



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 31 July 2019

at

2:03pm

at

Walcha Council Chambers

PRESENT: Cllr EH Noakes (Chairman) Mayor together with Councillors KW Ferrier, WJ Heazlett, JM Kealey, SJ Kermode, CM Lyon and RL Wellings.

IN ATTENDANCE: Mr JG O'Hara, General Manager, Mr DJM Reeves, Director – Engineering Services, and Mrs LJ Latham, Environmental Services Manager.

1. LEAVE OF ABSENCE:

1 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that the Leave of Absence received from Cllr Blomfield, being overseas, be **ACCEPTED** by Council.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 26 JUNE 2019:

2 **RESOLVED** on the Motion of Councillors Heazlett and Kealey that the Minutes of the Ordinary Meeting held on Wednesday, 26 June 2019, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Item 6.3 – Walcha Crown Land Management Plan

WO/2019/01134

Clr Kealey declared a pecuniary interest in this matter being the owner of a gravel pit.

Item 6.7 – Review of the Purchasing Policy

WO/2019/01775

Clr Kermode declared a pecuniary interest in this matter being a contractor of the Council.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

3 **RESOLVED** on the Motion of Councillors Heazlett and Kealey that the Senior Officers' Reports be **RECEIVED** for further consideration.

6.1 Walcha Draft Development Control Plan (DCP)

WO/2019/01691

4 **RESOLVED** on the Motion of Councillors Kealey and Lyon that Council **ADOPT** the Walcha Development Control Plan as amended.

6.2 Local Strategic Planning Statement

WINT/2019/04002

5 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council:

1. **ACCEPT** the Draft Walcha Local Strategic Planning Statement;
2. **SEND** to NSW Planning & Environment for concurrence;
3. **DELEGATE** the General Manager authority to make any minor amendments as requested by NSW Planning & Environment; and
4. **PLACE** the Draft Walcha Local Strategic Planning Statement on public exhibition after concurrence has been received from NSW Planning & Environment.

6.3 Crown Land Management Plan Preparation

WO/2019/01134

Clr Kealey left the Meeting and took no part in the debate.



- 6 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council:
1. Acknowledge that a Walcha Crown Land Management Plan is required to be prepared for Crown Land managed by Walcha Council as required by the *Crown Land Management Act 2016*.
 2. Request ministerial consent from NSW Department of Industry—Lands & Water to manage land known as:
 - a. Woolbrook Rubbish Tip - 104 Campfire Road, Woolbrook - Lot 238 DP 753846 being Reserve 82854
 - b. Walcha General Cemetery - 169-179 Darjeeling Road, Walcha - Lot 1 DP 1088076 and Lot 7042 DP 1122396 being Reserve 1018788, Lot 7027 DP 1075451 and Lot 1 DP 117825 being Reserve 1018768
 - c. Old Rubbish Depot - Oxley Highway, Walcha Road - Lot 132 DP 753846 and Lot 7300 DP 1136219 being Reserve 89912
 - d. Waste Transfer Station - 49 Aerodrome Road, Walcha - Lot 532 DP 756502 being Reserve 51457, Lot 7007 DP 1057278 being Reserve 63519 and Lot 7017 DP 1057279 being Reserve 70192.
 - e. Woolbrook Cemetery - 119 Campfire Road, Woolbrook - Lot 7011 DP 94017 being Reserve 1018428
 - f. Walcha Catholic Cemetery - 219E Oxley Drive, Walcha - Lot 7002 DP 94214 being Reserve 43749 and Lot 7004 DP 94215 being Reserve 63559
 - g. Nowendoc Waste Transfer Station - 47 Tops Road, Nowendoc – Lot 171 DP 753691 being Reserve 83987
 - h. Yarrowitch Showground - 92 Upper Yarrowitch River Road, Yarrowitch - Part Lot 125 DP 756475 being Reserve 94641
 - i. Nowendoc Cemetery - 7817 Thunderbolts Way, Nowendoc - Lot 7301 DP 1134898 being Reserve 1016508
 - j. Old Oxley RFS Shed - 6432 Brackendale Road, Nowendoc - Lot 157 DP 753691 being Reserve 95794

land as “operational” as per Section 3.22 of the *Crown Land Management Act 2016*.

- 3 Delegate the General Manager authority to:
- a) Assign the relevant categories to each parcel of Crown Land considered to have a classification of “community” land as per Section 3.23 of the *Crown Land Management Act 2016*,
 - b) Obtain native title manager advice as per the provisions of Part 8 of the *Crown Land Management Act 2016*, and
 - c) Consult the NSW Department of Industry—Lands & Water on the content of the draft Walcha Crown Land Management Plan for Council consideration prior to Public Exhibition.

Clr Kealey returned to the Meeting and was informed of the resolution.

6.4 Macdonald River Feasibility Study Finalisation WO/2019/01862

- 7 **RESOLVED** on the Motion of Councillors Kealey and Ferrier that Council **ADOPT** the Macdonald River Catchment Dam Feasibility Study Report as presented **FURTHER THAT** Council **ADOPT** Site 6 as the most favourable site to



pursue funding for the design and construction of Walcha's new off stream storage dam.

6.5 Request for Funding for Weekly Playgroup in Woolbrook

WO/2019/01760

It was **MOVED** Clr Kealey **Seconded** Clr Wellings that Council agree to fund the Playgroup at the Woolbrook Memorial Hall for 2019 – 2020 year and request a report from the Group prior to the consideration of the 2021 – 2022 budget detailing attendance.

An **Amendment** was **MOVED** Clr Lyon **Seconded** Clr Heazlett that Council agree to fund the Playground at the Woolbrook Hall for six months and request a report from the Group prior to further funding detailing the attendance.

The **Amendment** was put to the **VOTE** and **CARRIED**.

8 It then became the **Substantive Motion** and was put to the **VOTE** and **CARRIED**.

6.6 Playground Design Estimate

WO/2019/01856

9 **RESOLVED** on the Motion of Councillors Lyon and Wellings that Council engage a contractor to prepare a concept master plan for the Lions Park.

6.7 Review of Purchasing Policy

WO/2019/01775

Clr Kermode left the Meeting and took no part in the debate.

It was **MOVED** Clr Ferrier **Seconded** Kealey that Council ADOPT the Walcha Council Purchasing Policy as amended.

An **Amendment** was **MOVED** Clr Lyon that the formal request for quotation with the Amended Policy for Tender being \$200,000

QUOTES REQUIRED	PREVIOUS POLICY	AMENDED POLICY
No quote needed	<\$1,000	<\$2,000
One written quote	\$1,000 - \$5,000	\$2,000 - \$7,500
Three written quotes	\$5,000 - \$50,000	\$7,500 - \$75,000
Formal request for quotation (RFQ) or three documented written quotes	\$50,000 - \$150,000	\$75,000 - \$200,000
Tender in accordance with Local Government (General) Regulation (2005)	>\$150,000	>\$200,000

FURTHER THAT the Local Preference Premium from \$500 - \$50,000 be 3%:



QUOTES REQUIRED	PREVIOUS POLICY	AMENDED POLICY
5% advantage	0 - \$5,000	\$1,000 - \$7,500
3% advantage	\$5,001 - \$50,000	\$7,501 - \$75,000
No advantage	> \$50,000	> \$75,000

The Amendment **FAILED** to get a **Secunder** and **LAPSED**.

A **Subsequent Amendment** was **MOVED** Clr Lyon that the Amended Policy increase all the limits by 30%.

The Amendment **FAILED** to get a **Secunder** and **LAPSED**.

10 The **Original Motion** was put to the **Vote** and **CARRIED**.

ADMINISTRATION POLICIES

PURCHASING POLICY

INTRODUCTION:

Walcha Council regularly contracts for the purchase or supply of a wide range of goods and services, to pursue its commitment to efficiently deliver services to meet the needs of the community. Purchases can vary from year to year, but generally cover road making materials, trade supplies and services, parks requirements, plant and machinery, office supplies and professional services.

POLICY:

Council is committed to purchasing processes which ensure compliance with legal obligations provided for in the Local Government Act 1993 (the Act) and Local Government (General) Regulation 2005. Such processes will consider the Tendering Guidelines for NSW Local Government issued by the Office of Local Government (OLG) and comparable State and Federal Government policy frameworks and guideline documents.

Council decisions will be based on value for money in considering the life cycle of a product rather than lowest initial cost. Decisions will be made having regard to the need:

- ❖ *To conduct all tendering, procurement and business relationships with honesty, fairness and probity at all levels.*
- ❖ *To ensure that the process for awarding contracts is open, clear, fully documented and defensible.*
- ❖ *To ensure consistency not only in the conditions of tendering but in the evaluation and selection of tenderers.*
- ❖ *For Councillors or staff with an actual or perceived conflict of interest, to address that interest without delay in accordance with Council's Code of Conduct and the Model Code of Conduct for NSW Councils.*
- ❖ *To ensure that no potential tenderer is given advantage over others, nor is there any form of collusive practice.*
- ❖ *To ensure the identification and management of risks is built into Council's procurement processes.*



When purchasing goods and services Council will consider the impact on human health, wellbeing and the environment. Council have integrated sustainable procurement principles into Councils purchasing procedures.

All employees must adhere to Councils Policies and Procedures.

Local Preference Premium

Council is committed to supporting the local economy and enhancing the capability of local business and industry. Where possible Council will source goods, works and services locally, whilst maintaining a value for money approach at all times.

For the purchase of goods and services a price advantage will be given to Local Suppliers. Local Suppliers will be deemed to be those based in or operating predominately within the boundaries of Walcha Council Local Government Area. The price advantage will be nominally deducted from the local supplier price when evaluating the quotes. The price advantage will be calculated on the following sliding scale:

1,000-\$7,500	5%
\$7,501-\$75,000	2%
>\$75,000	no price advantage

Freight and establishment costs will be included in the comparison of quotes from suppliers.

Statutory Exemptions for contracts

The guidelines contained in this Purchasing procedure do not apply where the purchase is made for a contract that is listed under the following exemptions for tendering contained in Section 55 (3) of the NSW Local Government Act 1993 apply.

- a. subject to the regulations, a contract for the purchase of goods, materials or services specified by a person prescribed by the regulations made with another person so specified, during a period so specified and at a rate not exceeding the rate so specified;*
- b. a contract entered into by a council with the Crown (whether in right of the Commonwealth, New South Wales or any other State or a Territory), a Minister of the Crown or a statutory body representing the Crown;*
- c. a contract entered into by a council with another council;*
- d. a contract for the purchase or sale by a council of land;*
- e. a contract for the leasing or licensing of land by the council, other than the leasing or licensing of community land for a term exceeding 5 years to a body that is not a non-profit organisation (see section 46A [of the Act]);*
- f. a contract for purchase or sale by a council at public auction;*
- g. a contract for the purchase of goods, materials or services specified by the NSW Procurement Board or the Department of Administrative Services of the Commonwealth, made with a person so specified, during a period so specified and at a rate not exceeding the rate so specified;*
- h. a contract for the employment of a person as an employee of the council;*
- i. a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders;*
- j. contract for which, because of provisions made by or under another Act, a council is exempt from the requirement to invite a tender;*
- k. a contract made in a case of emergency;*
- l. a contract to enter into a public-private partnership;*
- m. if a council has entered into a public-private partnership—a contract entered into by the council for the purposes of carrying out a project under the public-private partnership (but only to the extent*



that the contract is part of the project that has been assessed or reviewed under Part 6 of Chapter 12 [of the Act]);

- n. a contract that is an environmental upgrade agreement (within the meaning of Part 2A [of the Act]);*
- o. a contract or arrangement between a council and the Electoral Commissioner for the Electoral Commissioner to administer the council's elections, council polls and constitutional referendums;*
- p. a contract made with a person or body approved as a disability employment organisation under the Public Works and Procurement Act 1912 for the purchase of goods or services in relation to which the person or body is so approved.*

PURCHASING PROCEDURE:

The following procedure shall be followed when purchasing goods and services:

- ❖ Where the value of the goods or service is below \$2,000, or in case of emergency, the Purchasing Officer may purchase goods from a supplier without the need for a quote;*
- ❖ Where the value of the goods or service is greater than \$2,000 and less than \$7,500, a minimum of one (1) written quote must be obtained for the supply of goods or services. The Quote is to be recorded in Council's electronic records management system;*
- ❖ Where the value of goods or services is greater than \$7,500 and less than \$75,000, a minimum of three (3) written quotes must be obtained for the supply of goods or services. Quotes to be recorded in Council's electronic records management system;*
- ❖ Where the value of the goods or services is greater than \$75,000 and less than \$250,000 a formal Request for Quotation (RFQ) or three documented written quotations are required. This formal expression of interest is to be provided to a select number of suppliers or be publicly advertised; and*
- ❖ Where the value of the goods or services is greater than \$250,000, all purchases must be made in accordance with the Local Government (General) Regulation (2005).*

It is important to note that the purchasing amount is the amount for the full engagement. For example if the engagement is for a resealing of 5 roads over two years then the purchasing amount is the total of the resealing works for the two years or period of engagement.

In the case of local plant hire engagements that require quotes (i.e. greater than \$2,000) it will be the responsibility of the Works Supervisors engaging the contractor to obtain quote/s and keep a record of these so that there is a documented record to prove the purchasing policy guidelines have been followed.

The General Manager, in special circumstances, may permit the purchasing officer to purchase goods and services outside this policy and the Council are to be informed of these instances. In this case the General Manager must provide the purchasing officer authority to depart from this policy in writing, stating the reasons for departing from the policy.

DELEGATIONS FOR PAYMENT:

Decision making on purchasing is delegated to the natural levels of job ownership in the organisation.

Delegation to this level recognises that people at a hands-on level are in the best position to determine operating needs. It also leads to increased awareness of the timing, delivery and pricing of goods and services received.

Purchasing delegations will be issued which support the responsibilities of the Delegate at the Business Program, Project, Portfolio of Job levels of the corporate scheme of program budgeting.



PRINCIPLES:

A delegate shall not authorise purchases if the matter involves expenditure of funds outside Council's adopted budget, where payment is for reimbursement of the delegate's own expenses, where authorisation might involve, or be seen to involve, a "conflict of interest", or in any way breaches the requirements of Council's Code of Conduct. The officer will use an official Council order for all purchases.

Before committing any expenditure, documentation must be reviewed to ensure that clerical detail is accurate; authorisation is in accordance with the delegated authority. Necessary supporting documentation is to be attached, ie. purchase order, work instruction containing estimates/quotes, invoice.

The General Manager shall be authorised to determine which staff members have authority to purchase goods and services and their dollar ceiling on purchase. These purchasing delegations are listed within the delegations register.

All delegations from the General Manager are to be in writing, and no Officer, can make a purchase without this written authority.

The placing of a dollar value ceiling on a delegation only applies to the situation where the delegate is making a decision to commit expenditure. It does not limit staff that administratively process a transaction, eg. Council resolves to donate \$5,000 as a Community Grant. The Administrative Officer asking for the cheque to be issued does not need \$5,000 delegation as the Officer is not committing the expenditure. A copy of the Council resolution is required to be attached to the cheque requisition is required.

The Accounts Payable Officer is to maintain a current list of all Purchase/Payment Delegations to ensure that all creditor payments have been made in accordance with delegations.



Clr Kermode returned to the Meeting and was informed of the resolution.

6.8 Review of Ward Boundaries

WO/2019/01763

11 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that it be **NOTED** that Council has reviewed the Ward Boundaries in accordance with the provisions of Section 211 of the *Local Government Act, 1993*, and that it proposes no changes to the Ward Boundaries at this time however, in accordance with the provisions of Section 211 the Ward Boundaries be reviewed again during the first year of the next term of office with a view to rectifying the 10.28% imbalance if that imbalance still exists.

6.9 Entering & Sealing of Rate Book 2018 – 2019 Year

WO/2019/01677

12 **RESOLVED** on the Motion of Councillors Kermode and Kealey that the Common Seal be affixed to the 2018 – 2019 Rate Book Reconciliation and be attested to by the Mayor and the General Manager.



6.10 Initial Reconciliation of Valuations to Rates Levied 2019 – 2020

WO/2019/01677

13 **RESOLVED** on the Motion of Councillors Kermode and Kealey that the Common Seal be affixed to the Initial Reconciliation of valuations to rates levied as at the 1 July 2019 and be attested to by the Mayor and the General Manager.

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

A Matter of Urgency was raised by Cllr Wellings Seconded Cllr Lyon being the removal of the sculpture adjacent to the Middle Street Bridge.

14 This matter was put to the **VOTE** and **CARRIED**.
It was also ruled as a Matter of Urgency by the Chairperson.

15 **RESOLVED** on the Motion of Councillors Wellings and Lyon that Council remove the sculpture "Mother" adjacent to the Middle Street Bridge from the Open Air Gallery prior to the renaming of the Bridge to the Shirley Davison Bridge and the piece to be replaced by a piece of aboriginal art to be approved by Council.

9. MANAGEMENT REVIEW REPORTS

WO/2019/01752

16 **RESOLVED** on the Motion of Councillors Heazlett and Kealey that items included in the Management Review Report, numbered 9.1 to 9.16 inclusive, be **NOTED** by Council.

10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Town & District Beautification & Tidy Towns Committee Meeting held on Wednesday, 19 July 2019 at the Walcha Council Chambers, 2W Hamilton Street, Walcha

WO/2019/01854

17 **RESOLVED** on the Motion of Councillors Lyon and Wellings that Council fund Hospital Wall Project State 2 to the value of \$12,500 from Working Funds in the 2019-2020 financial year.

10.2 Minutes of the Walcha Council Youth Advisory Committee Meeting held on Thursday, 20 June 2019 at St Patrick's Primary School Library, South Street, Walcha.

WINT/2019/03828

Afternoon Tea:

Council adjourned for afternoon tea at 3:35pm and returned to the Meeting at 3:55pm.



10.3 Minutes of the Walcha Preschool Advisory Committee Meeting held on Tuesday, 25 June 2019 at the Walcha Preschool, Derby Street Walcha.

WO/2019/01573

18 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council **ADOPT** the following policies as presented:

- Supervision of Children Policy
- Dealing with Complaints Policy
- Family Communication & Involvement Policy
- Collection of Children from Premises.
- Outdoor Safety Policy.
- Indoor Safety Policy.
- Child Health Policy.
- Contact between Children and Animals Policy.
- Dental Accidents Policy.
- Sleep and Rest Policy.
- Behaviour Guidance Policy.
- Orientation for Children Policy.

11. DELEGATE REPORTS

11.1 Minutes of the Namoi Unlimited Board Meeting held on Tuesday, 2 July 2019 at the Liverpool Plains Shire Council Chambers. **WI/2019/08841**

12. COMMITTEE OF THE WHOLE

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:00PM.



WALCHA DEVELOPMENT CONTROL PLAN 2019



Adopted 31 July 2019 – Resolution No.: 4/20192020

Ref: WINT/2019/04684



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DEFINITIONS

This DCP adopts the terms and definitions of Walcha Council LEP 2012. (WLEP). **Additional terms** used throughout this DCP are defined below.

1% AEP Flood - the flood with a chance of occurrence of one in one hundred in any one year. *Note: This is the preferred description to the 1:100 year ARI event.*

adjoining land - land which abuts an application site or is separated from it only by a roadway, pathway, driveway or similar thoroughfare.

Advertiser - in relation to an advertisement or an advertising structure, means

- the person who caused the advertisement to be displayed or the advertising structure to be erected or
- the owner of the building or land, or the occupier of land, on which the advertisement is displayed or the advertising structure is erected.

AHD - Australian Height Datum.

ancillary development - development on land for a purpose that is ancillary or incidental to a use under the WLEP 2012.

application site - the parcel of land to which a Development Application relates and includes all lands required for the carrying out of the application proposal.

Area - of an advertisement in the form of a sign means the area within the outline of that sign or, where one side is larger than the other, the area within the outline of the larger side; or for any other sign (e.g multi-sides signs), one third of the total surface area of the sign.

asset protection zone (APZ) - is a buffer zone between a bush fire hazard and buildings, which is managed progressively to minimise fuel loads and reduce potential radiant heat levels, flame, ember and smoke attack.

