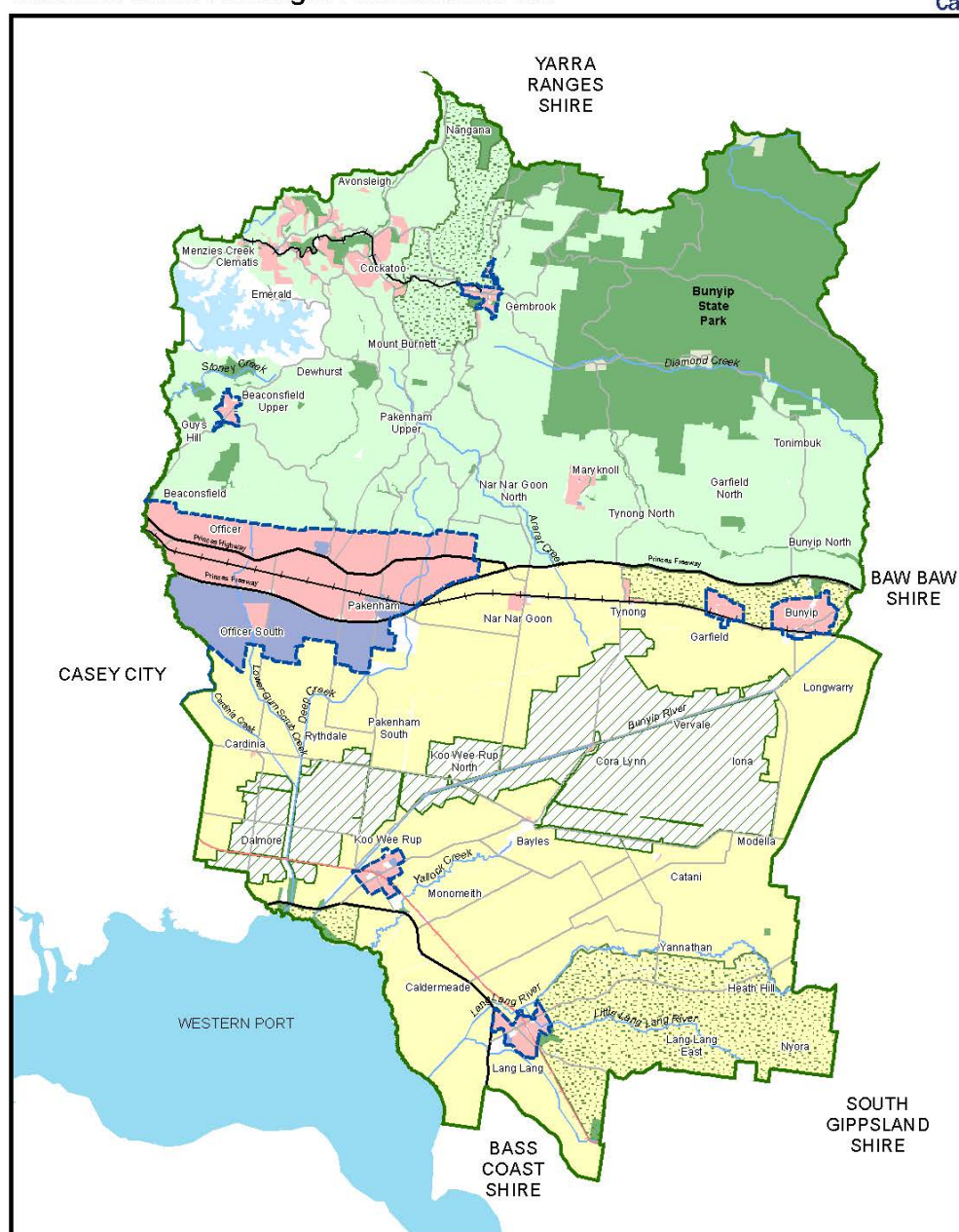
Council Chambers
20 Siding Avenue, Officer
Victoria

The Cardinia Shire Strategic Framework Plan (Figure 1) sets out the general pattern for land use and development to respond to the key influences and issues to achieve the strategic vision for the municipality.

The purpose of the framework is to provide an overview of land use in the Cardinia Shire and to identify locations where specific land use outcomes will be supported and promoted.

Figure 1:

Cardinia Shire Strategic Framework Plan



Printed: 24-Oct-18 Data Source: State & Local Government. © CARDINIA SHIRE COUNCIL

Members:	Cr Jack Kowarzik	Mayor
	Cr Alanna Pomeroy	Deputy Mayor
	Cr Liz Roberts	
	Cr Samantha-Jane Potter	
	Cr Casey Thomsen	
	Cr David Nickell	
	Cr Collin Ross	
	Cr Brett Owen	
	Cr Trudi Paton	
Officers:	Debbie Tyson	General Manager Community & Planning Services
	Peter Harris	Manager Governance, Safety & Property
	Duncan Turner	Manager Planning & Design

Meeting opened at 7.00pm.

