

GRIFFITH CITY COUNCIL **MAYORAL MINUTE**

MM01

**SUBJECT: EXHIBITION OF DRAFT POLICY SEALING OF CAR PARK AND
MANOEUVRING AREAS**
FROM: John Dal Broi, Mayor

SUMMARY

This new Policy will be of assistance to development in Griffith. It has been considered favourably by the Business, Development and Major Projects Committee but its exhibition to the public and subsequent adoption has been held up by Council.

I am proposing that the draft Policy be placed on public exhibition without further delay.

RECOMMENDATION

That:

(a) Council exhibit the draft Sealing of Car Park and Manoeuvring Areas Policy for 28 days.

(b) If there are no submissions received objecting to the Policy and no other significant changes required, the Policy be adopted by Council as exhibited.

(c) If there are submissions objecting to the Policy or significant changes required, a further report be presented to Council.

BACKGROUND

Council's Business, Development and Major Projects Committee received a report at their last meeting on 26 May 2014 that contained a new draft Policy for Sealing of Car Park and Manoeuvring Areas. The Committee was in support of the new Policy and recommended it be exhibited. In summary, it allows some options to be considered that are not as onerous on developers as the current requirements.

The Committee was also concerned that some other changes to Council's Engineering Guidelines had not been drafted and, in their recommendation to Council, proposed that these be exhibited at the same time as the new Policy. This recommendation was subsequently adopted by Council on 10 June in adopting the Minutes of the Committee meeting.

However, there might be developments waiting to take advantage of the new policy and it would be frustrating to have these delayed while some other policy changes are prepared. Whilst the other changes to the Engineering Guidelines are important and should be progressed, the Sealing of Car Park and Manoeuvring Areas Policy is unrelated and there seems to be no particular reason to delay its exhibition.

A copy of the report to Committee and the draft Policy is attached.

OPTIONS

Put the draft Policy on exhibition now, or wait until the other amendments to the Engineering Guidelines are prepared.

STATUTORY IMPLICATIONS

a) Policy Implications

This is a new Policy.

b) Financial Implications

Not Applicable

c) Legal/Statutory Implications

Not Applicable

CONSULTATION

SMT
Business, Development and Major Projects Committee

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Not Applicable

ATTACHMENTS

(a) Report presented to the Business Development and Major Projects Management Committee 19 May 2014 and Sealing of Parking and Manoeuvring Areas Draft Policy

GRIFFITH CITY COUNCIL **REPORT**

CL09

**SUBJECT: PROPOSED SEALING OF PARKING AND MANOEUVRING AREAS
POLICY**

FROM: Kelly McNicol, Coordinator Landuse, Planning & Compliance

SUMMARY

Griffith City Council Sustainable Development Staff have prepared a draft version of the "Sealing of Parking and Manoeuvring Areas" policy and would like initial comments from the Business and Development and Major Projects Committee in conjunction with further internal review and prior to public exhibition of a final draft.

RECOMMENDATION

That the report be noted and that members of the Committee provide comments on the proposed draft Policy "Sealing of Parking and Manoeuvring Areas".

BACKGROUND

Griffith Local Environmental Plan 2014 was gazetted by the Minister of Planning and Infrastructure on 22 March 2014. Council's Planning staff are presently preparing a comprehensive Development Control Plan (DCP) for the entire Griffith LGA which is a requirement following the gazettal of a Local Environmental Plan. As the entire DCP must be exhibited and approved for staff to consider its policies/standards in the assessment of development applications, Council staff have prepared a policy ahead of the comprehensive DCP regarding the sealing of parking and manoeuvring areas.

The general purposes of the policy are as follows:

- To permit alternatives to sealing of parking and manoeuvring areas when appropriate;
- To provide staff with guidance to determine an appropriate construction material for parking manoeuvring areas as part of the section 79C assessment of a development application; and
- To be up-front with applicants as to what Council officers will consider when determining an appropriate surface treatment for the parking and manoeuvring areas of a proposed development.

Council staff researched the policies and DCP's of several other Council's and also the development standards used in other Countries to prepare the policy. It should be noted that Council Staff could not find any similar policies in New South Wales specific only to sealing. Whilst there are sections of some Parking DCP's relating to sealing, none go into the detail contained in this policy.

The policy only relates to non-residential development (Industrial, Commercial, Tourist and Visitor and Rural). The sealing of access ways and driveways relating to residential development will be covered in the comprehensive Development Control Plan.