Code SEPP - State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

contaminated land - land in, on or under which any substance is present at a concentration above the concentration at which the substance is normally present in, on or under (respectively) land in the same locality, being a presence that presents a risk of harm to human health or any other aspect of the environment.

clearing (native vegetation)

Clearing is defined as cutting down, felling, thinning, logging, removing, killing, destroying, poisoning, ringbarking, uprooting or burning native vegetation. Clearing therefore includes:

- any type of ploughing that kills native groundcover
- the under-scrubbing of native forests
- herbicide spray drift that kills or destroys native vegetation, or
- thinning of native woodlands.

This includes clearing of individual plants and applies to all layers of vegetation from groundcover to canopy trees. Activities such as pruning, lopping or slashing of native groundcover, that do not kill the native vegetation, are not considered clearing. Burning that does not kill native vegetation or substantially reduce the composition and proportion of native species may not be considered as clearing, check with the Local Land Service (LLS). Because the definition of native vegetation does not include dead vegetation, the removal of dead timber is not considered clearing.

detached studio means a habitable building that is used for purposes ancillary to a dwelling house such as a home office, entertainment area, art studio or guest room and:

a) is established in conjunction with a dwelling house, and



- b) *is on the same lot of land as the dwelling house, and*
- c) *is separate from the dwelling house, and*
- d) *is not used as a separate dwelling house, and*
- e) *does not contain any cooking facilities.*

directional sign - a sign erected for purposes of directing vehicular or pedestrian traffic, advising or restricting the public.

EP&A Act - the *Environmental Planning and Assessment Act 1979* (as amended).

flood investigation report - a report prepared by an appropriately qualified and experienced professional that reviews the history of flooding in an area, where modelling is not available. The review would draw upon historical information, including from landowners, physical evidence in the locality of any historical events, extrapolation (suitably qualified) from known information or events, and any other such information as might be considered by the professional to be relevant in estimating the flood height of the site.

flood liable land - is synonymous with flood prone land, i.e. land susceptible to flooding by the *probable maximum flood* event. Flood liable land refers to the whole floodplain, and not just that part below the *flood planning level*.

flood planning area - is the area of land below the flood planning level and thus subject to flood related development controls.

flood planning level (FPL) - the level of a 1% AEP flood event plus 0.5 metres freeboard.

floodplain risk management plan - a plan adopted pursuant to the principles of the Floodplain Development Manual.

floodplain development manual - the NSW Government Floodplain Development Manual the management of flood liable land dated April 2005 as Gazetted by the NSW Government on 6 May 2005, or any Gazetted update of this.

flood prone land - (see flood liable land).

flood storage area - (flood impact category) a planning control for the purpose of limiting development that would displace floodwater. Ultimately, flood storage areas are defined by mapping and are limiting on development, but not to the extent where development would be totally prohibited.

floodway - (flood impact category) a planning control for the purpose of excluding buildings, earth embankments and other forms of development from an area of land where significant volume of water flows during floods. Ultimately, floodways are defined by mapping and are restrictive on development, however floodways can be moved, realigned or altered depending on the merits of the case, as agreed by Council.

front building line - a line drawn parallel with the primary street frontage at the point of a building closest to the street. This line is expected to be no closer to the street frontage than specified for the primary street frontage setback.

WLEP - means the Walcha Council Local Environmental Plan 2012.

habitable room - refers to any room or area used for normal domestic activities, including living, dining, family, lounge, bedrooms, kitchen etc, but excludes service and amenity areas such as ensuite, bathroom, storerooms, laundry and garages.

hazardous material - anything that, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to life, property or the environment.

integrated development - is development (not being Exempt or Complying) that, in order for it to be carried out, requires development consent and one or more approvals set out in Clause 91 of the *Environmental Planning and Assessment Act 1979* (as amended).

land - includes any building or part building erected on the land.



landscaped area - refers to any part of the site, at ground level, that is permeable and consists of soft landscaping, turf or planted areas, rockeries and pebbled areas, for the purpose of reducing stormwater run-off. It excludes driveways, parking areas, drying yards or other service areas, undercrofts, roofed areas (excluding eaves <450mm wide), outdoor rooms, balconies, terraces, decks and verandahs.

Native vegetation - means any of the following types of indigenous vegetation:

- trees (including any sapling or shrub, or any scrub),
- understorey plants,
- groundcover (being any type of herbaceous vegetation),
- plants occurring in a wetland.

Vegetation is indigenous if it is of a species of vegetation, or if it comprises species of vegetation, that existed before European settlement.

Native vegetation does not include any mangroves, seagrasses or any other type of marine vegetation to which section 205 of the *Fisheries Management Act 1994* applies.

A **natural water system** is a naturally occurring watercourse, waterway, lake, wetland, lagoon, estuary and/or other water body.

neighbouring land - means any land, other than adjoining land, which is near to a development site (and may include land in a neighbouring local Council area).

notification plan - the plan showing a site plan, height and external elevations of buildings, which accompanies a Development Application.

owner -

- every person who jointly or severally, whether at law or in equity, is entitled to the land for any estate of freehold in possession
- in the case of land that is the subject of a strata scheme under the *Strata Titles Act 1973*, or a leasehold strata scheme under the *Strata Titles (Leasehold) Act 1986*, the Owners' Corporation
- in the case of land that is community, precinct or neighbourhood parcel within the meaning of the *Community Land Development Act 1989*, the Association for the parcel

probable maximum flood (PMF) - the largest possible flood that could conceivably occur.

private open space - refers to the areas external to a building, located behind the front facade, that serve as an extension of the home and are used for private dining, entertaining and recreational purposes and includes terraces, balconies, alfresco areas etc.

Regionally significant development (regional development) includes:

- General development over \$30 million
- Council related development over \$5 million
- Crown development over \$5 million
- Eco-tourist facilities over \$5 million
- Particular designated development (certain extractive industries and waste management facilities)

remnant native vegetation is any native vegetation other than regrowth. Regrowth means any native vegetation that has regrown since the earlier than 1 January 1990 in the case of other land, or the date specified in a PVP (in exceptional circumstances being a date based on existing rotational farming practices).

residential development - dwellings, residential flat buildings, motels, boarding houses, hostels, caravan parks, units for the aged and any place where persons would ordinarily be expected to reside and sleep.

Statement of Environmental Effects (SEE) is the record of the environmental assessment, which necessitates a process of identifying and discussing the planning and environmental information relevant to the site or proposal.



CHAPTER 1 - GENERAL PROVISIONS

This plan is known as the Walcha Council Development Control Plan (DCP) 2019. It applies to the Walcha Council Local Government Area (LGA).

Date adopted by Council

31 July 2019

Amendments

Date and description of amendments:

AMENDMENT DATE	CHAPTER	DESCRIPTION

Disclaimer

The hyperlinks to various State or Federal Government legislation have been included in this Development Control Plan in good faith and were current at the time that this document was prepared.

Applicants, landowners and any person(s) using the hyperlinks should ensure that the relevant legislation or policy is the most up-to-date version. This information may be obtained from the relevant government authority administering the legislation.

The purpose of this Plan is to provide guidelines, objectives and controls for people who wish to carry out development in the Walcha Council LGA.

The DCP should be read in conjunction with the Walcha Council Local Environmental Plan 2012 and any relevant State and Regional Environmental Planning policies, bearing in mind that a proposal may be affected by more than one chapter of the DCP.

Prospective applicants are encouraged to discuss their development proposals at an early stage via Council's pre-lodgement advice service with relevant staff to ensure compliance with the requirements of the DCP.

1.1 Amendment of the plan

The plan may be amended in accordance with the provisions of the Regulations under the *Environmental Planning and Assessment Act 1979*.

1.2 Interpretation of Legislative References

Various references are made to legislation in this DCP. Legislation may include Acts, Regulations and Environmental Planning Instruments. Where such legislation changes during the currency of this DCP, reference in the DCP to the legislation should be taken as a reference to the most recent version of that legislation or as a reference to legislation that has replaced the referenced legislation. 'Hyperlinks' embedded into the digital version of the DCP will direct the reader to the relevant legislation. Alternatively, current NSW legislation can be found at www.legislation.nsw.gov.au.

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.....General ManagerMayor



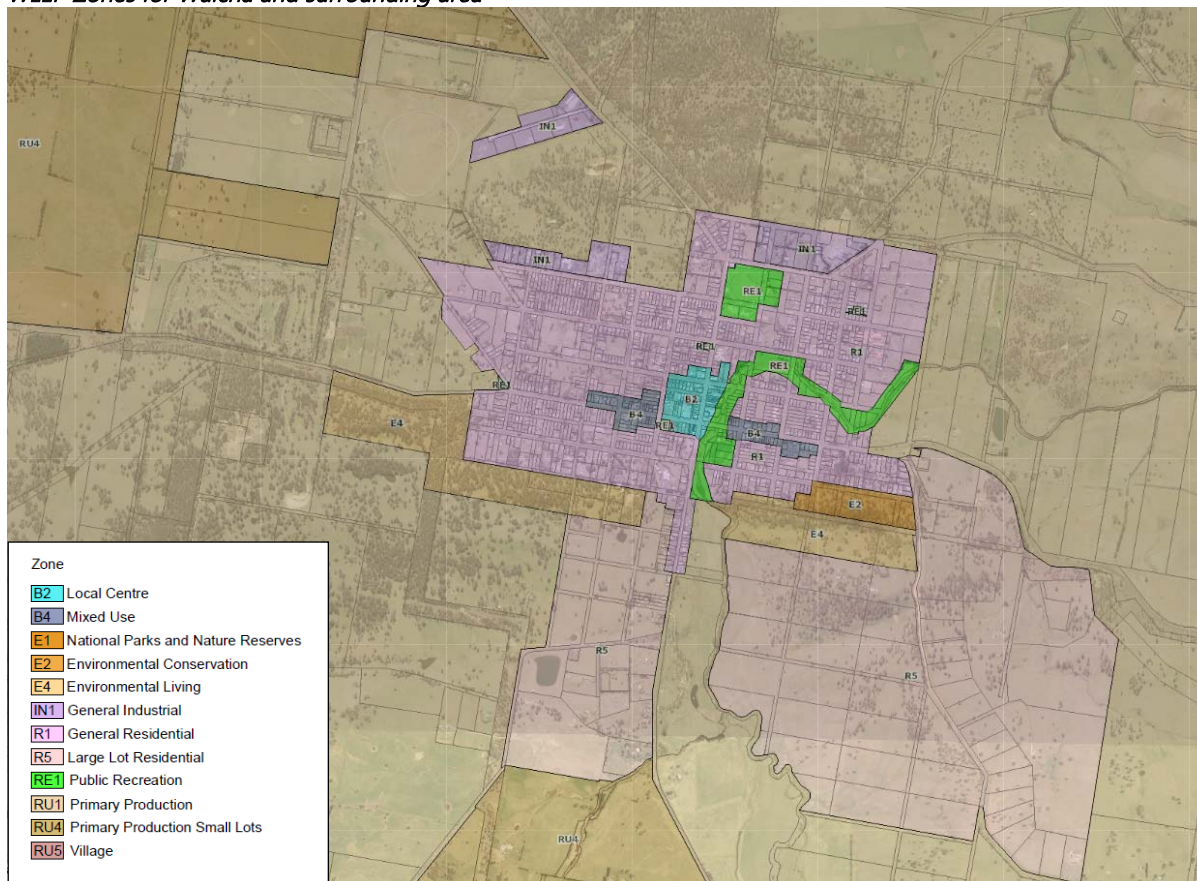
1.3 Repeal of the plan

The plan may be repealed under the provisions of the *Environmental Planning & Assessment Regulation* 2000.

1.4 Relevant Local Environmental Plan

The plan relates to Walcha Council Local Environmental Plan 2012 (WLEP), as amended. In the event of any conflict between this DCP and that Plan, WLEP takes precedence.

WLEP Zones for Walcha and surrounding area



Source: NSW Planning & Environment

1.5 Planning Pathways

There are three distinct planning pathways that most developments will need to follow. These are outlined below.

Exempt Development

Under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* (the Codes SEPP), development of a minor nature can be undertaken without the need for formal approval to be obtained. If undertaking such work without approval, the onus is on the developer to ensure that the works are in fact exempt from approval. This can be done through direct reference to the Codes SEPP, or by contacting Council's planning staff.



Complying Development

Under the Codes SEPP, a range of specified development can be undertaken via a simplified approvals process called Complying Development. Various conditions must be met for the development to be undertaken as Complying Development including meeting the requirements of the Building Code of Australia. Further details about development that is classified as Complying Development can be found in the Codes SEPP at the NSW Legislation website.

Council planning staff members are also available to advise whether a proposed development can be undertaken as Complying Development and what documentation and other requirements are needed.

Local Development Application

Development that requires approval by Council is known as 'local development'. This DCP provides additional information about design and planning considerations that must be taken into account as part of the assessment of a DA. Applicants should refer to the relevant chapters of the DCP in order to check the matters they will need to attend to prior to lodgement of a DA.

1.6 State Environmental Planning Policies (SEPPs)

SEPPs apply to certain development that involves matters or issues of relevance to the State. The full list of SEPPs is found at the NSW Planning and Environment website.

1.7 National Construction Code (NCC)

The NCC (formerly the Building Code of Australia) applies for all building construction works. Irrespective of any other control in this document, the requirements of the NCC will take precedence.

1.8 Dial Before You Dig

Dial Before You Dig is a free national referral service designed to assist in preventing damage and disruption to Australia's vast infrastructure networks which provide essential services we use every day. Underground pipes and cables carry vital services such as water, electricity, communications and gas - damaging them can cause widespread disruption and in some cases isolate entire communities from these essential basic services. There is also the risk of personal injury and incurring significant financial penalties if you damage underground infrastructure. If you wish to enquire on underground assets, please use the following link: [Dial Before You Dig](#).

1.9 Planting of Vegetation

As a general rule, any vegetation that is planted as part of a development proposal should be located so as to avoid present or future interference with infrastructure including roads, buildings, water and sewer lines or service easements. This will require consideration of the type of the vegetation and its root system.

1.10 Natural Water Systems

Natural water systems should be maintained in a natural state including maintaining riparian vegetation and habitat such as fallen debris. Unless extraordinary circumstances exist, filling, redirecting, piping, capping or otherwise modifying natural water systems will not be permitted.

1.11 Variations

Council may consider variations to the standards required of development in this DCP. Variations will be considered where development meets the aims and objectives of a particular control in an alternative way and results in a better environmental outcome. Request for variations to DCP controls must be received in writing with details of the reasons and justification for the variation provided. Development



that relies on multiple non-compliances and/or significant departures from the DCP controls may require determination by the full Council.

CHAPTER 2 - NOTIFICATION PROCEDURES

2.1 Purpose

This Chapter of the DCP outlines Council's policy for community notification in the assessment of development applications and the formulation of development guidelines and policies. The Chapter also outlines the necessary procedures involved in carrying out such notification.

2.2 Aims and Objectives

- Clearly state Council's requirements for the notification of development applications and formulation of guidelines and policy.
- Provide for public participation in the DA process for certain development proposals.
- Allow for a reasonable time for inspection and making submissions on applications while recognising the obligations of the Council to determine applications within prescribed periods.
- Provide a direct avenue of access to the application process by affected residents and owners who wish to express their concerns about proposals to Council staff, Councillors or the relevant Council Committee.
- Explain matters for which the Council will have regard when forming its opinion as to whether or not the enjoyment of adjoining land may be detrimentally affected by a proposed development.
- Specify the circumstances when notification is not required.
- Detail the form that notification will take and an applicant's responsibility to provide a notification plan.

2.3 Notification Procedures and Guidelines for Applications

This section provides detailed guidelines on procedural processes that must be followed when notifying the community of applications. This plan provides for two levels of public consultation that an application may be subject to. These are **notification** and **advertising**.

Notification of Applications

Adjoining landowners will be given notice of an application if, in the opinion of Council, land adjoining the development may be detrimentally affected by a development proposal. The following issues will be considered in the assessment and determination of a development:

- Views to from the land
- Overshadowing
- Privacy and amenity
- Noise, odour, dust, light spill or other polluting emissions
- Proposed hours of use for the development
- The scale or bulk of the proposed development
- The positioning of the development in relation to site boundaries.
- Notification shall be undertaken in accordance with Table 2.1.



N = Neighbour notification
A = Advertising
O = Permitted without consent¹

Table 2.1 Notification Matrix

	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Agricultural produce industry > \$1.0mill</i>	N	A N	A N						A N						
<i>Airstrip</i>	O	A N													
<i>Amusement centre</i>			N A			N	N								
<i>Animal boarding or training establishment</i>	N								N						
<i>Backpackers accommodation</i>	N	N	N			N	N							N	
<i>Brothel (sex services premises)</i>							N A		N A						

¹ Note that the DCP does not apply to development permitted without consent.



	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Bulky goods premises</i>						N A	N A								
<i>Camping grounds</i>	N		N								N				
<i>Caravan park</i>			N A	N A		N A					N A				
<i>Cellar door premises</i>	N	N	N		N	N	N							N	
<i>Cemetery</i>	N		N										N		
<i>Child care centre</i>			N	N	N	N								N	
<i>Community facility</i>	N		N	N	N	N	N		N		N	N	N	N	N
<i>Correctional centre</i>	N A	N A					N A								
<i>Crematorium</i>	N A	N A	N A		N A										
<i>Depot</i>	N	N	N		N				N						
<i>Dwelling</i>				N	N	N	N								
<i>Eco-tourist facilities</i>	N A	N A	N A										N A	N A	



	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Entertainment facility</i>			N A			N	N				N			N	
<i>Extractive industry</i>	N	N A													
<i>Forestry</i>	O	O													
<i>Function centre</i>	N A	N A	N A			N A	N A								
<i>Funeral home</i>	N A	N A	N A		N A	N	N								
<i>Hazardous industry</i>	N A								N A	N A					
<i>Helipad</i>	O		N		N				N						
<i>Home business</i>				N		N	N								
<i>Hotel or motel accommodation</i>			N	N		N	N								
<i>Information or education facility</i>	N	N	N	N	N	N	N				N		N	N	N



	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Intensive livestock agriculture (feedlot/dairy(restricted))</i>	N A														
<i>Livestock processing industry</i>	N A								N A						
<i>Mortuary</i>	N	N	N		N	N	N		N						
<i>Multi dwelling housing</i>			N	N	N		N								
<i>Neighbourhood shop</i>			N	N	N	N	N		N	N				N	
<i>Passenger transport facility</i>			N A			N	N				N				
<i>Place of public worship</i>	N	N	N	N	N	N	N								
<i>Pubs</i>		N A	N A			N A	N A								
<i>Recreation areas</i>	N	N	N			N	N				N		N	N	
<i>Recreation facility (indoor)</i>			N	N		N	N		N		N				



	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Recreation facility (major)</i>											N				
<i>Recreation facility (outdoor)</i>	N	N	N		N						N				
<i>Registered club</i>			N A			N	N								
<i>Residential flat building</i>			N	N		N	N								
<i>Restaurants or cafes</i>	N	N	N			N	N								
<i>Restricted premises</i>						N A	N A		N A						
<i>Secondary dwellings</i>			N	N			N								
<i>Seniors housing</i>			N	N			N		N					N	
<i>Serviced apartments (Airbnb)</i>			N	N		N	N								
<i>Service station</i>	N	N	N		N A	N	N		N						
<i>Shed greater 4.8 in height</i>			N	N	N	N	N						N	N	

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.....General ManagerMayor



	<i>ZONING – WALCHA LOCAL ENVIRONMENTAL PLAN 2012</i>														
<i>LAND USE</i>	<i>RU1</i>	<i>RU4</i>	<i>RU5</i>	<i>R1</i>	<i>R5</i>	<i>B2</i>	<i>B4</i>		<i>IN1</i>	<i>SP1</i>	<i>RE1</i>	<i>SP2</i>	<i>E2</i>	<i>E4</i>	
<i>Take-away food and drink premises</i>			N			N	N		N						
<i>Vehicle repair station</i>			N			N	N		N						
<i>Veterinary hospitals</i>	N	N	N A		N	N	N		N						
<i>Windfarm</i>	N A	N A													N A



Upon lodgement of an Application, Council will assess who may be detrimentally affected in terms of the matters to be considered.