Order of Business

1 Opening And Reflection.....	5
2 Acknowledgements	5
3 Apologies.....	5
4 Declaration Of Interests	5
5 Ordinary Business.....	6
5.1 T240617 PA - Use And Development Of The Land For A Dwelling And Buildings And Works To Extend The Existing Shed At 125 Mcnamara Road, Bunyip	6
5.2 Planning Matters Dealt With By Officers Under Delegated Authority - October 2025.....	10
5.3 Planning Matters VCAT Report - October 2025.....	11
5.4 Planning Scheme Amendment Activity - October 2025.....	12

1 Opening And Reflection

I would ask those gathered to join us now for a few moments of silence as we reflect on our roles in this chamber. Please use this opportunity for reflection, Prayer or thought, to focus on our shared intention to work respectfully together for the well-being of our whole community.

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

Nil

4 Declaration Of Interests

Nil

5 Ordinary Business

5.1 T240617 PA - USE AND DEVELOPMENT OF THE LAND FOR A DWELLING AND BUILDINGS AND WORKS TO EXTEND THE EXISTING SHED AT 125 MCNAMARA ROAD, BUNYIP

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	4.1 We support our productive land and employment land to grow local industries 4.1.1 Facilitate better planning for our agricultural land to support industry, innovation, local food economy and local job growth. 5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Alternate Resolution

Moved Cr Pomeroy, seconded Cr Nickell.

That Council resolve to grant Planning Permit T240617 for the *use and development of a dwelling and associated works; and building & works to extend an existing shed/rural store* on land known and described as L1 TP111051, 125 McNamara Road Bunyip as per the following table and subject to the below conditions.

Planning scheme clause	Matter for which the permit has been granted
35.04-1	Use of land for a Dwelling
35.04-5	Construct a building or construct or carry out works associated with a Section 2 Use (Dwelling)
42.01-2	Construct a building or construct or carry out works

Compliance with Documents Approved under this Permit

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

Amended Plans Required

- Before the development commences, amended plans to the satisfaction of the Responsible Authority must be approved and endorsed by the Responsible Authority. The plans must be drawn to scale with dimensions and must be submitted electronically. The plans must be generally in accordance with the plans forming part of the permit application (prepared by 3D Design Group, dated 10 May 2024, Revision F) but amended to show:
 - A domestic envelope no greater in area than 3000 square metres containing all domestic activities, including the:
 - Dwelling (and all domestic services);

- ii. All components of the on-site wastewater treatment system; and,
- iii. New accessways and car parking areas proposed to service the dwelling.
- b. A domestic animal proof fence surrounding the domestic envelope, including an elevation drawing of this fence.
- c. A site plan showing a buffer zone for Tea Tree Creek, including the location of fencing to ensure livestock does not enter the creek to the satisfaction of the responsible authority.
- d. An amended Farm Management Plan to comply with Condition 3.
- e. A Waste Management Plan to comply with Condition 4

Farm Management Plan

- 3. Before the development commences, an amended Farm Management Plan to the satisfaction of the Responsible Authority must be approved and endorsed by the Responsible Authority. The plan must be submitted electronically, and must be generally in accordance with the Farm Management Plan forming part of the permit application (prepared by James Keane, undated) but amended to show/include:
 - a. A site plan (drawn to scale) showing:
 - i. The lot divided into fenced paddocks (excluding the domestic envelope);
 - ii. The domestic envelope not exceeding 3000 square metres;
 - iii. Location of all relevant infrastructure such as (but not limited to) water troughs, crush(es), holding yard(s), race(s), as well as any other required infrastructure for the proposed agricultural operation referred to within the Farm Management Plan.
 - iv. A buffer zone for Tea Tree Creek, including the location of fencing to ensure livestock does not enter the creek to the satisfaction of the responsible authority.
 - b. Details of the proposed biosecurity program.
 - c. Details of water requirements and expected usage, including details of water acquisition (if required).
 - d. Details of waste, manure and effluent management.
 - e. Details of nutrient and pasture management.
 - f. Details of waterway and ground protection.
 - g. Details of pest animal and weed management.
 - h. Details of mortality management of stock to be provided off site. No deceased stock may be buried on the subject site.

Waste Management Plan

- 4. A waste management plan, prepared by a suitably qualified professional, detailing how household waste is proposed to be stored and collected.