The policy has also been sent for referral to internal divisions of Council and the RMS for review. Council staff would like to receive comments from all parties prior to placing the policy on public exhibition and reporting it to Council. Comments will be accepted up until 29 May 2014. It would be appreciated that the draft policy be kept as an internal working document in this draft form prior to Staff reporting it to Council, as it is possible a number of changes may be required before exhibition.

ATTACHMENTS

- (a) Draft Sealing of Parking and Manoeuvring Areas Policy

Sealing of Parking and Manoeuvring Areas



Previous Policy Number: N/A

Original Adoption Date: TBD

Policy Revision Date: N/A

Policy Revision No: 0

Responsible Area: Sustainable Development

Policy Objective:

The objectives of the policy are to:

- Establish guidelines for the surface materials to be used in sealing carpark, manoeuvring areas, general use areas and areas forward of the building line for commercial, industrial and rural based uses.
- Complement Council's Development Control Plans and Council's *Engineering Guidelines: Subdivision and Development Standards (2008)*.
- To recognise the need for different standards to be applied to rural based development and urban based development.
- Outline the opportunities and limitations for variations to car parking, access and manoeuvring requirements.
- Providing alternatives to sealed surfaces for new developments and providing Council Assessment Officers with factors to consider while assessing alternatives to sealed surfaces.
- To ensure developments provide an acceptable standard of surface treatment which is safe and practical for the operation of the site and which does not impact on the amenity of the locality or Council's infrastructure.
- To ensure that the quality and standard of developments are kept to a level that is representative of a regional City.
- Where practical support the retention of permeable surfaces for areas not utilised for vehicular movement to reduce surface run-off.

LAND TO WHICH THIS POLICY APPLIES

This policy applies to all land within the Griffith City Council local government area.

Application of Policy

This policy shall apply to all new development applications for commercial, industrial and rural based developments which require consent from Council from the date of its adoption. This policy shall not be considered in its draft form prior to its adoption.

Policy Statement:

1. General
 - a. This policy shall be considered in the assessment of development applications as required by Section 79C(1)(e) of the *Environmental Planning and Assessment Act, 1979*.
 - b. This policy is limited to surface treatments for non-residential development and shall be read in conjunction with Council's

Development Control Plan No. 20 (2011) Off Street Parking and Council's *Engineering Guidelines: Subdivision and Development Standards (2008)* in the design of accessways, carpark areas, manoeuvring areas and general use areas. Should there be a discrepancy between this policy and any other Council Development Control Plan, Guideline or Policy, the provisions of this policy shall prevail.

2. Standards of Construction

- a. Attachment 'A' provides the **minimum** standard of construction for specific land uses within certain land use zones identified in the *Griffith Local Environmental Plan 2014*; and

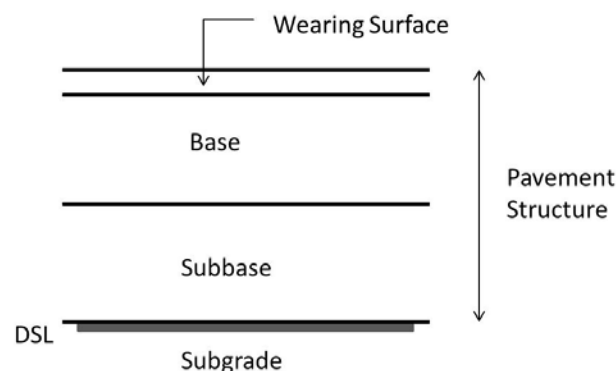
Note: For definitions of the land uses in Attachment 'A' please refer to the GLEP 2014. Not all land uses defined in the GLEP 2014 have been included in the table

- b. The standard of construction for each land use and site area is considered a minimum. Council staff will consider those matters provided for in section 4, as well as other factors as required during the assessment of the application to determine the appropriate standard of construction.

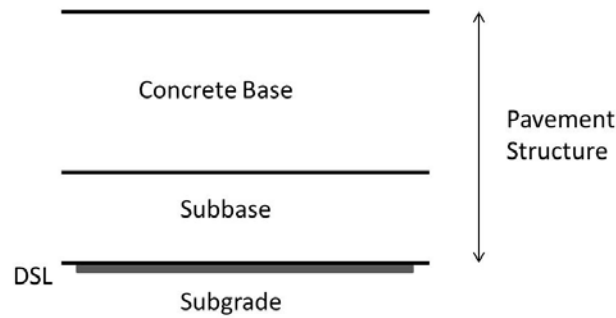
3. Construction Materials

The following surface treatment information was extracted from *Austroads 2007: Guide to Pavement Technology*.