Note: Council may also broaden the extent of notification following any inspection of the development site, or increase the length of notification.

Persons to be Notified

Written notice of a Development Application will be sent to those persons who appear to the Council to own or occupy adjoining land within 20 metres of the development land boundary or impacted land if, in the Council's opinion, the enjoyment of the land may be detrimentally affected by the development proposal.

Other Referrals

Certain Development Applications require notification and/or referral to other government authorities. Notice will also be given to the adjoining Councils listed below, if the proposed development is located in proximity to the LGA boundaries of:

- Uralla Shire Council
- Armidale Regional Council
- Tamworth Regional Council
- Kempsey Shire Council
- Port Macquarie Hastings Council
- Mid-Coast Council
- Upper Hunter Council

Integrated Development is development that requires consent or a permit from another Government agency. Council must refer Integrated Development to the relevant agency and include their General Terms of Approval in the development consent.

2.4 Notification of Amendments prior to determination

Amendments prior to Determination

An applicant may make amendments to an application at any time before its determination, subject to Council's acceptance of those amendments. In these circumstances, Council will re-notify:

- Those persons who made submissions on the original application; and
- Any persons who own adjoining or neighbouring land (including those persons who were previously notified of the application) who may in Council's opinion potentially be detrimentally affected by the proposal as amended.

Note: If re-notification is required, further sets of plans for this purpose must be provided by the applicant.

Modification of an Approval (after Determination) under Section 4.55:

An applicant may lodge an application to modify an approval (under Section 4.55 of the *EP&A Act*) if Council is satisfied that the development, as proposed to be modified, remains substantially the same development as that originally approved. Council will re-notify persons who made a submission to the original application and any persons who own adjoining or neighbouring land only where, in Council's opinion, those persons could be detrimentally affected by the proposal as amended. Submissions received in relation to the modified proposal will be considered in Council's assessment of the application.



Notification Period: A person may inspect a plan and make a submission within the (minimum) 14 day notification period.

Note: For "advertised" and "designated development" the length of the notification period varies and will be in accordance with the advertising requirements of the Environmental Planning and Assessment Regulations (2000), unless a longer period is determined by Council.

Form of Submissions from Persons Notified & the General Public

Submissions made in respect of applications must be in writing and addressed to the General Manager. Submissions must clearly indicate the name and address of the person making the submission and details of the proposal to which the submission relates. Should an objection be part of the submission, the reasons for the objection are to be provided. All submissions are to be accompanied by a form declaring any donations or gifts to an elected member of Council or a Council staff member (as set out in the form available for such declarations available from Council or Council's website).

Petitions submitted will be required to identify a single contact person. Should this not be provided, Council will provide one written response to the first signatory of a petition.

Consideration of Submissions

Council staff will consider all submissions received within the specified time period before determining under delegated authority or reporting a Development Application to the full Council. In making a determination the content of a submission must be balanced with the Council's statutory obligations. Submissions form a part of the assessment process of a development application.

Applicant to be advised of Objections

Written submissions cannot remain confidential as they may be used to assist in negotiations with the owner/applicant of the proposal or be included in Council business papers. The applicant, on request, will be advised of the terms of any objection and is entitled to read all submissions received. Where applications are amended in response to objections received, comments may be sought from previous objector/s.

Notification of Determination

Following determination of an application, submission makers will be advised in writing of Council's decision as soon as practical.

Advertising of Applications

If Council considers that a development proposal has the potential to have a wider impact than nearby property owners or have a special community interest, Council may decide to advertise the application in the local print media (i.e. newspapers). A person may inspect a plan and make a submission within the advertising period which will be a minimum of 14 days.

Advertising & Notification Costs

The applicant shall pay the Council a fee in accordance with Council's adopted Schedule of Fees and Charges to cover the cost of advertising and notification of an application.

2.5 Integrated, Designated Development and other Categories of Development

Statutory notification requirements exist under the *EP&A Act* for certain categories of development such as:

- Integrated Development;



- Designated development;
- Regional Development; and
- Other types of Approvals, including assessment of “activities” under Part 5 of the *EP&A Act*.

These must be advertised and exhibited in accordance with the requirements as outlined in the *EP&A Act* and the Regulations.

Note: The requirements of the EP&A Act and Regulations are mandatory.

***Regional Development is assessed by Council and determined by the Joint Regional Planning Panel.
Regional Development is advertised for a minimum of 30 days.***

CHAPTER 3 - RESIDENTIAL DEVELOPMENT

3.1 About this Chapter

This chapter provides the development controls for low and medium density residential development (Class 1, 2 and 3 buildings) in the Walcha LGA. The purpose of this chapter is to provide local controls and guidance so that development for housing enhances the overall character and amenity of neighbourhoods.

3.2 Where this Chapter applies

This chapter applies to residential development including ancillary development undertaken on residential land zoned R1, R5, RU5 and E4 in the Walcha LGA.

3.3 General Advice to Applicants for Residential Development

Aim

The aim of this chapter is to enhance and protect the amenity of residential areas by:

- Providing design controls for residential development;
- Setting reasonable and attainable environmental standards for solar access, privacy, protection of views, vehicular access, parking and landscaping; and
- Recognising that zones require controls that match the zone objectives and that lower density development should be subject to less stringent controls as their amenity impacts are lower.

Note: Applicants are strongly advised to seek the services of qualified architects, town planners, landscape designers, surveyors and civil engineers, to accurately document development proposals. All drawings submitted shall bear the names of the persons responsible for the design.

Council must be able to assess the impact of the proposed development on any adjoining residences, together with the wider environmental implications. Development applications should be accompanied by a Statement of Environmental Effects. Information setting out the requirements of a Statement of Environmental Effects is provided at Chapter 11.

Note: In cases where a development proposal fails to meet one or more of the controls listed in this plan, an amendment to, or redesign of the proposal may be warranted or the application should be withdrawn with partial refund of application fees.



3.4 Density Requirements

Objectives

- To provide density controls to enhance and protect the amenity of new and existing residential areas.
- To ensure that the density of residential development is appropriate to the scale and character of each location.
- To ensure that development provides a variety and choice of dwelling types and sizes where possible.
 - **Controls:**
 - **Minimum Site Area per Dwelling**
 - Table 3.1 below establishes the estimated densities for each zone and the number of dwellings a site could potentially accommodate. These controls should be used as a guide only, to determine the maximum development potential of a site. In practice, site dimensions and design constraints (e.g. potential overshadowing, easements, development in the vicinity of heritage items, car-parking requirements, floor area and setbacks) may prevent the estimated maximum being achieved.

TABLE 3.1 MINIMUM SITE AREA PER DWELLING

Zone	Dwelling Use / Size	Site area per dwelling (1)
R1	Single dwelling within serviced lot	1 dwelling / 450 m ²
	Dual Occupancy - Attached	1 dwelling / 225 m ²
	Dual Occupancy - Detached	1 dwelling / 600 m ²
	Attached dwellings	1 dwelling / 450 m ²
	Multi dwelling housing and residential flat buildings	1 dwelling / 200 m ²
R5	Dwellings	1 dwelling / 2 ha
	Dual Occupancies (attached)	1 dwelling / 1 ha
	Dual Occupancies (detached)	1 dwelling / 2 ha
RU5	Single dwelling within serviced lot	1 dwelling / 500 m ²
	Single dwelling within un-sewered lot	1 dwelling / 3,000 m ²
	Dual Occupancy (attached or detached) (2) and (3)	1 dwelling / 3,000 m ²
B2	Dwellings	Merit based
	Shop top housing	Merit based
B4	Dwellings	Merit based
	Shop top housing	Merit based
E4	Dwellings	Merit based

- **Notes:**
- (1) Not including the area of any access handle.
- (2) Higher density residential development is generally unsuitable within un-sewered land.



- (3) Site coverage is dependent on the land capability for onsite wastewater management.

3.5 Setbacks

Objectives

- To maintain the existing character of the streetscape in residential areas;
- To allow an outlook to and surveillance of the street; and
- To ensure attractive streetscapes through consistency in setbacks in new developments.

Controls:

- No continuous section of wall built along a side boundary shall be longer than 10 metres or exceed 50% of the length of the boundary or the length of any adjoining wall of the boundary, whichever is lesser.
- In established residential areas (infill development) the front setback should generally be consistent with the established setback/building line of adjoining buildings. In other areas, the setbacks controls in Table 3.2 apply.

TABLE 3.2 MINIMUM SETBACKS

Zone	Housing type	Setback
R1 RU5	Dwelling / Dual Occupancy	Street 6m to main frontage –if corner allotment 3m to secondary frontage. Side/Rear Single storey – 900 mm (subject to compliance with the NCC. Walls greater than 3 m in height - 2 m
R1 RU5	Multi dwelling housing and residential flat buildings up to two storeys	6m to main frontage – if corner allotment 3m to secondary frontage Side/Rear – 3 m
R5	Dwelling / Dual Occupancy	Front – 15 m Side/Rear – 3 m
B2	Shop top housing, multi dwelling housing and residential flat buildings	Merit assessment.

Subject to compliance with the fire-resistance rating requirements prescribed in the current version of the National Construction Code of Australia (NCC) and ensuring there is no adverse impact on the privacy or solar access of adjoining properties, side or rear walls which are less than 3 metres in height may be built to within 900mm of the boundary.

3.6 Building Height

Objectives



- To ensure that buildings minimise impacts on adjoining properties from overshadowing, overlooking and excessive bulk and scale;
- To minimise the impact of elevated housing developments in areas of predominantly single storey housing; and
- To ensure that the height of new development is not excessive and relates well to the local context.

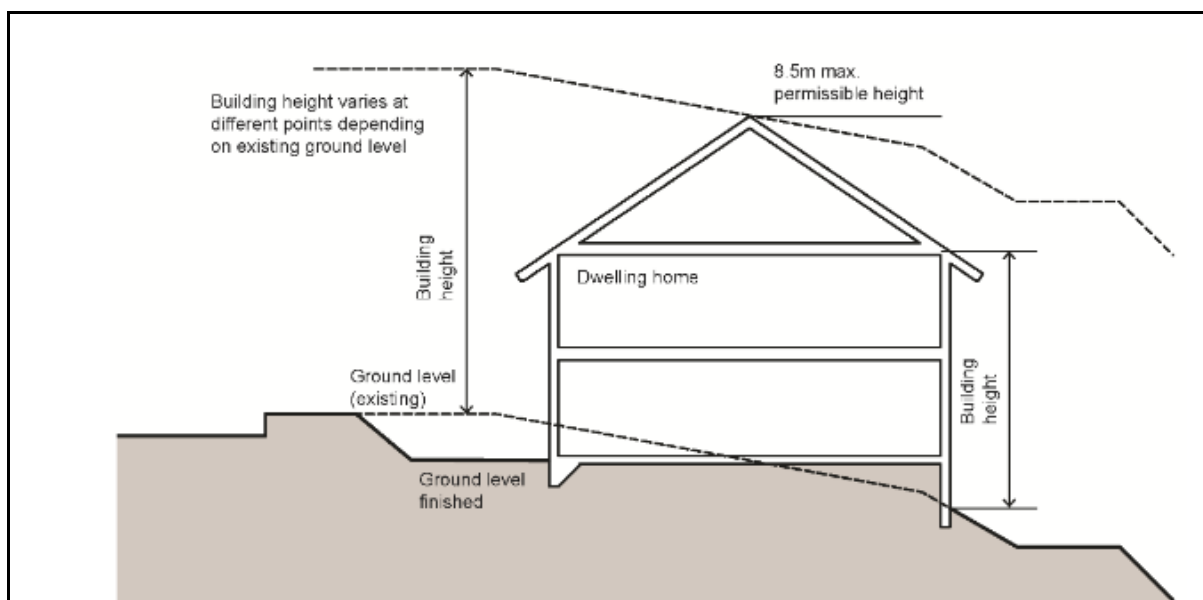
Controls:

- a) The Maximum Building Height for R1 General Residential zoned land is 8.5 m.
- b) The Maximum Building Height for all other zones is merit based, however must not exceed 10 m.

Maximum Height

The maximum height of the building at any point shall be measured from the **natural ground level** to the ridge of the roof. This height should not be more than 8.5 metres. Measuring building height on sloping sites is illustrated in Diagram 3.1 below.

Diagram 3.1 – Building Height



Source: Codes SEPP

Development Applications for buildings of two (2) storey and greater may require shadow diagrams, prepared in accordance with the Solar Access guidelines in this chapter.

3.7 Open Space

Objectives

- To ensure that residential development provides an adequate amount of functional private open space that is appropriate to the context of the location;
- To protect privacy and amenity of neighbouring properties; and
- To ensure that areas provided are suitably located and landscaped to obtain adequate sunlight and protection from prevailing winds.



Controls:

- a) Dwellings, dual occupancies and multi dwelling housing shall include no less than:
 - a. 125 m² of **landscaped area** per dwelling
 - b. 35 m² of **private open space** (POS) per dwelling
- b) POS areas are to have a minimum dimension of 4 m and a maximum gradient of 1 in 10.
- c) POS can include balconies, courtyards and terraces.
- d) At least half of the POS area should receive 3 hours or more of sunlight between 9am – 3pm on June 21 (winter solstice).
- e) Residential flat buildings and shop top housing are to have a balcony with a minimum area of 12 m² and a minimum dimension of 2m with direct access from the main living area of the dwelling. The positioning of POS areas is not to unreasonably compromise the POS of other nearby dwellings (on the same site or on adjacent properties).

3.8 Landscaping

Objectives

- To reduce the visual impact of new development and to maintain and enhance existing streetscape and landscape character.
- To preserve significant trees and landscape elements.

New plantings should be selected having regard to their future maintenance requirements and likely growth. In general, any substantial tree or shrub should be a minimum horizontal distance of 4 metres from the external wall of a building or the line of any underground service pipes (details available from Council).

Controls:

- a) Existing mature trees should be retained and incorporated in the development wherever possible.
- b) Attached Dwellings, Multi Dwelling Housing and Residential Flat Buildings:
 - A Landscape Plan should be prepared by an appropriate person (Landscape Architect, Landscape Designer or the like) and shall include details of site features, hardstand areas, fencing treatment, number and type of plant species, location of services and mains and planting locations.
 - The Landscape Plan shown be drawn to scale (1:100 or 1:200).
 - Where common open space areas are provided, low maintenance gardens are preferable.

In assessing the suitability of landscape plans, Council will give thorough consideration to the following:

- adequacy of sunlight;
- privacy of open space and adjoining developments;
- ease of maintenance;
- whether tree size at maturity will be in scale with the bulk of the building and open space;
- the practicality of landscaped areas for use by the people who live in the proposed development; and
- location of trees in relation to services.

3.9 General Controls for Multi Dwelling Housing

Objectives



- To achieve a coherent site layout that provides a pleasant, attractive, manageable and resource efficient living environment;
- To ensure that streetscape, amenity and energy efficiency are considered at the outset of the design process; and
- To encourage site planning and building design that optimizes solar access to land and buildings.

Controls

- a) "Gun Barrel" type multi dwelling housing developments will not be supported by Council.
- b) A driveway, which serves a maximum of three dwellings, is to have a minimum paved width of 3m within a 4.5 m wide formation.
- c) Generally, the internal driveways and crossovers associated with multi dwelling housing development shall have a minimum clear trafficable width of 5.5 metres. However, a minimum of 4.5 metres may be acceptable where justified in an assessment of site access requirements and traffic usage
- d) A shared driveway, which serves three or more dwellings, is to have a minimum paved width of 4.5m at the street, continuing at this width to a depth of 6m.
- e) Driveways, manoeuvring areas and parking areas are generally to be designed in accordance with the provisions of AS2890.1 Parking Facilities: Off-Street Parking. Car parking spaces are to be adequately delineated and maintained at all times.
- f) All vehicles must enter and leave the site in a forward direction.
- g) The location of visitor parking facilities should be evident from the street so that their use is encouraged
- h) The use of decorative paving e.g. interlocking pavers, grasscrete etc for access and visitor parking is strongly encouraged.
- i) Development proposals over more than one lot will require lot consolidation (plan of subdivision) as part of the development.
- j) Minimum separation between habitable room windows of facing dwellings:
 - a. Ground and 1st floor level – 9m
 - b. Above 1st floor level 12m
- k) Bin storage and drying areas to be:
 - a. concealed from view from the street
 - b. clothes lines and hoists shall be located at the rear of multi dwelling housing developments and adequately screened from adjoining roads.
 - c. clearly shown on the site plan.

3.10 General Controls for Secondary dwellings

Secondary dwellings may be complying development under State Environmental Planning Policy (Affordable Rental Housing) 2009. This SEPP also specifies criteria which cannot be used by a consent authority as grounds to refuse consent to a secondary dwelling.

Objectives



- To ensure the efficient use of land and infrastructure.
- To maintain the character, amenity and environmental values of the area.

Controls

- a) A new (additional) vehicular access point is not to be constructed to a site for the purposes of a secondary dwelling, unless the access is from a rear laneway or side street. There is only to be one vehicle entrance for both dwellings from the primary frontage of the site.
- b) When constructed in an area without a reticulated water supply, it must be demonstrated that sufficient rainwater tank water can be provided.
- c) When constructed in un-sewered areas, an on-site wastewater disposal assessment must be provided to demonstrate that the existing system has the capacity for the secondary dwelling or, alternatively, the wastewater system must be upgraded to Council's on-site sewage management system specifications.
- d) A minimum of 50 square metres of private open space must be retained on the site for shared-use by the occupants of both the primary and secondary dwelling. The private open space must have minimum dimensions of at least 4 metres and a core area with minimum dimensions of at least 5 x 5 metres is to be provided.

3.11 Relocated dwellings

Objective

- To protect the amenity of new and existing residential controls.
- To ensure the development does not detract from the amenity of neighbouring properties or the streetscape.
- To ensure all compliance with the National Construction Code

Controls

- a) Dwelling not to be moved onto site before development consent is issued.
- b) no work is to commence on the re-erection of the dwelling all regulatory approvals have been obtained.
- c) Compliance with the National Construction Code and BASIX is to be ensured.

3.12 Solar Access

Objective

- To minimise overshadowing of adjoining properties/buildings whilst maximising solar access to the development site.

Controls:

- a) Residential development shall be designed to ensure that the habitable rooms of adjoining residential buildings, and the major part of their landscaped open space, have at least four (4) hours of sunlight between 9.00am and 3.00pm on 21 June (winter solstice).
- b) Residential development shall be designed to ensure that the habitable rooms of the proposed development and the major part of their private open space have at least four (4) hours of sunlight between 9.00am and 3.00pm on 21 June (winter solstice).



- c) New buildings should not obscure sunlight to habitable rooms or open space adjoining buildings during winter months.

Shadow Diagrams

For applications involving development of two storeys or higher, Council may require an applicant to prepare a shadow diagram showing the impact of a proposal on adjoining residential buildings and their landscaped open space. Shadow diagrams may also be required for a single storey development depending on the size, orientation, level and slope of the allotment.

Note: A Building Sustainability Index (BASIX) certificate will be required for all BASIX affected buildings.
www.basix.nsw.gov.au

3.13 Privacy

Objective

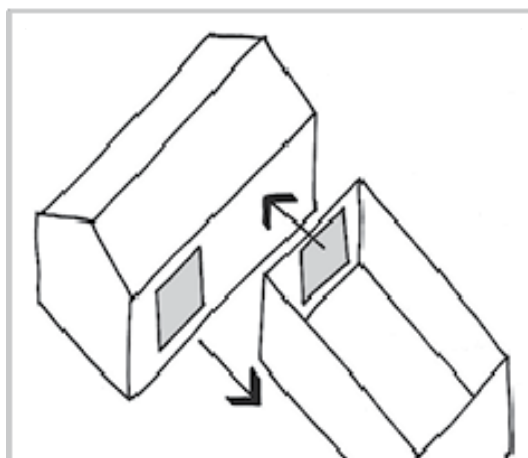
- To ensure that reasonable privacy both internal and in respect of existing adjoining residences and private open space, is achieved.