Layout Not Altered

- 5. The use and development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Section 173 Agreement

- 6. Before the development commences, the owner of the land must enter into an agreement with the responsible authority under Section 173 of the *Planning and Environment Act 1987*. The agreement must provide the following:

- a. Maintain the domestic building envelope as it is shown on the endorsed plans.
- b. Any buildings associated with a dwelling are to be contained within the domestic building envelope unless with the written consent of the responsible authority.
- c. That no further dwellings (including any Small Second Dwelling) may be constructed on the land.
- d. That the owner acknowledges and accepts the possibility of nuisance from adjoining agricultural operations including (but not limited to) animal production, spray drift, dust, agricultural machinery use, pumps and associated hours of operation necessary for agricultural production.
- e. That the dwelling on the land must be occupied by the person(s) operating and managing the agricultural enterprise being conducted on the land.
- f. Implement and maintain in perpetuity, the endorsed Farm Management Plan, to the satisfaction of the Responsible Authority.

The owner of the land must pay all of the responsible authority's reasonable legal costs and expenses of this agreement, including preparation, execution and registration on title.

Before Occupation

7. Before the dwelling is occupied:
 - a. Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.
 - b. The dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available, all wastewater from the dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.
 - c. The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for fire fighting purposes.
 - d. The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.

Amenity & Use

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. The shed may only be used for purposes related to agricultural or rural activities being carried out on the property. This building must not be used for accommodation.
10. No heavy vehicles, earthmoving equipment, machinery or goods may be stored or allowed to remain on the subject land, other than those directly associated with the use of the land for Agriculture or a Dwelling.

Environmental Health

11. Before the development commences, the area set aside for the on-site wastewater treatment system and purposes of distribution and absorption of wastewater must be protected to prevent soil disturbance during construction of the proposed development to the satisfaction of the Responsible Authority.
12. Before the development is occupied, all sewage from the proposed development must be discharged into a new, EPA approved, on-site wastewater treatment system as described in

the approved Land Capability Assessment Report No. 19774 as prepared by Soil Test Express dated 14/03/204 to the satisfaction of the Responsible Authority.

Engineering

13. Stormwater works must be provided on the subject land so as to prevent overflows onto adjacent properties.
14. All stormwater must be conveyed by means of drains to satisfactory points or areas of discharge approved by the Responsible Authority, so that it will have no detrimental affect on the environment or adjoining property owners.
15. Sediment control measures must be undertaken during construction to the satisfaction of the Responsible Authority to ensure that the development subject land is adequately managed in such a way that no mud, dirt, sand, soil, clay or stones are washed into or allowed to enter the stormwater drainage system.
16. Earthworks must be undertaken in a manner that minimises soil erosion. Exposed areas of soil must be stabilised to prevent soil erosion. The time for which soil remains exposed and unestablished must be minimised to the satisfaction of the Responsible Authority.

Commencement

17. This permit will operate from the issued date of this permit.

Expiry

18. A permit for the development and use of land expires if any of the following occur:
 - a. The development (buildings and works) is not started within two (2) years of the issued date of this permit; or
 - b. The development (buildings and works) is not completed within four (4) years of the issued date of this permit; or
 - c. The use does not commence within two (2) years of completion of the development; or
 - d. The use is discontinued for a period of two (2) years.

In accordance with [Section 69](#) of the [Planning and Environment Act 1987](#), an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

Notes:

19. Council does not maintain the section of McNamara Road north of Wattletree Road. No vegetation may be removed, pruned or lopped to maintain access without the written consent of the responsible authority.
20. A Building Permit may be required before the development commences. For more information, contact Council's Building Department or a Registered Building Surveyor.
21. Prior to installation works commencing on the septic tank system, a Permit to Install must be obtained from Council's Health Department

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

5.2 PLANNING MATTERS DEALT WITH BY OFFICERS UNDER DELEGATED AUTHORITY - OCTOBER 2025

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Resolution

Moved Cr Owen, seconded Cr Roberts.

That Council note the 'Planning Matters Dealt with by Officers Under Delegated Authority – October 2025' report.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

5.3 PLANNING MATTERS VCAT REPORT - OCTOBER 2025

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Resolution

Moved Cr Pomeroy, seconded Cr Ross.

That Council note the 'Planning Matters VCAT Report – October 2025' report.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

5.4 PLANNING SCHEME AMENDMENT ACTIVITY - OCTOBER 2025

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making. 5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy. 5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Resolution

Moved Cr Thomsen, seconded Cr Ross.

That Council note the 'Active Planning Scheme Amendments' report in Table 1.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

6 Meeting Closure

Meeting closed at 7.26pm.

Minutes confirmed
Mayor