- a. Gravel
 - An unsealed surface comprising of coarse unbound granular materials.
- b. Compacted Road Building Gravel
 - An unsealed surface comprising of fine unbound granular materials.
- c. Bitumen
 - A flexible (sealed) pavement structure including a sub-base, base and wearing surface.



- d. Concrete
 - A rigid (sealed) pavement structure including a sub-base and a high tensile strength material surface (concrete).



Note: Other types of sealed construction materials may be used including pavers and asphaltic concrete at the discretion of Council

4. Matters for consideration

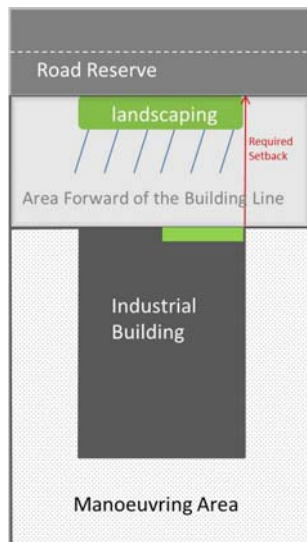
- a. The onus is placed on the applicant to rationalise if the minimum surface type provided in Attachment 'A' is appropriate for the proposed development while still achieving the objectives of the policy.
 - i. Should the proposed use not be contained within Attachment 'A', the onus is placed on the applicant to provide a rationale for the use of an unsealed surface and corresponding construction materials.
- b. In considering the suitable surface type for each land use and corresponding site area, Council shall take into consideration the following:
 - i. The presence of sensitive receptors in the immediate vicinity which may be affected from an unsealed surface;
 - ii. If the proposed surface is suitable for parking and safe access for people with disabilities;
 - iii. The appearance and amenity of the locality in general;
 - iv. If the application involves an extension of an existing development – the current state of the sites surface treatments (potholing, water pooling, general state of repair etc.) and its performance (dust, water flows etc.);
 - v. The volume and type of heavy vehicle movements required by the land use;
 - vi. The standard of the road to which access to the development is proposed;
 - vii. The needs of emergency service vehicles;
 - viii. The number of car parking spaces required and requirements to delineate and design car parking areas in accordance with Development Control Plan No. 20 (2011);
 - ix. Expected longevity of the use; (eg. if the use will be in operation only for a short time or is seasonal in nature)
 - x. Turning movements of vehicles on site;
 - xi. Disposal of stormwater;
 - xii. Scale of development and potential economic hardship; and
 - Cost of sealing works in relation to the scale and cost of the development;
 - xiii. If the construction material will be appropriately secured and contained on-site to limit the potential washing/spilling of material onto the road reserve or an adjacent site; and

- xiv. The suitability of dust suppression methods (if proposed) to mitigate the impact of an unsealed surface on surrounding receptors (refer to section 6).
- 5. Exemptions
 - a. The following types of developments are exempt from the sealing requirements of Attachment 'A' of this policy.
 - i. Internal alterations to an existing premises.
 - ii. Extensions to existing development - should the proposal not require any increase in vehicular movements or parking requirements and the existing surface is determined to be appropriate for the existing development.
 - iii. Change of use of an existing premises - should the new use not require any increase in vehicular movements (type and number) or parking requirements and the existing surface is determined to be appropriate for the development.
 - iv. Subdivision (boundary adjustment etc.) of land not increasing the number of lots. However, the accessways shall be constructed as per section 7.
 - v. Temporary development or use of land limited to two years.
- 6. Dust Suppression
 - a. Dust suppression techniques can be proposed by an applicant as a means to limit the impact of an unsealed surface.
 - b. The onus is on the applicant to prove to Council that the proposed dust suppression method is sustainable and will mitigate any foreseen impacts.
 - c. A Dust Management Plan shall be submitted to Council with the development application detailing the proposed dust suppression methods.
 - d. Dust Suppression methods for un-sealed surfaces can include:
 - i. Watering surfaces during times of increased vehicle movements;
 - ii. Binding agents;
 - iii. Limiting work during extreme dry and windy conditions;
 - iv. Vegetative buffers;
 - v. Speed restrictions; and
 - vi. Others as proposed by Applicant
- 7. Accessways
 - a. Accessways between the road carriageway and property boundary shall be designed in accordance with Council's *Engineering Guidelines: Subdivision and Development Standards (2008)*.
 - i. Accessways with connection to a sealed road shall be constructed of bitumen as a minimum.
 - ii. Accessways with connection to an unsealed road shall be constructed of an all-weather gravel surface.
- 8. Trial Period
 - a. At the discretion of Council, a trial period can be placed on a proposed development permitting a non-sealed surface. The trial period allows for Council staff to determine if the proposed un-sealed surface is appropriate for the uses, number and type of vehicular movements.