Controls

- a) Upper level openings on side facades which are less than 3m from a neighbouring house must be:- at least 1.7m above floor level OR - screened OR - fixed with translucent glazing.
- b) Habitable rooms overlooking the private open space of a neighbouring house are to have sill heights at least 1.7m above floor level.
- c) A habitable room should look over the street to provide passive surveillance.
- d) External lighting shall be baffled so there is no light spillage onto adjoining properties.
- e) Recreation facilities, such as swimming pools shall be located behind the building line and away from the bedroom areas of adjoining dwellings
- f) As shown in Diagram 3.3, windows shall be offset to increase privacy to adjoining buildings.



Diagram 3.3 – Offsetting Windows



Offset windows where possible.
Provide screening and/or landscaping if less than 12m between buildings

3.14 Views

Objective

- To minimise, wherever possible, the obstruction of views from adjoining buildings

View Protection

In an urban environment it is not always possible to protect all views for all people. Nevertheless, an initial site analysis should attempt to identify significant views both from a proposed development site and from neighbouring properties. Developments should be designed to maintain, as far as practicable, the views of existing residents, while taking advantage of views for residents of the new dwellings.

Controls

- a) Proposals involving developments of two storeys or higher should be accompanied by a survey showing the position of the buildings on site, the location of adjoining building(s) and a supporting statement assessing the degree of view loss, if any, resulting from the proposal.

3.15 Services

Sewer, Water, Stormwater, Electricity and Telephone Services

All developments are to be connected to existing public utility installations. All services shall be provided underground (unless otherwise approved by Council).

For unit developments of three (3) or more dwellings, a preliminary stormwater design plan is to be submitted with the Development Application, complying with Aus-Spec design specification D05 – Stormwater Drainage Design. On-site stormwater detention will be required on sites where under capacity drainage systems exist. Inter-allotment drainage shall be provided where water cannot drain directly to the street frontage or a natural watercourse.

Generally, buildings will not be permitted over sewer easements, within the zone of influence of a sewer main, or within the "zone of influence" of the foundations.

Separate sewer junctions and water meters will be required for each separate residence.



Lots will need to be consolidated for development of unsewered land where wastewater disposal infrastructure is located over more than one lot.

Note: Restrictions to Land Title

Restrictions may apply to the title of land which could affect a proposed development. Examples include maintenance of overland flow paths; tree planting; and/or building envelopes. It is the responsibility of the applicant/developer to investigate and where relevant, identify any such user restrictions prior to the preparation of plans for lodgement with a development application.

3.17 Constraints when Developing "Older Lots" or Converting Existing Buildings

Opportunity for medium density housing may be restricted in residential areas fronting narrow laneways, on roads where the pavement width is inadequate for the increase in generated traffic or in areas that are not served by underground stormwater drainage. While Council is prepared to consider a range of innovative design solutions to overcome these deficiencies, it must be recognised that **some sites are not suitable for medium or high density residential development.**

Developers must also be aware that the development costs associated with these 'older' lots may be higher than in other areas where adequate services are able to be easily provided or are in existence. Where an existing building is proposed to be converted for 'dual occupancy' or 'multi dwelling housing', it will be required to comply with the provisions of these guidelines, with the exception of setback requirements in relation to the existing structure (for example, conversion of the bottom section of an existing dwelling). Council will require the exterior of the existing building, landscaping and fencing to be upgraded as part of the application.

3.18 Flood Liable Land

Some land within the LGA is subject to flooding and may affect the future development of land with regard to floor levels; landfilling; excavation; flood compatible building materials and the like.

Controls

- a) Minimum finished floor level (FFL) for habitable rooms is to be at the height of the 100-year Average Recurrence Interval flood level plus 0.5 metre freeboard.
- b) The minimum FFL of all non-habitable room(s) is to be at the height of the 100-year Average Recurrence Interval flood level.
- c) Infill development and/or changes of use are to be assessed on merit, taking into account adjoining land uses and flood levels, access constraints and fill requirements. A flood study may be required in certain situations.

Where a flood study has not been completed the FFL shall be 500mm above the verified highest known flood level. Where a development falls outside the extents of an approved Council flood study and plan, developers may be required to undertake flood studies and/or engage surveyors to demonstrate that all development will be above designated flood levels. In some circumstances, developers may be required to submit evidence of historical flood levels.

The State Floodplain Development Manual contains useful information for anyone considering building on flood liable land.



3.19 *Adaptable Housing Provisions*

Objective

- to provide guidelines for access both to, and within buildings and public spaces for people who have a disability;
- to assist in better design of building and spaces so as to meet the access needs of all members of the community;
- increase community awareness of mobility issues affecting certain sections of the community;
- to ensure that new development is accessible by all people;
- to ensure compliance with the relevant Australian Standards for Access and Mobility; and
- to provide intending developers with clear guidance as to the legal requirements and Council policy for access and mobility.

Guidelines:

Adaptable Housing

- a) Council will support medium density development that includes dwelling units constructed in accordance with Australian Standard 4299-1995 Adaptable Housing. The minimum design requirements for adaptable housing are contained within Australian Standard 4299 Adaptable Housing. The requirements contained within the AS indicate a means of meeting the necessary design criteria for adaptable housing.

Private Car Parking (off street)

- b) Safe and accessible car parking spaces should be provided adjacent to continuous and accessible paths of travel to the dwelling.

Signage and Lighting

- c) To minimise personal risk and improve safety; car parks, set-down points, access routes and entrances are to be well lit, of sufficient contrast and well sign posted to assist people with a disability to accessible locations and through entry points.

Kerb ramps, ramps and walkways

- d) To allow free and unobstructed access to buildings from off-street car parking and set-down points: ramps and walkways should be provided.

Primary Points of Entry

- e) Entrance doors or primary points of entry to buildings must allow for the unimpeded passage of people with disabilities.

Internal Circulation and Facilities

- f) The minimum design requirements for adaptable housing are contained within Australian *Standard 4299 Adaptable Housing*.

Paths of Travel and Circulation

- g) Safe and continuous paths of travel are available to all applicable elements within the building.
- h) Where appropriate, step-ramps, ramps walkways and stairs must allow for the needs of people with disabilities when accessing different parts of the building.
- i) Doors, doorways and corridors must be of sufficient dimension (including clear openings and circulation spaces) to allow safe and unobstructed passage for people with a disability.



Signage, Lighting and Amenities:

- j) Suitably illuminated pathways within the development.
- k) Where appropriate, building controls must be located in accessible positions and of suitable design to allow operation by people with disabilities (eg. Controls include; security and air conditions panels, light switches, power points).
- l) Where appropriate, sanitary facilities and similar amenities must be accessible and functional for people with a disability.
- m) Kitchen elements are located so that they are accessible and can be operated safely, thus minimising the risk of scalding, burning or other injury.

3.20 Medium Density Housing Development Associated with Commercial or Retail Development

Objective

- To facilitate multi dwelling housing in Business zones where it will not prejudice development of the land for commercial, retail or service activity.
- To encourage 'shop-top' housing developments in the Business Zones.
- To ensure that multi dwelling housing is carried out in association with permissible commercial or retail development in the zone.

Initial enquires should be made to Council to identify areas considered suitable for 'multiple dwellings' within Walcha's Business zones.

Controls:

- a) Consideration must be given to the **heritage** nature and character of the town centre and existing surrounding/adjacent development.
- b) **Car Parking:** A concession may be given in respect to visitor parking where, in the opinion of Council, sufficient off-site parking is available in the locality. However, at least one (1) space per unit must be provided on site.
- c) **Setbacks:** No setbacks apply in the Business Zone. However, as a general rule, Council will require all new developments above two storeys in height to be setback a further two metres per storey for each additional storey (or three metres in building height) above the two storey height.

3.21 Residential Flat Buildings

[State Environmental Planning Policy \(SEPP\) No. 65 – Design Quality of Residential Flat Development](#) applies to development for residential flat buildings of **four or more self-contained dwellings**. The SEPP aims to improve the design quality of residential flat buildings in NSW. If the SEPP applies, development proposals must include an Apartment Design Guide Assessment prepared by a qualified designer certifying that the design of the project meets the design quality principles of the SEPP.

3.22 Koala Habitat

Koala Habitat: The onus is on the applicant to demonstrate to Council that the land is not potential or actual Koala habitat and that the development will not adversely impact Koala habitat. SEPP 44 Koala Habitat Protection applies to the Walcha LGA.

3.23 Driveway Safety

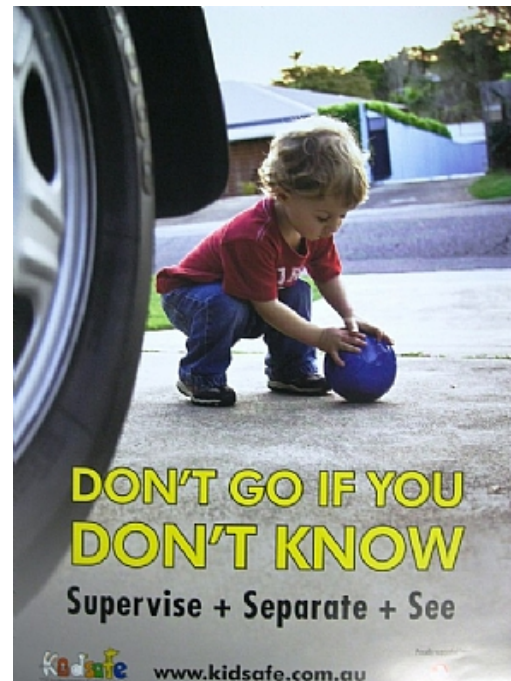
Background



On average, seven children are killed each year and 60 are seriously injured after being hit or run over by a motor vehicle at home. Very young children are at greatest risk – 90% of children killed and 70% of those seriously injured are under five years of age. In cases where a child is killed:

- half the vehicles involved are cars and a third are four-wheel-drives
- two-thirds are reversing
- two-thirds are driven by a parent or other relative.

Source: Child pedestrian safety: driveway deaths and low-speed vehicle run-overs, Australia 2001–10 (Bureau of Infrastructure, Transport and Regional Economics, www.bitre.gov.au).



Guidelines

- Residential development shall be designed to reflect vehicle and occupant safety principles.
- New residential development and significant dwelling alterations should provide measures self-closing doors, fencing and gates) (to prevent children from entering the garage and driveway from the house.

CHAPTER 4 - RURAL DEVELOPMENT

4.1 *About this Chapter*

This section refers to dwellings, dual occupancy development, rural worker's dwellings, dwelling additions, tourist development and other forms development permitted in the Rural and Environmental Zones contained within the Walcha Local Environmental Plan 2012.

4.2 *Where this Chapter applies*

This chapter applies to development of rural zoned land (RU1, RU4,) with the exception of subdivision of land.

4.3 *Aims and Objectives*

- To enhance the character of the rural areas.
- To encourage the use of existing or potentially productive land for agricultural purposes.
- To reduce potential for rural land use conflict.
- To protect old-growth, significant hollow-bearing trees and conservation significant vegetation through recognition of their ecological value and scarcity in the landscape.
- To improve the ecological function of riparian areas within the landscape.
- To improve the stability of the bed and banks of waterways through the management of riparian vegetation.
- To ensure that adequate arrangements in respect of the control of noxious weeds.
- To ensure that rural development is safe in terms of flooding and bush fire risk.



4.4 General Controls

- a) Rural dwellings are subject to the development standards of Clause 4.2A of the WLEP 2012. Refer to Note below.

Note: Clause 4.2A of the WLEP provides development standards for the erection of dwellings on rural land. To summarise, dwellings may only be erected on rural land if:

- The lot has an area of at least the minimum lot size shown on the WLEP map; or*
- The lot was created prior to 2012 and a dwelling was permissible at that time; or*
- The lot is an existing holding; or*
- The dwelling is intended to replace a lawfully erected dwelling.*

- b) Rural dual occupancies (detached) are subject to the development standards of Clause 4.2D of the WLEP 2012. Refer to Note below.

Note: Clause 4.2D of the WLEP provides objectives and development standards for the erection of dual occupancies (detached) on rural land. Objectives primarily aim to ensure that dual occupancies (detached) are located so as to share services and ensure that the agricultural values of the land are not jeopardised. Key development standards are:

- the development will not impair the use of the land (or adjacent land) for agriculture or rural industries, and*
- the land is capable of accommodating the on-site disposal and management of sewage for the development, and*
- a dwelling house is permissible within the land.*

- c) Council will require the consolidation of undersized rural lots (vacant lots with an area of less than the minimum rural lot size) within the same rural property holding as a condition of consent for new rural dwellings and dual occupancies.
- d) To reduce the number of driveway access crossings on busy or dangerous road, rural dual occupancies will use the same vehicular access to and from a public road. Separate driveway access to minor roads will be assessed on merit.
- e) Rural buildings, including garages and sheds should be clustered to form a group and where possible, buildings shall be broken into smaller elements rather than presenting a large building mass.
- f) All buildings to be setback at least 15 metres from the front property boundary (with frontage to a public road).
- g) Materials and/or finishes should not give rise to visual intrusion by virtue of texture, colour or arrangement. The use of recessive earthy tones is required. The use of reflective materials is prohibited.



- h) A removable dwelling not to be moved onto a site before development consent is issued. No work is to commence on the re-erection of the dwelling until all regulatory approvals have been obtained.
- i) Development involving the on-site management of wastewater must comply with Council's [\[DRAFT\] On-site Sewage Management Strategy 2015-201X](#).
- j) Development within bushfire prone land must meet the relevant requirements of the Rural Fire Service and *Planning for Bushfire Protection 2006* (and any amending guidelines).
- k) The carrying out of development ('works' including excavation or deposition of material) on waterfront land requires a Controlled Activity Approval (CAA) under the [Water Management Act 2000](#). Council will refer DAs involving works within waterfront land to the NSW Department of Industry (Water) as integrated development.
- l) Koala Habitat: The onus is on the applicant to demonstrate to Council that the land is not potential or actual Koala habitat and that the development will not adversely impact Koala habitat. SEPP 44 Koala Habitat Protection applies to the Walcha LGA.

4.5 Vehicular Access Requirements

Where access from a public road to a private property is required:

- Access to a development shall be located having regard to its potential impact on the landscape and native vegetation and shall be unobtrusive and sympathetic to the existing landform and neighbouring development.
- All development is required to have coincidental legal and physical access from a public road to the development site. In this regard, Council may require evidence from a registered surveyor that this is the case.
- Where a part of any access is via an unformed Crown road, the road may first require dedication as a Council public road, and then construction to an appropriate standard once Council approval has been gained for the work. For a single residential dwelling, the minimum standard of construction where the owner will be responsible for ongoing track maintenance is in accordance with the *NSW Department of Industry – Lands & Water Guideline—Administration of Crown Roads*.
- Road and drainage designs may need to be submitted to Council at the applicant's expense prior to approval of any roadworks within a Council public road reserve.
- The developer will be responsible for construction or upgrading of any vehicle access in accordance with Council standards, including:
 - A suitable width all-weather pavement from the road to the entrance gate or stock grid.
 - Where the access crosses a table drain, a minimum 375mm diameter pipe with headwalls, or concrete dish drain on the alignment of the table drain.
 - Any entrance gate or stock grid should be set back a minimum distance of 15 metres from the edge of the traffic lane for single unit truck access, or 22 metres for semi-trailer access.
 - The access is to be located at where safe intersection sight distances can be achieved, including a minimum gap sight distance of 5 seconds.
 - A Council Road Opening Permit is required prior to performing any work within a public road reservation. Forms and advice on relevant fees can be obtained from Council's Engineering Services department.

Crown road sales and closures

Many Crown roads within the public road network are not required to maintain public access. In these cases, Crown roads may be sold or closed without compromising the broader public interest. Roads may be sold in two ways.

Firstly, the department administers Crown road sales in accordance with Section 152B of the Roads Act ('Road purchases'). Sale of a Crown road under this section is suitable when the purchaser of the road is an



adjoining landholder.

Alternatively, when a person wanting to purchase a Crown road does not own the adjoining land, the department may consider closing the road under Section 37 of the Roads Act before administering the sale of the land ('Road closure and purchase'). The sale of a closed road would then be administered in accordance with the Crown Land Management Act 2016.

Most Crown road sales will be road purchases—that is, to adjoining landholders, in line with Section 152B of the Roads Act.

Before determining when a road is suitable for sale (under Section 152B) or closure (under Section 37), the department will consider the access needs of surrounding properties to establish whether a road must be retained within the public road network.

The steps and estimated time frames for processing applications are available on the department's website at [Department of Industry](https://www.industry.nsw.gov.au/lands/access/road): <https://www.industry.nsw.gov.au/lands/access/road>

4.6 Environmental Considerations – Requirements

- a) Development shall not be carried out on slopes greater than 20%. If development on slopes greater than 20% is unavoidable, a geotechnical assessment may be necessary.
- b) The clearing of **native vegetation** on rural zoned land zoned subject to the [Local Land Services Act 2016](#) administered by [Local Land Services](#).
- c) Riparian lands within a subdivision are to be stabilised and revegetated according to stream order and buffer category. Water courses classified as stream order 3 or greater (Strahler method) require a riparian buffer of at least 40 m
- d) Roads are to be located outside riparian buffer areas where possible. Where roads traverse the riparian buffer area, the road design is to minimise the area of disturbance and demonstrate minimal impact on the riparian function and integrity.
- e) Driveway/roadway crossings/other infrastructure located over waterways are to have regard to the requirements for fish passage in accordance with relevant NSW State Government requirements under the [Fisheries Management Act 1994](#).

4.7 Flooding

In low-lying areas, a flood assessment may be required to determine appropriate floor levels for habitable structures. Waterway crossings on any access roadways should be designed to permit two-wheel drive access from a public road to the residence during a critical one (1) in 100 year storm event.

4.8 Land Use Buffers

- a) Buffers from development to rural land uses are to be established in accordance with the NSW DPI [Land Use Conflict Risk Assessment Guide](#).
- b) Where a proposed development for a dwelling, dual occupancy or tourist accommodation will adjoin an agricultural enterprise on an adjoining property, a minimum 100m separation shall be provided. Where the 100m buffer cannot be achieved, Council will consider the use of vegetative buffers on the proposed development site

4.9 Services

a) Electricity and Telecommunications Infrastructure

- Any structures associated with the provision of electricity and telecommunications to the development shall be sited to have minimal environmental impact including vegetation removal and visual impact.



- Applications are required to demonstrate the method of power supply and telecommunications (NBN).
- Where generators are proposed, controls shall be placed on the hours of operation and levels of noise emission having regard to the proximity of neighbouring development and the environment.

b) Water

- Rural dwellings without a reticulated water supply shall have water storage facilities containing a minimum of 40,000 litres of potable water for domestic purposes in addition to any *Planning for Bushfire Protection 2006* requirements.

4.10 Farm Dams

The Department of Industry-Water NSW regulates and licenses farm dams. Dams that do not need a licence or development consent are:

- Dams that capture up to 10 per cent of run-off
- Dams up to one megalitre on small properties:
 - Licences are not required for dams up to one megalitre in size on small properties where the Maximum Harvestable Right Dam Capacity (MHRDC) is less than one megalitre and where the property was approved for subdivision before 1 January 1999. No further harvestable right dams may be constructed; any new dams above this allowance must be licensed.

Note 1: Under the [Fisheries Management Act 1994](#), any new dam or modification to an existing dam may require the owner to provide for fish passage. Contact NSW Fisheries office for further advice.

Note 2: Certain artificial waterbodies (dams) are permissible without consent. Development for the purpose of an artificial waterbody may be carried out without development consent on land to which this Part applies if:

(a) its storage capacity is less than 15 megalitres, and

(b) it is not within 40 metres of a public road, natural waterbody, environmentally sensitive area or tree clearing operations, and

(c) it is not within an area of high water table or acid sulphate, sodic or saline soils.

Refer: [State Environmental Planning Policy \(Primary Production and Rural Development\) 2019](#)

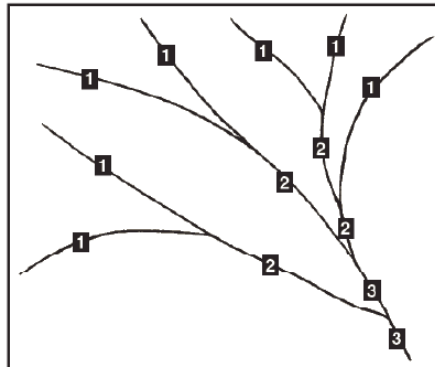
4.11 Waterfront Land

Development on waterfront land, (controlled activities carried out in, on or under waterfront land) are regulated by the *Water Management Act 2000 (WM Act)*. The NSW Department of Industry (Water in NSW) administers the WM Act and is required to assess the impact of any proposed controlled activity to ensure that no more than minimal harm will be done to waterfront land as a consequence of carrying out the controlled activity. Waterfront land includes the bed and bank of any river, lake or estuary and all land within 40 metres of the highest bank of the river, lake or estuary.

Council will refer development proposals on waterfront land for comment or approval.



Water in NSW recommends a vegetated riparian zone (VRZ) width based on watercourse order as classified under the Strahler System of ordering watercourses and using current 1:25 000 topographic maps. The width of the VRZ should be measured from the top of the highest bank on both sides of the watercourse.



Watercourse type	VRZ width (each side of watercourse)	Total RC width
1 st order	10 metres	20 m + channel width
2 nd order	20 metres	40 m + channel width
3 rd order	30 metres	60 m + channel width
4 th order and greater (includes estuaries, wetlands and any parts of rivers influenced by tidal waters)	40 metres	80 m + channel width

Source: Controlled activities on waterfront land - Guidelines for riparian corridors on waterfront land NSW Office of Water July 2012

CHAPTER 5 – ANCILLARY DEVELOPMENT AND SHED CONVERSION

5.1 *About this Chapter*

Ancillary development is a group term encapsulating a variety of types of minor development that would ordinarily be associated with the occupation and use of a dwelling house or dual occupancy and that generally have minimal environmental impact.

Note 1: Ancillary development, includes:

- (a) access ramp,
- (b) awning, blind or canopy,
- (c) balcony, deck, patio, pergola, terrace or verandah that is attached to a dwelling house,
- (d) basement,
- (e) carport that is attached to a dwelling house,
- (f) detached studio,
- (g) driveway, hard stand space, pathway or paving,
- (h) fence or screen,
- (i) garage that is attached to a dwelling house,
- (j) outbuilding,
- (k) rainwater tank that is attached to a dwelling house,
- (l) retaining wall,
- (m) swimming pool or spa pool and child-resistant barrier.

Certain forms of ancillary development may be carried out as exempt development (without the need for consent) or as Complying Development under the [Codes SEPP](#).



Note 2: This chapter is not concerned with ancillary 'use' – this is a different concept and is explained in the NSW Planning Circular *How to characterise development* PS13-001.

5.2 Where this Chapter applies

This chapter applies to development within the Walcha Shire.

5.3 Aims and Objectives

- To ensure ancillary development does not detract from the amenity of neighbouring properties or the streetscape.
- To enable the temporary occupation of compliant sheds as a means of short term accommodation while an approved dwelling is under construction.

5.4 Detached Studios

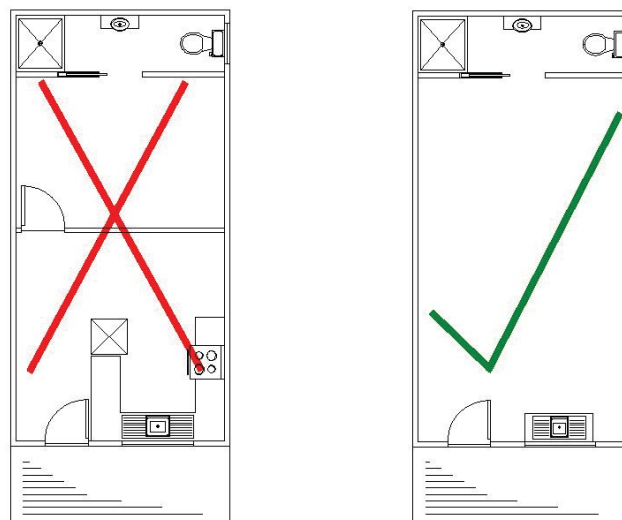
Objective

- To clarify and ensure consistency in Council's position on the facilities considered to be acceptable within detached studios, before separate occupancy is deemed to occur.

Detached studios may be used for purposes such as a bedroom, as artist's work space, a home office, a hobby room, a rumpus room, a teenager's 'retreat', or similar habitable room, provided the criteria above are satisfied. Detached Studios shall comprise a single room or may include a single room and shower/ toilet facility. No kitchen or laundry facilities will be permitted.

Controls

- Permitted facilities within detached studios are dependent on the proposed use and are limited to:
 - shower/ toilet facility;
 - a sink (free-standing or in a bench-top) with a hot and cold water supply for washing hands and/or cleaning art/ hobby equipment only; and
 - other facilities which are appropriate for the proposed use and do not provide for separate occupancy
- a) When assessing a development application which includes a detached studio, Council would require the applicant to provide a floor plan showing all proposed facilities as well as a statement of use. This statement of use would assist in determining what facilities, if any, would be permitted given the stated use of the detached studio. A condition would also be included in any development consent indicating the detached studio is not permitted to be used, or be adapted to be used, as separate occupancy.



Floor plans which give an example of what would not be considered acceptable and what would be considered acceptable for a detached studio (under Council's LEP and Better Living DCP).

- b) A detached studio forms part of the primary dwelling on the land and is classified a Class 1 building under the Building Code of Australia (BCA). Accordingly, the relevant provisions of the BCA applicable to a Class 1 dwelling, including bushfire and smoke alarms, apply to a detached studio. For example, the construction requirements i.e. Bushfire Attack Level, for a detached studio located on bushfire-prone land are identical to that for a dwelling in the same location. Generally, a BASIX Certificate is not required for a detached studio.

Also, detached studios can also be applied for in certain circumstances under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (the Codes SEPP).

5.5 Fencing and Walls

Objectives

- To be part of a development provide privacy, security and noise attenuation, without having a detrimental impact upon the streetscape and adjacent buildings.
- Enable some outlook from buildings to the street for safety and surveillance
- Be designed and detailed to provide visual interest to the streetscape

Controls

Front fences and walls must comply with the following:

- a) be constructed of materials compatible with the proposed housing, and with other attractive visible examples of fences and walls in the existing streetscape.
- b) be compatible with facilities in the street frontage area, such as mail boxes and garbage collection areas.
- c) be compatible in streetscapes of significance and is appropriate to the heritage or environmental context of the site.
- d) front fences and walls should be designed to use similar or compatible materials to that used in attractive buildings in the locality.



- e) street fencing shall be open or combination of open panels and masonry columns to a maximum height of 1.8 metres and are constructed from light weight materials.
- f) where a street fence is proposed, the section of side boundary fencing located in front of the building setback shall be open or combination of open panels and masonry columns to match front fence.

5.6 Retaining Walls

A retaining wall is a structure built to retain a difference in ground level.

Controls

- a) Retaining walls must be designed and engineered to a safe and aesthetic suitable standard.
- b) Support for earthworks more than 600mm above or below ground level (existing) must take the form of a retaining wall or other structural support that:
 - a professional engineer has certified as structurally sound, including in relation to (but not limited to) the ability to withstand the forces of lateral soil load, and
 - has been designed so as not to redirect the flow of any surface water or ground water, or cause sediment to be transported, onto an adjoining property, and
 - has adequate drainage lines connected to the stormwater drainage system for the site, and
 - does not have a total height measured vertically from the base of the retaining wall or structural support to its uppermost portion that is more than the height of the associated excavation or fill, and
 - is separated from any other retaining wall or structural support on the site by at least 2m, measured horizontally, and
 - has been installed in accordance with any manufacturer's specifications, and
 - if it is an embankment or batter—has a toe or top that is more than 1m from any side or rear boundary.
- c) must not cause a danger to life or property or damage to any adjoining building or structure on the lot or to any building or structure on any adjoining lot.
- d) must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property.

5.7 Outbuildings, Carports & Detached Garages

Objectives

- To enhance the streetscape by providing good quality development presentation to the public domain.
- Maintaining privacy within habitable rooms of dwellings and in secluded private open space

Controls

- a) Outbuildings, Carports & Detached Garages are not allowed within building setback.
- b) In Zone R1, RU5 or R5, detached sheds made from a material that is not the same as the dwelling, must be setback at least 1 metre behind the front façade of the dwelling. This control applies to lots with both single and secondary frontages, with the exception of rear lanes.
- c) If in front of main dwelling, must be of the same construction, matching roof pitch, and appear like part of the habitable dwelling.
- d) Amenities in an ancillary structure to a dwelling are restricted to one toilet, one hand basin and one shower.
- e) Must be located clear of the utility services.



- f) The width of garage doors must not be greater than 50% of the front elevation.
- g) No windowless facades at the street frontage(s).
- h) Direct views into windows of dwellings and secluded private open space is to be avoided.

5.8 *Conversion of a Shed to a Dwelling*

Sheds and outbuildings are class 10a (non-habitable) buildings under the Building Code of Australia and generally don't meet the higher construction standards required for a dwelling (class 1a). Development approval is required to convert a shed or outbuilding for use as a dwelling. The following information provides guidance for anyone considering converting a shed or outbuilding to a dwelling.

- **Can I build a shed and convert it to a dwelling later?**

If you are considering building a shed with a view to using it as a dwelling at a later stage it is important to seek professional advice before you build. You may be able to build to a higher standard and have correct boundary setbacks which will allow an easier conversion to a dwelling. You may find that building a shed for later conversion is not the best or most cost-effective option. It may be better to build a new dwelling that fully complies with the Building Code of Australia. See construction standards for converting a shed to a dwelling.

- **What sanitary facilities can I install in a shed?**

The installation of sanitary facilities in a shed requires prior development approval, even if the shed has been erected as an exempt structure. Generally, approval can be given to a toilet, shower and hand basin in a shed.

- **Can I live in a shed temporarily while I build my house?**

An owner of a property for which development approval for a dwelling has been granted may apply to Council to occupy a shed or caravan prior to the building being completed. Approval will only be granted on the following basis:

1. A shower, basin and toilet connected to either sewerage or an approved on-site waste water management system are on the site.
2. Town water is connected or an adequate tank water supply is available;
3. Construction of the dwelling has substantially commenced (i.e. footings or slab poured).
4. If located in a bushfire prone area, adequate measures are to be in place for safe evacuation in case of bushfire and any required Asset Protection Zones are established.
5. The period of occupation is 1 year or less.
6. Adequate construction progress on the dwelling is maintained during the period of occupation.
7. A smoke alarm is installed in the shed or caravan.
8. Temporary kitchen and laundry facilities are removed from the shed within 3 months of when the dwelling is completed and the use of the building reverts to a non habitable shed. A bathroom can remain.

- **What are the construction standards for converting a shed to a dwelling?**

The construction standards for a dwelling are contained in the Building Code of Australia (BCA), the *Environmental Planning & Assessment Act, 1979* and Council's Development Control Plans (DCP's) and can be summarised as:

- a) Minimum facilities - a toilet; shower or bath; wash basin; kitchen sink and facilities for the preparation and cooking of food; laundry tub and space for a washing machine.



- b) If the shed is visible from a public place it will need to be of a higher architectural quality (e.g. increased roof pitch, architectural features such as verandahs, eaves, etc) to be in keeping with the character of the area.
- c) Concrete slab – constructed to AS2870 for a class 1a dwelling or a structural engineer's certificate supplied which states the slab is suitable for use in a dwelling. Evidence of a plastic membrane under the slab or the slab will need to be suitably water proofed to prevent moisture entering the building. Slab should be at least 100mm above surrounding ground level with adequate surface water drainage but preferably at least 225mm above surrounding ground level.
- d) Frame, including tie downs and bracing – constructed for a class 1a dwelling standard under AS1684 if timber framed or certified by a structural engineer to be suitable for a dwelling.
- e) Minimum ceiling height - 2.4 m for habitable rooms and 2.1 m for laundry, bathroom, corridor and toilet as per the BCA.
- f) Minimum natural light for habitable rooms – glazed area of windows to be 10% of the floor area and ventilation as per the BCA.
- g) Boundary setbacks to comply with the BCA (e.g. 900mm wall to side or rear boundary and 450mm eave to boundary)
- h) Flood – if the property is flood liable the floor level must be at least 500mm above the 1:100 year flood level.
- i) Bushfire – if the property is mapped as bushfire prone the NSW Rural Fire Service document titled 'Planning for Bushfire Protection 2006' and AS3959 apply. Submit a bushfire consultants report or completed Rural Fire Service guidelines for single dwelling development applications. See www.rfs.nsw.gov.au
- j) Basix – a Basix Certificate is to be submitted with any development application for conversion of a shed to a dwelling outlining the energy efficiency measures to be installed. See www.basix.nsw.gov.au
- k) Connection to sewer or an approved on site waste water management system.
- l) Thermal break – if the building has metal framing and metal wall or roof cladding a NSW amendment to the BCA requires a thermal break be installed between the cladding and frame. This can be achieved using compressed bulk insulation, 20mm thick timber battens, 12mm thick polystyrene strips, air cell or thermal break insulation.
- m) Certificates of compliance for electrical, plumbing and glazing
- n) Termite protection to AS 3660.1 where required.
- o) Complying stairs, landings, balustrades, etc.
- p) Hardwired smoke alarm between living and sleeping areas.

- **There is already a shed on the property that has been converted to a dwelling but I'm not sure if it is Council approved. What should I do?**

You can check the building approvals that have been issued for a property by submitting a Government Information (Public Access) (GIPA) search of Council's records (form available at Council's website or offices). There is no cost if the information is emailed to you and a photocopy fee if paper copies are required. If the GIPA search reveals there are no approvals for the building this matter should be discussed with Council staff.

If the property has a dwelling eligibility and this is the only dwelling on the property a development application and building certificate application under Section 10.7 of the *Environmental Planning & Assessment Act 1979* may be submitted for assessment.

If this is a second dwelling on the property, this matter should be discussed with Council Planning staff.

- **Can I convert a shed to a dwelling to create a dual occupancy on my property?**



Yes. Attached or detached dual occupancies or secondary dwellings are permitted with development consent in most zones.

▪ **What action can be taken if a shed is converted to a dwelling without approval?**

Council takes unauthorised development very seriously. When unauthorised development occurs compliance action will be taken in accordance with Council's Enforcement Policy and can include:

- The issue of significant infringement notices These can be issued to the owner of the property and the person who carried out the work.
- The issue of a rectification, demolition or cease use order.
- The requirement to submit applications and supporting documentation for retrospective assessment.
- Court action

CHAPTER 6 - SUBDIVISION

6.1 *About this Chapter*

This chapter provides the requirements and design details for subdivision in the Walcha LGA. Subdivision of land may ultimately result in an intensification of land use and as such it is important that the potential impacts of this intensification are considered as part of the approval process.

Note:

S2.75 of the Codes SEPP provides for certain subdivision as exempt development.

- a) *widening a public road,*
- b) *a realignment of boundaries:*
 - i. *that is not carried out in relation to land on which a heritage item or draft heritage item is situated, and*
 - ii. *that will not create additional lots or increase the number of lots with a dwelling entitlement or increase the opportunity for additional dwellings, and*
 - iii. *that will not result in any lot that is smaller than the minimum size specified in an environmental planning instrument in relation to the land concerned (other than a lot that was already smaller than that minimum size), and*
 - iv. *that will not adversely affect the provision of existing services on a lot, and*
 - v. *that will not result in any increased fire risk to existing buildings, and*
 - vi. *if located in Zone RU1, RU2, RU3, RU4, RU6, E1, E2, E3 or E4—that will not result in more than a minor change in the area of any lot, and*
 - vii. *if located in any other zone—that will not result in a change in the area of any lot by more than 10%,*
- c) *(Repealed)*
- d) *rectifying an encroachment on a lot,*
- e) *creating a public reserve,*
- f) *(f) excising from a lot land that is, or is intended to be, used for public purposes, including drainage purposes, rural fire brigade or other emergency service purposes or public toilets.*

Lot consolidation does not require development consent.



6.2 *Where this Chapter applies*

This Chapter applies to all land within the Walcha LGA.

6.3 *General Advice to Applicants for Subdivision*

- Prior to preparation of a Development Application, owners/applicants should contact Council's Department of Environmental Services to:
 - discuss land zoning and any restrictions on the land (such as bush fire hazard or flooding); and/or
 - purchase a S10.7 zoning certificate; and
 - arrange a DA pre-lodgement meeting to discuss the particular site requirements that will need to be addressed prior to lodgement of the Development Application.
- Prepare a site analysis sketch indicating
 - the site boundaries;
 - the site surrounds and, in particular, adjacent properties;
 - the site topography;
 - the site aspect/orientation;
 - existing vegetation including the location and type;
 - creeks and drainage lines;
 - any areas of steep land, in particular, any areas in excess of 15% as this gradient creates limitations in terms of development;
 - views out of and to the site; and
 - scenic elements within the site.
- Prepare a conceptual Plan of Subdivision drawn to an appropriate scale. It is recommended that the Plan of Subdivision be drawn by a surveyor (as this will be required anyway before issue of a subdivision certificate prior to finalisation of the subdivision), however a less formal drawing is acceptable for Development Application purposes provided it includes the following information:
 - Property boundaries of the development site and adjoining land;
 - Contours;
 - Location of existing built and natural items on or adjacent to the land (e.g. buildings, roads, sewer, town water, electricity, telephone, trees, streams, dams, depressions, rock outcrops etc);
 - Location of all existing drainage reserves, easements and rights of way affecting or likely to affect the land;
 - The proposed new lots and any new roads showing accurate dimensions and areas;
 - Proposed names for new roads;
 - Stormwater design and appropriate easements for drainage; and
 - Servicing.

6.4 *General Subdivision Controls*

- a) The ["Lot Size Map"](#) and Clause 4.1 of the WLEP 2012 prescribes minimum lot sizes.
- b) Public road upgrading and new roads created by subdivision shall be constructed in accordance with Council's Development Design and Construction Manual (Aus-Spec 1). All costs associated with the development are to be met by the developer.



- c) Subdivision involving access off a classified road (Oxley Highway) will be referred to the NSW Roads and Maritime Services (RMS) for comment.
- d) *Traffic Generating Development* (Schedule 3 of [SEPP Infrastructure](#)) will be referred to the RMS as Integrated Development and will require their General Terms of Approval.
- e) Subdivision within bushfire prone land that could lawfully be used for residential or rural residential purposes is Integrated Development and
 - o requires a Bushfire Safety Authority from the NSW Rural Fire Service; and
 - o must meet the relevant requirements of *Planning for Bushfire Protection 2006*.
- f) Development shall not be carried out on slopes greater than 20%. A geotechnical report may be required when subdividing steep land.
- g) All new lots must have practical and legal access to a public road.
- h) Where subdivision is proposed to be carried out in stages, information is to be supplied detailing the staged release of lots and all infrastructure works (roads, water, sewer and stormwater drainage).
- i) Demonstrated consideration of whether the land to be subdivided is suitable for the intended purposes in accordance with [SEPP 55 Remediation of Land](#).
- j) All lots in new subdivisions will be allocated a new rural address number as part of the development consent. The applicant will be required to ensure the rural address number plate is installed for each lot prior to release of the Subdivision Certificate.
- k) **Landscaping** - New subdivisions in Zones R1, R5, RU5, B2, B4, and IN1 must re-establish grass cover on verges and plant street trees at the following minimum rates:

ZONE	R1 and RU5	R5	B2, B4	IN1
Street trees	1 per new lot Corner lots - 2	1 per 30 metres of road frontage	1 per 10 metres of road frontage	1 per 10 metres of road frontage

- l) A basic landscaping plan showing intended location, type and mature height of trees is required to be submitted with a development application for subdivision in accordance with the above table.
- m) Street trees will be planted in accordance with Councils Street Tree Plan.
- n) Street trees must be located so as not to interfere with sight lines from driveways or the location of existing and future utility services.
- o) All subdivision development applications are to include consideration of potential land contamination.