9. Definitions

Accessway: The area of land within the road reserve between the edge of the built up road and the property boundary used for vehicular and pedestrian access to a site.

Forward of the building line: The area of a site which is located between the required setback and the property boundary with frontage to the primary access road used for the movement of vehicles (does not include landscaped areas). Refer to image below.



General Use Areas: The area of a site which has not been landscaped or is not used for the manoeuvring of vehicles. If permitted, this area is commonly used for outdoor storage purposes.

Manoeuvring Areas: The area of a site used for the manoeuvring of non-passenger vehicles.

Parking Areas: The area of a site used for the parking of passenger vehicles including all areas required for the manoeuvring of such vehicles.

Vegetative Buffers: A mature landscaped area which is designed to restrict the movement of dust across property boundaries.

Legislation

Griffith Local Environmental Plan 2014

Environmental Planning and Assessment Act 1979

Related Documents

Development Control Plan No. 20 (2011) Off Street Parking

Development Control Plan No. 3 – Industrial Development

Development Control Plan No. 1 – Non-Urban Development

Development Control Plan No. 19 – Mixed Use Development

Griffith City Council: *Engineering Guidelines: Subdivision and Development Standards* (2008)

ATTACHMENT 'A' – Minimum Sealing Standards of Construction:

Land Use	Forward of Building Line	Parking Areas	Manoeuvring Areas	General Use Areas
<i>Rural Zoned Lands (RU1, RU2, RU4, RU6)(excludes RU5)</i>				
Agriculture	Gravel	Gravel	Gravel	Gravel
Camping Grounds	Gravel	Gravel	Gravel	Gravel
Caravan Parks	Compacted Road Building Gravel	Compacted Road Building Gravel	Gravel	Gravel
Commercial Premises ¹	Compacted Road Building Gravel	Bitumen	Compacted Road Building Gravel	Gravel
Depot ²	Gravel	Gravel	Compacted Road Building Gravel	Gravel
Rural Industries	Compacted Road Building Gravel	Compacted Road Building Gravel	Compacted Road Building Gravel	Gravel
Rural Supplies	Gravel	Gravel	Compacted Road Building Gravel	Gravel
Storage Premises	Compacted Road Building Gravel	Compacted Road Building Gravel	Compacted Road Building Gravel	Gravel
Tourist and visitor accommodation	Compacted Road Building Gravel	Compacted Road Building Gravel	Compacted Road Building Gravel	Gravel
Warehousing	Compacted Road Building Gravel	Compacted Road Building Gravel	Compacted Road Building Gravel	Compacted Road Building Gravel
<i>Industrial Zoned Lands, Business Park and Transition (IN1, IN3, B7, RU6)</i>				
Building Supplies	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Commercial premises	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Depots ³	Bitumen	Bitumen	Bitumen	Compacted Road Building Gravel
Industrial Retail	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Industries	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Office Premises	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Restricted Premises	Bitumen	Bitumen	Bitumen	Bitumen
Service Stations	Bitumen	Bitumen	Bitumen	Bitumen
Storage Premises	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
Warehousing	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
<i>Village (RU5)</i>				
Non – Residential ⁴	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
<i>Business (B1, B2, B4, B6)(excludes B7)</i>				
All Uses	Bitumen	Bitumen	Compacted Road Building Gravel	Compacted Road Building Gravel
<i>Residential (R1)</i>				
Non-Residential ⁵	Bitumen	Bitumen	Bitumen	Compacted Road Building Gravel

¹ Includes such uses as: Animal boarding and training establishments, Bed and breakfast accommodation, Cellar door premises, Child Care Centres; Function centres, Garden centres; Hardware and building supplies; Plant nurseries; Restaurants or cafes and Veterinary hospitals.

² Includes: Depots, Transport depots, Truck depots and Freight transport facilities.

³ Includes: Depots, Transport depots, Truck depots and Freight transport facilities.

⁴ Includes all non-residential uses permitted within the RU5 Zone.

⁵ Includes all non-residential uses permitted within the R1 and R5 Zones.