6.5 Subdivision in Residential Areas

Where this Section Applies

The Section applies to development in the land use zones.

R1 General Residential and RU5 Village

Objectives

- To provide safe, convenient and attractive neighbourhoods that meet the diverse and changing needs of the community by:
 - o Offering a wide choice of good quality housing and associated community facilities
 - o Encouraging walking and cycling
 - o Minimising energy consumption
 - o Promoting a sense of place through neighbourhood focal points and the creation of a distinctive identity which recognises and, where relevant, preserves the natural environment.



- To ensure that subdivision will not result in increased risk from bushfire or other environmental hazards,
- To ensure that the intensification of land use does not result in undesirable environmental consequences, and
- To implement the 'user pays' principle for the provision of services to the subdivision.
- To improve the quality of future streetscapes within subdivisions by requiring landscaping within public road reserves.

Controls

- a) **Services:** The following services should be provided to each lot at the subdivider's cost
 - reticulated water
 - a sewerage connection
 - electricity, telephone and telecommunication services – underground reticulation
 - the necessary underground conduits for the passage of future service lines
 - any easements required to facilitate the provision of services and/or inter-allotment drainage
 - Developer to provide kerb and gutter and footpaths in the R1 Zone and within the RU5 zone as required by Council.
- b) **Frontage Requirements:**
 - Lots shall have a minimum frontage of the average of lots in the immediate locality.
 - Lots fronting cul-de-sacs shall have a minimum frontage of 10 m.
 - Corner lots shall have a minimum frontage of the average of lots in the immediate locality. The lot size shall be met after allowing for area lost at corners which are to be splayed to a minimum of 3 metres and dedicated as public road.
- c) **'Battle-axe' lots**
 - Battle-axe lots shall have a minimum frontage of 4m. No more than two (Torrens Title) lots will share a battle axe handle access.
 - The access handle is to be excluded from calculation of area of the lot for the purposes of minimum lot size calculations.
 - The access handle is to be concreted or sealed.
 - The maximum height of the access way fencing shall be 0.9m between the front of the adjacent dwelling and the street, and 1.8m between the front of the adjacent dwelling and the rear of the lot.
 - The prime objective in designing the access way is to provide for vehicles to be able to move in a forward direction when entering or leaving the site.
- d) **Environmental amenity**
 - Subdivisions are to avoid clearing of native vegetation.
 - Native vegetation, significant trees and riparians areas retained within a residual lot.
 - Refer *Section 4.11 Waterfront Land* for requirements for riparian areas.



Sample: Preferred subdivision layout – Existing vegetation retained, lots avoid riparian areas

6.6 Subdivision in Rural and Rural Residential Areas

This section applies to land zoned RU1 Primary Production, RU4 Primary Production Small Lots, R5 Large Lot Residential and E4 Environmental Living.

Objectives

- To ensure that subdivision in rural and rural residential areas is appropriate within the rural landscape.
- To minimize fragmentation of agricultural lands.
- To allow for boundary adjustments and subdivision that facilitates flexibility in the arrangement of agricultural holdings.
- To ensure that subdivision will not result in increased risk from bushfire or other environmental hazards.

Site Analysis

A plan showing the site analysis for the subject land must accompany development applications for subdivision and should consider:

- the site boundaries;
- the site surrounds and, in particular, adjacent properties;
- the site topography;
- the site aspect/orientation;
- existing vegetation including the location and type;
- creeks and drainage lines;
- any areas of steep land, in particular, any areas in excess of 15% as this gradient creates limitations in terms of development;
- views out of and to the site; and
- scenic elements within the site.

A Site Analysis Plan will provide a 'snapshot' of the site and assist in evolving a development proposal that is relevant and appropriate to the land.

When considering an application for subdivision of land Council shall take into consideration: -



- The desirability of providing a range and mix of allotment sizes;
- The size of each proposed allotment in relation to its suitability to accommodate the proposed development and the disposal of wastes;
- Whether adequate services are available to each allotment;
- Whether sealed access roads are available to each allotment; and
- Whether provision has been made for the control of noxious weeds and the minimisation of the risk to development from bush fire hazards.

Controls

In addition to the controls in Chapter 4 Rural Development, the following controls apply to development for subdivision of land.

a) Road Access

- All weather, two wheel drive access crossing(s) and driveways are to be constructed at the cost of the developer.
- Access crossings from bitumen sealed public roads require a bitumen formation from the edge of the public road formation to the property boundary with bitumen splays.
- Each allotment to be created within a two (2) km radius of the township of Walcha will have frontage to a bitumen sealed road with access to Walcha. The road shall be constructed to Council's standards for rural roads.
- Each allotment to be created within a radius of between two (2) km and five (5) km of the township of Walcha will have frontage to a bitumen sealed road. The road shall be constructed to Council's standards for rural roads by the developer.
- New public roads created by the subdivision or the need for the existing roads to be upgrade by the subdivision shall be constructed in accordance with Council's Development Design and Construction Manual (AUS-Spec 1). All costs associated with the development are to be met by the developer.
- Cul-de-sacs will be of a sufficient width for manoeuvring of garbage truck and other semi rigid vehicles.

b) Water

- Each allotment to be created within a two (2) km radius of the township of Walcha is to be connected to a reticulated public water supply.
- Each proposed allotment to be created within a radius of between two (2) km and five (5) km of the township of Walcha is to be of sufficient size to enable the provision of an adequate potable water supply and a bulk water supply for fire fighting purposes.

c) Waste Disposal

- Each allotment to be created is to contain sufficient area for the on-site disposal of effluent in accordance with the requirements of Council and Department of Health.
- All lots must have suitable locations for the on-site management of wastewater in accordance with Council's [On-site Sewage Management Strategy](#).

d) Utility Services

- Each proposed allotment to be created shall be capable of being connected to a reticulated electricity supply and a telephone service. Written confirmation from the relevant public authority that these services are available shall be provided to Council.



e) Noxious Weeds

- Each application for subdivision of land must be accompanied by a Plan of Management for the control of noxious weeds. Conditions of consent may be imposed by Council with respect to the control of noxious weeds.

f) Bush Fire

- A Bushfire Risk Assessment must accompany applications for subdivision of bushfire prone land, providing an assessment that meets the requirements of *Planning for Bushfire Protection 2006*. Indicative Building Envelopes must be shown for any vacant lot clear of any bushfire asset protection zones (APZs).
- Vegetation clearing for bush fire asset protection zones, access requirements and the like must be supported by a detailed ecological assessment prepared by a qualified consultant.

g) Rural Amenity

- All prominent hilltops and ridges are to be preserved. Subdivisions should be designed so as to:
 - i. Exclude roads, powerlines and other services and amenities from hilltops
 - ii. Exclude dams and other earthworks from hilltops
 - iii. Any tanks and similar structures which are dependent upon gravity for their operation should be designed and located so as to blend in with the natural environment.
- Lot layouts should reflect site topography. Retain vegetation and scattered trees as natural features and to provide separation between lots and dwellings. Design new lots with the potential for building pads to be staggered and separated from their neighbours. Ensure road reserves have space for street trees. Enhance creeks as natural features. Consolidate remnant vegetation within a limited number of lots to facilitate better management of this vegetation.

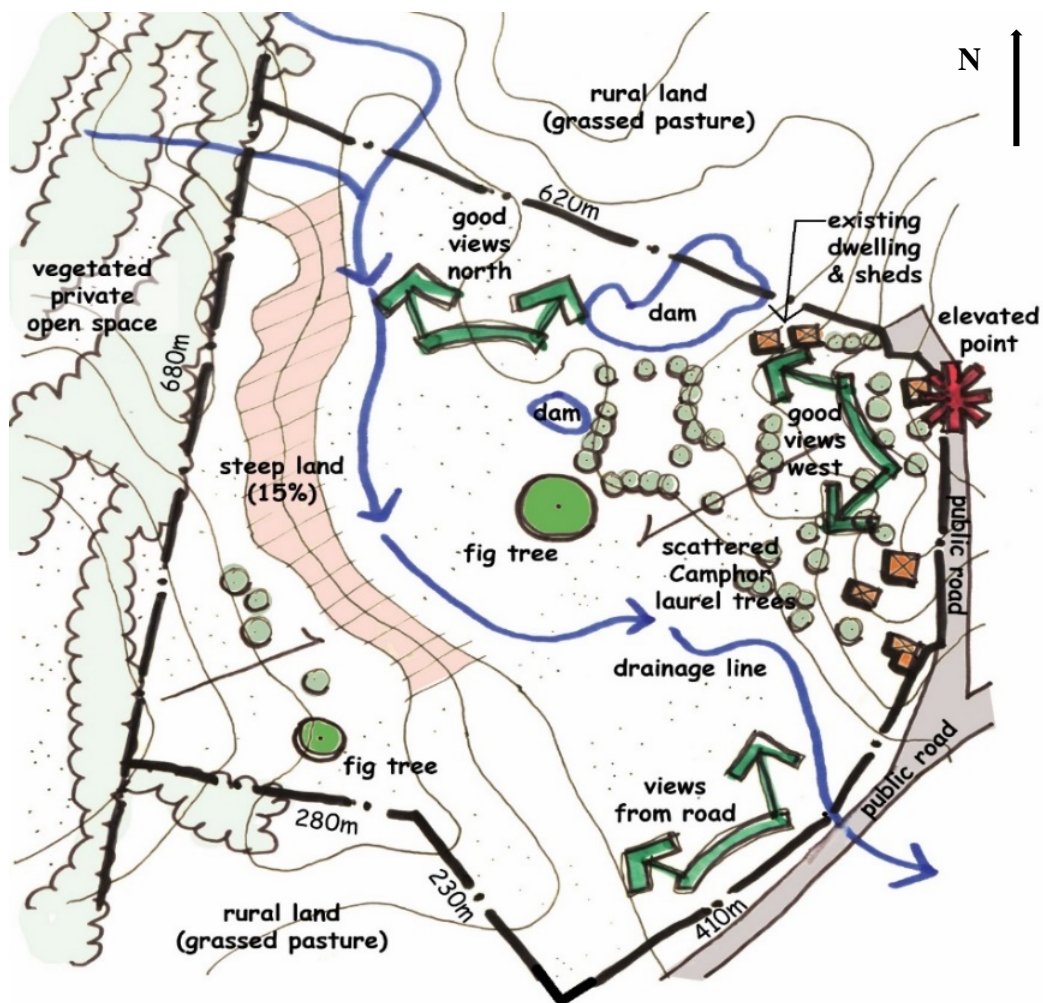
h) Koala Habitat

- The onus is on the applicant to demonstrate to Council that the land is not potential or actual Koala habitat and that the development will not adversely impact Koala habitat. [SEPP 44 Koala Habitat Protection](#) applies to the Walcha LGA.

NOTE: Refer to Section 4.6 and 4.11 for requirements for clearing of native vegetation and 'works' in the vicinity of a watercourse.

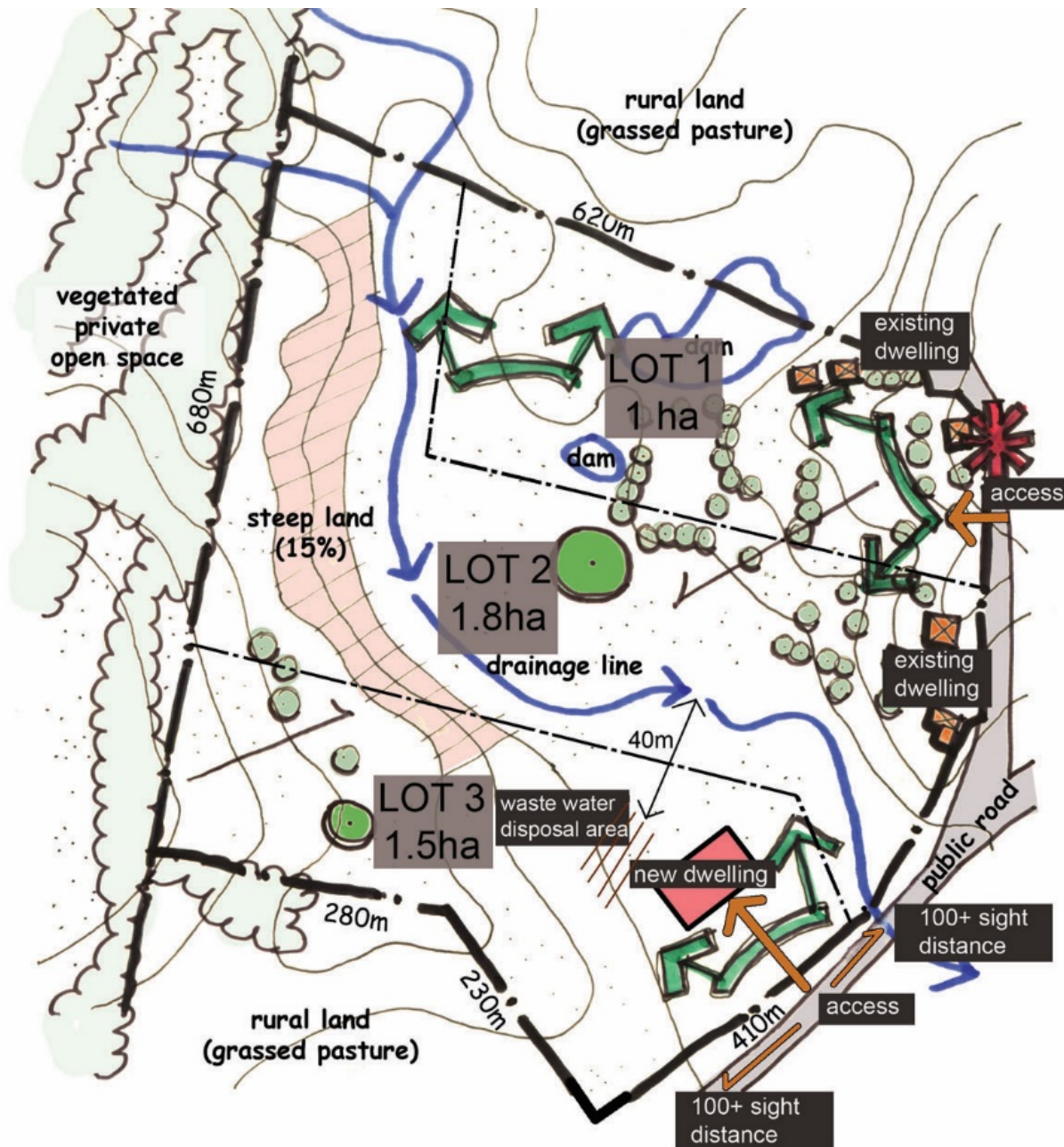


Sample: Site Analysis Sketch





Sample: Subdivision Concept Plan



6.7 Subdivision in Commercial and Industrial Areas

Where this Section Applies

The Section applies to the B2 Local Centre, B4 Mixed Use and IN1 General Industrial land use zones

Objectives

- To provide safe, convenient and attractive employment lands by:



- o Facilitating development that is consistent with the objectives for the Commercial and Industrial zones in the WLEP.
- o To ensure that the intensification of land use does not result in undesirable environmental consequences.
- o To implement the 'user pays' principle for the provision of services to the subdivision.
- o Providing flexibility and choice in land for commercial and industrial purposes.
- o To ensure that subdivision of employment land does not jeopardise the potential of that land for commercial or industrial purposes.

Controls

- a) Subdivision design and construction must comply with Council's relevant engineering guidelines.
- b) **Minimum dimensions** for the size and shape of proposed allotments do not apply. However, a development application for subdivision must be able to demonstrate that the size and shape of the allotments are appropriate for their proposed use and are able to accommodate business premises, car parking, landscaping and other requirements of the proposed development.
- c) **New roads** created by the subdivision or the need for the existing roads to be upgraded by the subdivision shall be constructed in accordance with Council's Development Design and Construction Manual (Aus-Spec 1). All costs associated with the development are to be met by the developer.
- d) The following **services** shall be provided to each lot at the subdivider's cost:
 - o reticulated water
 - o a sewerage connection
 - o kerbing and guttering
 - o stormwater drainage infrastructure
 - o electricity
 - o telephone service
 - o the necessary underground conduits for the passage of future service lines
 - o any easements required to facilitate the provision of services and/or inter-allotment drainage
- e) Council or an accredited contractor will carry out all works associated with connection to the existing reticulated water and sewerage network with full costs to be met by the developer.
- f) Evidence (provisioning certificates) demonstrating satisfactory arrangements for electricity and telephone services shall be provided prior to issue of the subdivision certificate.

CHAPTER 7 - DEVELOPMENT IN COMMERCIAL AND INDUSTRIAL AREAS

7.1 *About this Chapter*

The Walcha LGA comprises a number of areas that constitute 'employment lands' – i.e. areas that provide for job creation and ongoing employment. These areas are zoned for commercial or industrial land uses, and are intended to support the development and operation of various business enterprises. This chapter should be read in conjunction with the WLEP and other chapters of the DCP that are relevant for particular developments.

7.2 *Where this Chapter applies*

This chapter applies to land zoned Business (B2 Local Centre and B4 Mix Use) and IN1 General Industrial under the WLEP.



7.3 General Advice to Applicants

Different land uses are permissible within the business and industrial zones. Applicants are urged to check with Council's planning staff about the permissibility or otherwise of a proposed development early in the project planning stages.

The employment land zones each have different objectives in terms of the type of enterprise that is appropriate. Applicants and developers are encouraged to consider how their proposed development will fit within these.

7.4 Aims and Objectives

This chapter is intended to achieve the following:

- To reinforce the role of the town centre (B2 zone) as the main focus for retail and commercial activity within Walcha.
- Footpath displays are supported provided they maintain pedestrian safety.
- To provide guidelines for elements, such as the external appearance of buildings and landscaping, which contribute towards appropriate streetscape character.
- To ensure that the design of developments provides ease of access for pedestrians, including people with disabilities.
- To ensure that business and industrial development is served by the necessary physical infrastructure, including reticulated water supply and sewerage and drainage systems.
- To ensure that adequate vehicular access and parking is provided so as to protect the safety of other road users.

7.5 Controls

Change of Use

Developers are encouraged to consult with Council's staff prior to undertaking a change of use of premises in order to determine which of the following planning pathways would apply:

- a) Development consent is not required for certain change of use of premises that are listed as exempt development under S5.3 of the [Codes SEPP 2008](#).
- b) Change of use may also be permissible as complying development under the Codes SEPP. In this case, an application for a Complying Development Certificate will need to be lodged with Council or a private certifying authority.
- c) For a change of use of premises that does not fall into either of the above categories, a Development Application will need to be lodged with Council.

Access for Persons with Disabilities

- d) Adequate provision is to be made to enable persons with disabilities to gain access to the development and to the land on which the development is proposed to be carried out.
- e) The development is to comply with the relevant Australian Standard for access for disabled persons applying at the time the development application is lodged.

Height

- f) There are no LEP maximum building heights for employment lands. Maximum building height is merit based, however should not exceed 10 m or four (4) storeys.
- g) Development involving silos, concrete batching plants and the like, may involve elements of buildings that are greater than 10 m in height.

On-site facilities



- h) On-site facilities for garbage bin and recycling storage and service meters are to be designed to be physically convenient, visually attractive and require minimal maintenance.
- i) Garbage and recycling bin storage is not to be located at the street frontage.
- j) Where collection is not on the street frontage, adequate loading and turning areas for service vehicles is to be provided within the development.
- k) Adequate provision is to be made for the storage and handling of solid wastes generated by the development. The storage area is to be enclosed and the material stored is to be screened from public view.
- l) Provision is to be made for the installation and maintenance of Liquid Trade Waste management facilities where required.

Development on land adjoining land zoned R1 General Residential

- m) Business or industrial development on land adjoining a residential zone should be designed and oriented to reduce adverse amenity to surrounding residential land uses. Applications will be required to address the following:
 - Noise associated with the amount of traffic generated by the development.
 - The type of traffic generated by the development (cars, delivery vehicles etc).
 - Location of car parking and loading/unloading areas
 - Hours of operation.
 - Headlight glare from vehicles within the site.
 - Odour
 - Nuisance caused by illumination of the development for advertising and/or security reasons.
 - Visual impact associated with the setback of the development from the common property boundary and the design and scale of the development. Possible adverse impacts on the locality, including the above factors, should be considered when choosing the site and designing the development.

Energy efficiency

- n) Opportunities may exist to design layouts for a development which minimise winter heat loss and make use of solar energy. This may be achieved by:
 - Locating main office and/or retail areas on the north side of the building. Storage areas, toilets and other rooms requiring minimum climate control could be located away from the north side.
 - Walls set back sufficiently from the north site boundaries to enable winter solar access to the main north facing areas.
 - Buildings to incorporate window shading devices, such as eaves, verandahs and blinds, to reduce exposure from hot summer sun, especially on the western side of the building.
 - Landscaping that incorporates good solar design principles.

Services

- o) The following services should be provided to development for commercial or industrial purposes:
 - reticulated water
 - a sewerage connection
 - electricity, telephone and telecommunication services – underground reticulation
 - the necessary underground conduits for the passage of future service lines
 - any easements required to facilitate the provision of services and/or inter-allotment drainage
 - Developer to provide kerb and gutter and footpaths as required by Council.



7.6 Zone B2 Local Centre – Specific Considerations

This zone provides for a reduced range of residential accommodation to encourage mixed commercial and residential development within the town centre area. Single detached dwelling houses are discouraged other than as an ancillary land use to a permissible business development.

Note: An ancillary use is a use that is subordinate or subservient to the dominant purpose. The concept is important when a development involves multiple components on the same land.

- if a component serves the dominant purpose, it is ancillary to that dominant purpose;
- if a component serves its own purpose, it is not a component of the dominant purpose but an independent use on the same land. It is a dominant use in its own right. In such circumstances, the development could be described as a mixed use development.

Department of Planning & Infrastructure – Planning Circular PS 13-001

‘Shop top housing’ is actively encouraged to provide for housing that will decrease car dependency in the town centre.

Note: existing dwellings remain permissible under ‘existing use rights’ contained in Sections 4.65 to 4.70 of the EP&A Act.

Heritage Considerations

A number of heritage listed items are located within B2 zoned land. As such, any proposals for development within the B2 zone should be carefully checked to see whether heritage provisions will apply to the development. As heritage considerations can place significant restrictions on the type of development that can be undertaken, it is strongly recommended that potential developers contact Council planning staff early in the development process to discuss this.

For any development to be undertaken on Heritage Items, the provisions of *Chapter 9 Heritage* will also apply.

CHAPTER 8 - ACCESS AND PARKING

8.1 About this Chapter

This chapter of the DCP has been prepared as a guide to Council’s requirements for car parking, access and loading facilities as part of development proposals.

8.2 Where this Chapter applies

This Chapter applies to all zones under the WLEP 2012. This chapter applies to new development and re-development of existing sites.

8.3 Aims and Objectives

To ensure that new development:

- maintains or improves traffic safety and management;



- provides adequate provision for access and parking for people with disabilities;
- minimises the visual impact of on-site parking. and
- provides for the ongoing maintenance of on-site car parking and manoeuvring areas.

8.4 Access and Traffic Generation

Minor development proposals are unlikely to significantly impact the receiving road network, however, consideration of traffic generation and access locations is still required. For more significant developments, Council may require a Traffic Impact Assessment to be prepared addressing the following matters:

- Development involving access off a classified road (Oxley Highway) will be referred to the Roads and Maritime Services (RMS) for comment.
- *Traffic Generating Development* (Schedule 3 of [SEPP Infrastructure](#)) will be referred to the RMS as Integrated Development and will require their General Terms of Approval.
- The rate of traffic generation associated with the proposed development.
- Any impact additional traffic generated may have on traffic efficiency, amenity, safety, and road pavement life.

8.5 Vehicular Crossover and Driveway Width

Applicants are to lodge a Road Opening Application Form with Council, and receive a Road Opening Permit, prior to performing any work within a public road reservation. Any conditions of the Road Opening Permit are to be complied with in association with the work.

Urban Controls

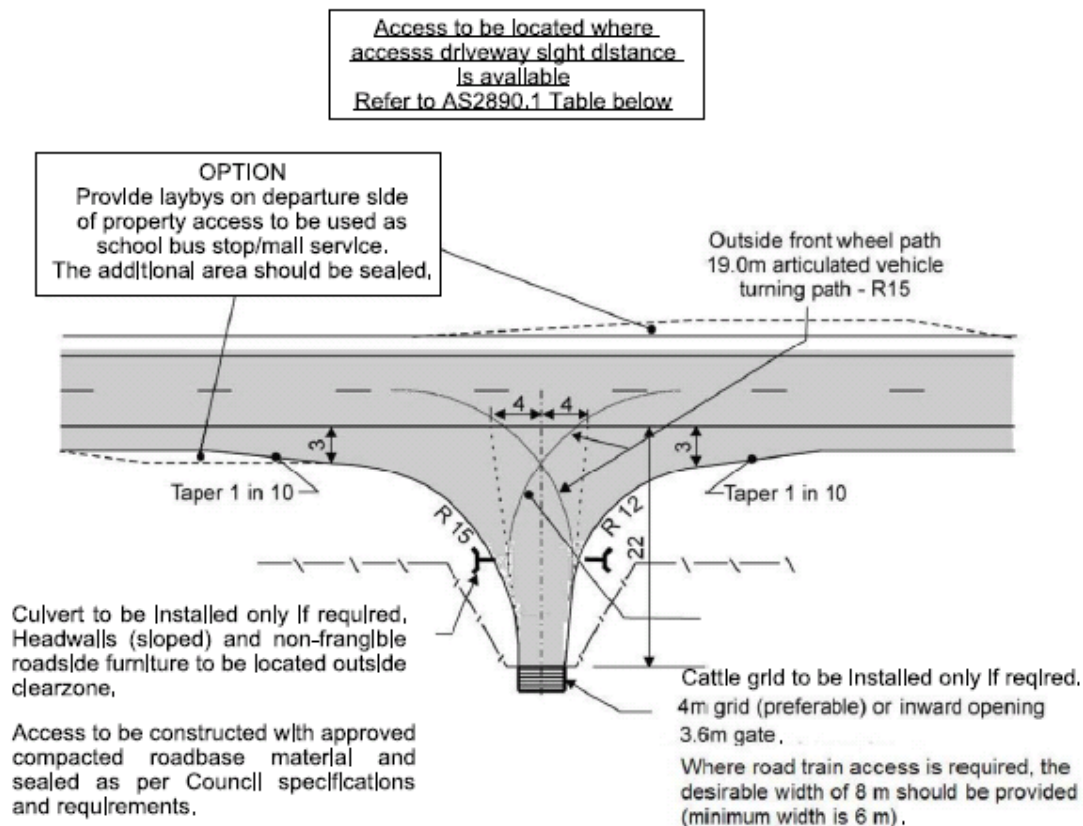
- a) Urban entrances must meet the 150mm high Kerb Crossing Standard. A copy of the Standard Vehicle Crossing specification is available from Council's Engineering Department upon request.
- b) All existing vehicular crossings not utilised by the development will generally be required to be removed, and the area restored to match the adjoining section of kerb and footpath, prior to occupation or use of the development.
- c) No access/access structure is to block an existing drainage channel, with all water to be drained in a manner that facilitates effective drainage of water.
Any disturbed ground or vegetation are to be suitably reinstated.
- d) A dial before you dig (DBYD) must be completed prior to commencing works. Walcha Council cannot guarantee the location of services, additionally Council is not responsible if services are encountered while constructing this access.

Rural Controls

- a) Rural entrances on sealed roads must meet the "Typical Rural Access Standards" shown in the diagram below '2 – Articulated Vehicles'.



TYPICAL RURAL ACCESS STANDARDS



2. Articulated Vehicles

Access Driveway Sight Distance
 (AS2890.1)

Speed Limit km/h	Sight Distance (rounded to nearest 5m)
50	70
60	85
70	100
80	110
90	125
100	140
110	155

NOTES:

- A: Council may require work to be undertaken to Auspec standards www.natspec.com.au
- B: All ongoing maintenance to rural property access is the responsibility of the property owner.



- a) There will be no requirement to seal a rural access that fronts an unsealed road, however the dimensions of the "Typical Rural Access Standards" will remain.
- b) Where the Typical Rural Access Standard is not achievable on an unsealed road due to vegetation or other constraints, the owner must convince the Engineering Department that heavy vehicles can safely enter and exit with their proposed design.
- c) All existing vehicular crossings not utilised by the development will generally be required to be removed, and the area restored prior to occupation or use of the development.
- d) No access/access structure is to block an existing drainage channel, with all water to be drained in a manner that facilitates effective drainage of water.
- e) Any disturbed ground or vegetation are to be suitably reinstated.
- f) All accesses are to be bitumen sealing with a splay from the edge of the existing bitumen to the boundary line to a standard approved by Council.
- g) No permanent objects are to be installed that will inhibit sight distance.
- h) All works to be undertaken within 3m of the road edge line must have a TCP for the works. If works will impact on traffic, traffic controllers must be on site.
- i) A dial before you dig (DBYD) must be completed prior to commencing works. Walcha Council cannot guarantee the location of services, additionally Council is not responsible if services are encountered while constructing this access.

8.6 *Parking Controls*

General

- a) Car-parking spaces are to be provided on the same lot as the proposed development. Multi-lot land holdings may require consolidation to comply with this control. (*Reason: To ensure car parking remains annexed to the approved development.*)
- b) Additional parking spaces required for any new development or redevelopment shall comply with the controls of this chapter and **Table: Off-street Parking Rates**.
- c) Accessible car parking spaces are to be provided in accordance with the [Disability \(Access to Premises - Buildings\) Standards 2010](#).
- d) Accessible car parking spaces are to be located as close as possible to the main pedestrian entrance and should have regard to the use and function of the building.
- e) Council will apply the controls of this Chapter if it considers a proposed Change of Use requiring consent will produce a substantially different parking requirement than those attributable to the previous use of premises.
- f) Development proposals that provide less parking than required by this Chapter shall be supported by a parking study.
- g) On-site parking design must meet the relevant Australian Standards (AS 2890.1 and 2890.2 2004).
- h) All required car parking areas, driveways, turning areas and loading areas are paved in either a bitumen seal coat, asphaltic or bituminous concrete, cement concrete, concrete paving blocks, or brick paving blocks. The standard of paving required will be dependent upon the type of development proposed, with regard to traffic loadings including turning movements of heavy vehicles.
- i) In villages and rural areas all-weather paving of driveways, turning areas, loading areas and car parking areas is required. Surface materials to be at the discretion of Council's Director of Infrastructure Services
- j) All parking spaces shall be suitably line-marked and sign-posted and be graded and drained to Council's stormwater system.
- k) Free and uninterrupted access to car parking areas shall be maintained at all times.

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.....General ManagerMayor



- l) Stacked car parking is only permissible in conjunction with single dwelling houses and dual occupancies. Exceptions to this control are at the discretion of Council.
- m) Car parking areas are to be incorporated into the building or provided at, or behind, the front setback of the building.

Table: Off-Street Parking Rates

Land Use	Minimum Parking Spaces Required
Bed and breakfast accommodation	1 per guest room
Bulky goods premises	1 per 50m ² Gross Floor Area (GFA)
Business premises	1 per 60m ² GFA
Cellar door premises	1 per 50m ² GFA
Community facility	1 per 5 seats or per 10m ² of GFA, whichever is the greater
Child care centre	1 per employee plus 1 per 10 children plus set down and pickup points for cars (parking study may be required)
Commercial premises (not listed separately)	1 space per 60m ² GFA.
Dwelling house and Dual occupancy dwelling	<ul style="list-style-type: none"> ❖ 1 space per 1 and 2 bedroom dwelling house ❖ 2 spaces per 3 bedroom dwelling house (may be stacked)
Farm Stay Accommodation	1 per guest room
Food and drink premises, excluding pubs	1 space per 30m ² GFA; / except for Walcha 1 space per 5m ² GFA or 1 space per 6 seats.
Freight transport facility	1 per employee
Function centre	1 per 5 seats or 1 per 4m ² GFA, whichever is the greater.
Industry	1 space per 100m ² GFA (minimum 2 spaces per single occupation)
Group home	<ul style="list-style-type: none"> ❖ 1 per 1 and 2 bedroom dwelling house ❖ 2 per 3 bedroom dwelling house
Health consulting rooms	3 per surgery, consultation or treatment room
Health services facility	3 per surgery, consultation or treatment room
Highway service centre	1 per 5 customer seats or 1 per 10m ² GFA (whichever is the greater) plus 1 per 2 employees
Home-based child care or family day care home	1 per employee
Home business and Home industry	1 per employee not resident at the site
Home occupation (sex services)	1 per person offering sex services, in addition to the number required for the residential accommodation



Land Use	Minimum Parking Spaces Required
Hospital	1 per 4 beds plus 1 per 2 employees
Kiosk	1 per employee
Landscape and garden supplies	1 space per 200m ² of site area and employee parking.
Liquid fuel depot	1 per employee plus tanker parking
Motel or hotel accommodation	1 space per unit, plus 1 space per 2 employees.
Market	2.5 per stall for customers plus 1 per stall operator
Medical centre	3 per surgery, consultation room or treatment room or 1 per 25m ² GFA (whichever is the greater)
Mixed use development	As required for each land use within the development
Moveable dwelling	<ul style="list-style-type: none"> ❖ 1 per 1 and 2 bedroom dwelling ❖ 2 per 3 bedroom dwelling ❖ 1 per dwelling if the dwelling is temporary and is not present on the site for more than 6 in every 12 months
Multi dwelling housing	<ul style="list-style-type: none"> ❖ 1 car space per 1 or 2 bedroom dwelling. ❖ 2 car spaces per 3 or more bedroom dwelling. ❖ 1 designated visitor space per 1-4 dwellings. ❖ 2 designated visitor spaces per 5-8 dwellings. ❖ More than 8 dwellings - 2 designated visitor spaces plus 1 visitor space for every 3 or part thereof additional dwellings.
Neighbourhood shop	1 per 20m ² GFA plus 1 per 3 employees
Office premises	1 space per 40m ² GFA.
Place of public entertainment	1 space per 10 seats or 1 space per 15m ² of main assembly area, whichever is the greater.
Place of public worship	1 space per 10 seats or 1 space per 15m ² of main assembly are, whichever is the greater.
Pub	<ul style="list-style-type: none"> ❖ 1 space per 40m² of licensed public floor area. ❖ Service delivery vehicles: <ul style="list-style-type: none"> ○ 1 per 50 units up to 200, plus 1 per 100 thereafter, plus 1 per 1000m² of public area (bar, tavern, lounge or restaurant).
Recreation facilities (indoor)	1 space per 25m ² GFA.
Registered Club	1 space per 4m ² of licensed public floor area.
Restaurant or café	<ul style="list-style-type: none"> ❖ 1 space per 30m² GFA, except for ❖ 1 space per 5m² GFA, or



Land Use	Minimum Parking Spaces Required
	<ul style="list-style-type: none"> ❖ 1 space per 6 seats ❖ Service delivery vehicles: <ul style="list-style-type: none"> o 1 per 50 units up to 200, plus 1 per 100 thereafter, plus 1 per 1000m² of public area (bar, tavern, lounge or restaurant).
Residential development, other than dwelling houses	<ul style="list-style-type: none"> ❖ 1 space for 1 & 2 bedroom units. ❖ 1.5 spaces per 3 bedroom units. ❖ 2 spaces per 4 bedroom units. ❖ 1 visitor car space per 2 units or part thereof.
Restricted premises	1 space per 30m ² GFA
Retail premises	1 space per 60m ² GFA
Rural supplies	1 per 40m ² GFA
Service Station	3 spaces per work by, plus 1 space per 30m ² GFA for a convenience store, plus 1 space per 3 seats for a restaurant.
Squash/tennis courts	3 spaces per court.
Vehicle repair station	3 spaces per work bay.
Vehicle sales or hire premises	1 space per 130m ² of display area, plus for vehicle servicing 3 spaces per work bay.

Land uses not listed in Table 8.1 are subject to a parking study and/or the discretion of Council.

Explanatory Notes

- *Gross Leasable Floor Area means the overall usable area of the building excluding amenities, stairways, lift wells and plant rooms.*
- *Ancillary or incidental uses will be assessed as part of the main user of the building i.e. the office of a supermarket will be included in the area of the supermarket and will not be treated as a separate office use.*
- *A use comprising a combination of two or more uses such as combined motor sales and repairs will be assessed as if the two uses existed independently and the required on-site parking provisions will be the aggregation of the independently derived requirements.*
- *"Bedroom" is taken to be any room which would be available for use as a bedroom without structural alteration to the dwelling.*
- *The parking provision for restaurants and function rooms may be reduced where it is demonstrated that the time of peak demand for parking associated with each facility does not coincide or where common usage reduces total demand. Each case will be considered on its individual merits.*
- *If the calculation of required car spaces results in a non-integer value such as 3.6, then this should be rounded up.*



CHAPTER 9 - HERITAGE

9.1 About this Chapter

The purpose of this DCP is to provide controls and guidelines for development within the Walcha Central Business District (CBD) area to:

- Create opportunities for quality development that will enhance the heritage character of the CBD area and improve connections to the Apsley River parklands
- Encourage development that will improve the overall character and amenity of the Walcha
- Provide a framework to guide future development.
- Maintain and enhance the character of the CBD area
- Maintain the importance of the CBD as the heart of the community
- Ensure that landscaping within future development proposals will complement the heritage significance of the CBD area
- Maintain the importance of civic areas and buildings.
- Encourage the inclusion of public art within new development proposals
- Facilitate pedestrian movement within the CBD, particularly in regard to mobility and access.
- To provide guidance to applicants on the matters which Council will consider during the assessment of Development Applications to which this chapter applies.

9.2 Where this Chapter applies

This chapter applies to the Walcha LGA.

9.3 General Advice to Applicants

Walcha is characterised by a mix of large and small scale locally and state significant heritage buildings, the majority of which have remained relatively intact in terms of their street presentation.

The desired built form of the town area is that new commercial development is compatible with and does not detract from the individual character of the Walcha township. All development should strive to achieve desirable social and economic benefits as well as meeting the heritage objectives of the Walcha LEP.

Council recommends that developers contact Council early in their design process and seek advice on heritage issues so that the design response can be more cost-effectively worked into the overall design solution.

9.4 Heritage Controls

Development proposals involving heritage items or nearby heritage items must comply with the controls listed below.

Controls

- a) Statement of Heritage Impact (SOHI) is to accompany any application for building alterations or works to an item of environmental heritage listed on Schedule 5 of the WLEP 2012.
- b) The SOHI should address:
 - Impact the proposed works will have on the item's heritage significance; and
 - Measures proposed to mitigate negative impacts.



- Identify whether the existing or proposed building are significant, contributory or non-contributory to understand the role that each building plays within the streetscape.
- A building that is 'contributory' may be adjoining a building that is 'significant' and therefore should not detract from that adjoining heritage building through the appropriate use of materials and colours

c) Alterations & Additions

d) Design Principles

All new development will aim to meet the overall principles provide in Table: Design Principles below:

Table 9.1: Design Principles

Principle	Method
New building designs and/or additions or alterations are to reflect the important character / heritage elements of the site.	Being in scale and character with the existing building form.
	Utilising similar shapes, massing materials, colours and vegetation.
	Being non-intrusive.
	Not adversely affecting the existing streetscape or locality identity.
The design of first floor residential (shop-top) or commercial buildings shall be diverse and liveable by incorporating some or all of these elements.	<ul style="list-style-type: none"> ❖ decks ❖ verandahs/awnings ❖ window hoods ❖ wide eaves ❖ climate control windows ❖ heritage features/trim
Accessibility	New buildings and alterations to existing buildings are to incorporate disabled access and facilities in accordance with AS 1428.
	Parking areas, footpaths, recreation areas, outdoor dining areas and other public spaces are to be designed as barrier-free environments for people with disabilities.



9.5 CBD - General Controls

All development proposals in the CBD area must aim to be consistent with the Controls provided below. Council will consider variations where it can be demonstrated that alternative proposals result in a better outcome in terms of maintaining or improving the heritage values of the CBD area.

Table 9.2: General Controls

	Element	Control
a)	Awnings	All buildings with frontage to Derby and Fitzroy Streets shall include awnings for shelter. These must align with adjoining buildings to provide a continuous protection
b)	Height	A maximum building height of 8.5m at street frontage is permitted.
c)	Car parking and access	Where rear lane access is viable, this shall be used for direct vehicular access and service instead of the main streets.
		Rear laneways are required to upgraded and re-surfaced include roll-over guttering.
		On site car parking at the rear of commercial premises is to be in accordance with Chapter 7 Access and Parking.
		Bays shall be located so that vehicles do not utilise the main streets for loading and unloading.
d)	Signage	Signs that detract from the heritage character of the area are not permitted.
	- Under Awning/Verandah Sign	<p>A sign attached underneath the awning or verandah at right angles from the façade of the building:</p> <ul style="list-style-type: none"> ❖ Width 2.4m ❖ Depth 0.5m ❖ Height - No less than 2.6m above pavement. ❖ Not to protrude beyond awning.



	<ul style="list-style-type: none"> - Wall sign 	<p>A sign attached directly to the wall of the building or painted directly onto the wall excluding signs including the parapet of the building. Not to be erected on walls facing adjoining properties.</p> <p>❖ 25% of wall area</p>
	<ul style="list-style-type: none"> - Floodlit Sign (Illuminated by an external source of artificial light) 	<p>Must not be intrusive to adjoining properties.</p>
	<ul style="list-style-type: none"> - Banner Sign (A soft canvas or plastic material sign bearing names, numbers and / or pictures and is visible from a public place. Banners are usually fixed to a solid frame or posts. This includes blade signs) 	<p>May only be erected for a total period of one (1) month.</p>
e)	Access	<p>All new access should be sympathetic and, where possible, reversible. The general form, materials, finish and compatibility with architectural details of the original design should guide design yet comply with relevant Australian Standards.</p>
f)	Services	<p>Service structures, and plant and equipment within a site, should be an integral part of the development and should be suitably screened.</p>
g)	On-site Loading and Unloading	<p>Facilities for the loading and unloading of service vehicles should be suitably screened from public view and when viewed from the street.</p>



9.6 CBD – Signage Controls

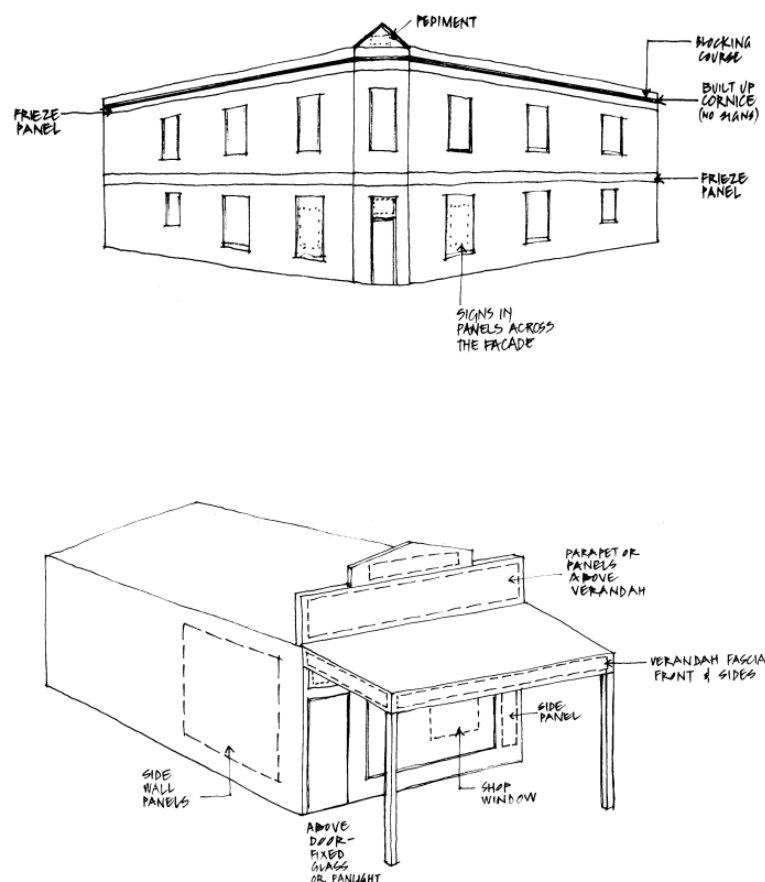
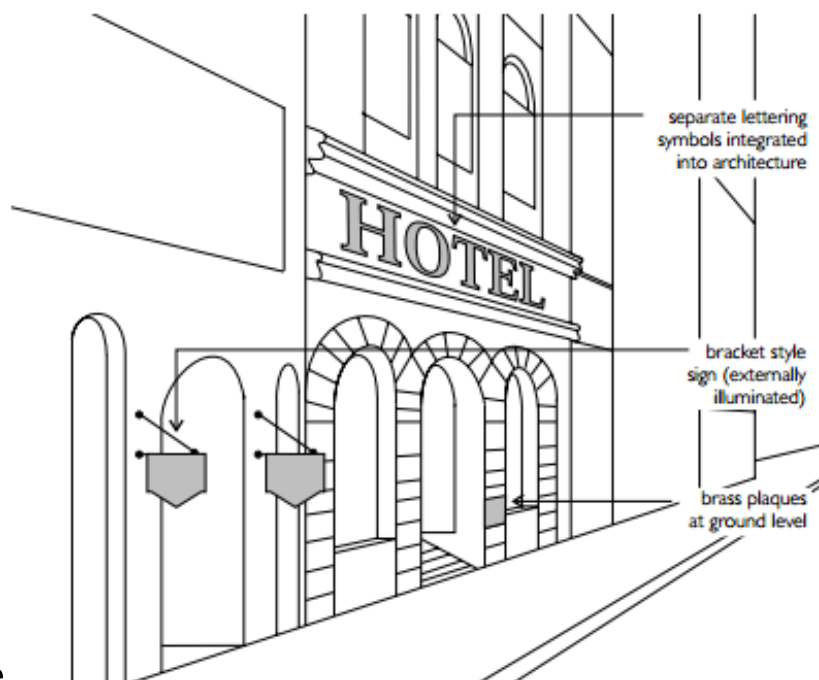
The following types of signs **do not** contribute to the character of the CBD area and are not supported by Council:

	Sign	
a)	Advertising Fixed to Trees	Any sign that uses a tree as a pole for mounting
b)	Above Awning Signs	Signs mounted above the awning or verandah of a building.
c)	Billboards	Additional billboards where the structure is erected for the express purpose of displaying advertising not associated with the use of the land are prohibited.
d)	Bunting	Small flags attached to a single string mounting between posts or poles usually associated with Motor Vehicle retailing.
e)	Illuminated Wall Signs	Signs mounting directly onto the building above the level of the verandah or awning.
f)	Corporate Building Signs	Painting buildings to reflect corporate colour schemes as a method of drawing attention to the building is considered to be an extension of advertising signage and will not be permitted.
g)	Flashing Signs	Illuminated at frequent intervals by an internal source of light.
h)	Novelty Signs	Odd shaped signs often three dimensional incorporating items such as cars, wine barrels, "big" product samples etc Generally prohibited. Discuss with Council's planning staff prior to installation.
i)	Vehicle Signs	Cars, trailers or equipment bearing advertising material do not make a positive contribution to the area and should not be parked for the express purpose of advertising or providing direction to a business.
j)	Window Sign	A sign applied on or inside the glass of windows and doors, or etched, painted or attached to the glass.

Illustration 9.1

Preferred

Signage



Source: Conservation Guidelines for Historic Signs and New Signs on Heritage Buildings



CHAPTER 10 – SHIPPING CONTAINERS

10.1 *About this Chapter*

Shipping containers are considered a 'building' under the EP&A Act and as such may require development consent unless the development is Exempt Development.

10.2 *Where this Chapter applies*

This Chapter applies to the Walcha LGA.

10.3 *Exempt Development*

The [Codes SEPP](#) provides some exemptions from the requirement to obtain development consent for the placement of certain shipping containers. These exemptions relate to:

- Certain farm buildings (see Subdivision 16 of the Code SEPP)
- Building site shed, office or associated structure (temporary) (see Division 3 of the Code SEPP)

If a proposed shipping container development meets the development standards of the SEPP then development consent is not required.

If a development proposal involving a shipping container is not exempt development then development consent is required prior to the installation of any shipping and/or storage container on any land. A Development Application is required. In assessing an application, the following controls are applicable.

10.4 *Controls*

General Standards (All zones)

- a) Containers must comply with the criteria specific to the zone of the property (below).
- b) Containers must not be located over water, wastewater or stormwater mains or dedicated drainage easements.
- c) Containers must not be located over effluent treatment disposal areas/systems.
- d) Containers must not be located over gas lines or underground power lines.
- e) Setbacks to overhead powerlines must comply with the requirements of the relevant electricity authority.
- f) Containers must be screened from the streetscape by suitable vegetation or other appropriate screening.
- g) Containers will not be permitted in flood prone areas.
- h) Containers must be painted a neutral colour to blend with the surrounding natural environment and built structures, with the proposed colour to be approved by Council.
- i) Containers must not be stacked.
- j) Containers will not be permitted in Heritage Conservation Areas or on lots containing a Heritage Item unless they are approved on a short-term basis (less than 2 years) in conjunction with an approved Development Application and Construction Certificate for specific works.
- k) Containers must not contain sanitary facilities or be used for the collection of rainwater.
- l) Containers must be placed on flat, solid ground. Any associated earthworks (cut & fill) must be in accordance with the [State Environmental Planning Policy \(Exempt and Complying Development\) 2008](#) (Subdivision 15 – Earthworks and retaining walls).
- m) Containers must not be used to store contaminated or hazardous materials.

For Residential, Village or Rural Residential zones:

(R1 General Residential Zone, RU5 Village Zone, R5 Large Lot Residential Zone)



- a) A maximum of one (1) container with a maximum size of 12.2 m x 2.2 m (40 x 7 feet) per property.
- b) Containers must not be located within the front building setback (6 metres from the boundary facing a road). Note: This applies to both frontages for corner allotments.
- c) Containers must not be located forward of the building line on any parcel of land within the zone (building line being the setback associated with an existing dwelling erected on the property).
- d) Containers must not be located any closer than one (1) m from side and/or rear boundaries
- e) Containers must be located within any building envelope associated with the lot.
- f) Containers must be used for domestic storage purposes only.

For Rural and Environmental zones:

(RU1 Primary Production, Zone RU4 Primary Production Small Lots, E4 Environmental Living)

- a) A maximum of one (1) container per allotment is permissible if it is in accordance with Subdivision 16 of the Code SEPP. Additional containers require Development Consent.
- b) Containers must not be located within fifty (50) metres of the front, side or rear boundaries of a property and must comply with setback standards that apply to the particular parcel of land and be within any specified building envelope for that parcel.
- c) Containers must be used for domestic or agricultural storage purposes only.

For Industrial zones:

(IN1 General Industrial)

- a) Containers being stored on industrial land for the purpose of re-sale or hire will not be required to meet all setback requirements provided they are not being used for storage or other purposes. If used for storage or other purposes, approval is required and the requirements of the NCC and the appropriate authority will apply.
- b) The placement and use of shipping containers in Industrial zones shall be dealt with on a case-by-case merit basis following submission of a Development Application.

For Business zones:

(B2 Local Centre, B4 Mixed Use)

- a) Containers will only be approved on a temporary basis, for a maximum of 12 months.
- b) Containers must not encroach upon any existing car-parking spaces.
- c) Containers will be assessed as a BCA Class 7 building and as such will be assessed for fire rating and essential services.

CHAPTER 11 - ERECTION OF ADVERTISEMENTS AND ADVERTISING STRUCTURES

11.1 About this Chapter

This section of the DCP provides Council's specific requirements for Signage development. Consideration should also be given to the provisions contained within [*State Environmental Planning Policy \(SEPP\) 64 - Advertising and Signage*](#) and the corresponding *Transport Corridor Outdoor Advertising and Signage Guidelines*. The Codes SEPP lists certain signage that may be erected without the need for development consent. Signage within land that is listed on the State Heritage Register under the Heritage Act 1977, or that is subject to an interim heritage order under that Act requires development consent.

Part 4 of SEPP 64 provides definitions for signage. SEPP 64 assessment criteria is reproduced at the end of this Chapter.



11.2 *Where this Chapter applies*

This Chapter applies to the Walcha LGA.

11.3 *Aims and Objectives*

The aims of the Plan are to ensure that advertisements and advertising structures:-

- Are compatible with the desired amenity and visual character of an area; and
- Provide effective communication in suitable locations; and
- Are of high quality design and finish; and
- Provide time-limited consents for the display of certain advertisements.
- Footpath displays are supported provided they maintain pedestrian safety.

11.4 *General Requirements*

The following matters will be taken into consideration when assessing development for signage:

- (a) the aims and objectives of this chapter;
- (b) the effect of the proposal on the landscape or scenic quality of the locality;
- (c) the character, location, siting, bulk, scale, shape, size, height, density, design or external appearance of the proposed development;
- (d) the relationship of the advertisement and advertising structure to the public to which it is directed, especially whether it or the advertising contained within is:
 - Appropriate in size and scale to the lawful speed of travel of any motor vehicles on an adjacent road.
 - Appropriate to the purpose of the public place
- (e) Relevant matters under Section 4.15 of the *Environmental Planning and Assessment Act, 1979*.
- (f) The level of safety of the travelling public will be determined by referring the application to the Local Traffic Committee.

11.5 *Advertisements and advertising structures in rural zones*

Advertisements and advertising structures in rural zones are permitted only where the advertisement and advertising structure(s) is/are either:

- (a) A "temporary advertisement and advertising structure".
- (b) Advertisements and advertising structures placed on land for the specific purpose of directing the travelling public to places where:
 - The advertisement and advertising structure related to a building or place; and
 - The principal purpose of the advertisement and advertising structure is to direct the travelling public to that building or place.
- (c) The size of the advertisement and advertising structure is to be no smaller than four (4) square metres and no larger than nine (9) square metres. The length of the structure is to be no more than double the height of the structure and the height of the structure is to be no more than double the length of the structure. (This does not apply to temporary advertisements and advertising structures).
- (d) Council will not permit the erection of any advertisements and advertising structures within 5km of the Walcha town boundary.
- (e) No advertisement or advertising structure will be permitted within 1.5km from an existing advertisement and advertising structure.
- (f) Advertisement and advertising structures may be permitted on both sides of the road on private property adjacent to the road reserve.



- (g) Advertisement and advertising structures are to be constructed utilising single supports located immediately adjacent to the advertisement and advertising structures. Support stays will not be permitted.
- (h) The distance from the ground to the top of the advertisement shall not be more than six (6) metres.
- (i) Advertisement and advertising structures may be double facing. If they are not double faced, they will be required to be treated to present an "aesthetic pleasing" surface to road users.
- (j) Luminous material may be used subject to it not having a negative impact on the road users.
- (k) Only one advertisement and advertising structure per business / organisation will be permitted on each of the approaching roads to Walcha.

11.6 Sandwich Boards

Council will consider applications for sandwich boards to be displayed on the footpath or road reserve in the B2 Local Centre, B4 Mixed use, RE1 Public Recreation or R1 General Residential zones.

Sandwich boards are to meet the following standards:

- (a) The structure must be no more than 1.2m in height and 0.9m in width;
- (b) The information on the advertisement is to relate to the business name, hours of operation, services provided and the like;
- (c) The application for a second structure for any one business will be considered on its merits. Instances where a second structure may be considered include corner allotments, or, shops with long frontages and more than one entrance;
- (d) The structure must be placed in front of the business, or if the structure would not be readily visible if placed in front of the business, it may be placed at the front of the allotment;
- (e) The structure may advertise two adjoining businesses, that is, one advertisement for business A on one side and one advertisement for business B on the other, and may be placed on the boundary of the adjoining shop front;
- (f) The advertisement must be positioned so that it does not impede pedestrian or vehicular traffic and is not a safety hazard;
- (g) The advertisement must only be displayed during in business opening hours, and must be able to be repositioned easily (i.e. cannot be chained, bolted or tied down at any time);
- (h) Prior to the display of the sandwich board, the applicant must provide proof to Council with the application that public liability insurance of not less than \$20 million dollars has been obtained and which indemnifies Council against any actions, claims and proceedings in respect of the structure and the advertisement displayed thereon.

11.7 Temporary Advertisement and Advertising Structures

Council will consider applications for temporary advertisement and advertising structures to be displayed on the footpath or road reserve in the B2 Local Centre, B4 Mixed use or R1 General Residential zones.

- (a) These advertisement and advertising structures must not be displayed earlier than twenty- eight (28) days before the day on which the event is to take place and must be removed within seven (7) days after the event.
- (b) These advertisement and advertising structures may include banner type advertisement and advertising structures.
- (c) Council will not permit advertisement and advertising structures to extend from one side of the street / road to the other.



11.8 *Advertisement and Advertising Structures Prejudicial to Traffic Safety*

Council will regard advertisement and advertising structures as prejudicial to the safety of the travelling public (and require their removal) if:

- (a) they obscure or interfere with road traffic advertisement and advertising structures;
- (b) they obscure or interfere with the view of a road hazard or on-coming vehicle or any other vehicle or person or other obstruction which should be visible to drivers and other road users
- (c) they give instructions to traffic by the use of the words "halt", "stop" or other directions or initiate traffic advertisement and advertising structures in respect of shape, colour etc.
- (d) they can be programmed; move; use flashing or chasing lights or are highly reflective or intense enough to impair a driver's vision or to distract the driver's attention;
- (e) They are situated where road conditions require higher levels of driver concentration, eg where sight distance is limited on curves, at important intersections, near traffic signals near level crossings, at merging and diverging traffic sites or within the driver decision distance (generally 100-200 metres) at such locations.

11.9 *Ongoing Maintenance*

The responsibility for the care and maintenance of the advertisement and advertising structures rests with the landowner.

All advertisement and advertising structures must be maintained to an adequate standard. Council will take any necessary action to ensure that damaged, dilapidated or unsafe advertisement and advertising structures are repaired, replaced or removed. In this regard the following will apply:

- (a) A letter will be sent to the property owner requesting the repair or removal of the non complying advertisement and advertising structure within seven (7) days.
- (b) If no response is received, a *Notice of Intention to Serve an Order* will be issued under Section Schedule 5, clauses 8 and 9 of the EPAA specifying when an Order will be issued, the terms of the proposed Order and the period for compliance with the proposed Order.
- (c) If no response is received within fourteen (14) days, an order will then be issued under Section Sections 9.34, 9.35, 9.36 and Schedule 5, Parts 1-3 of the EPAA for removal of the advertisement and advertising structure.
- (d) If the order is not complied with and the advertisement and advertising structure is not removed within the stated time frame, Council may issue a Penalty Infringement Notice (PIN 8188) and remove the advertisement and advertising structure with all costs recoverable from the owner of the land.

11.10 *SEPP 64 (Schedule 1) – Assessment Criteria*

1. Character of the area

- Is the proposal compatible with the existing or desired future character of the area or locality in which it is proposed to be located?
- Is the proposal consistent with a particular theme for outdoor advertising in the area or locality?

2. Special areas

- Does the proposal detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas?



3. **Views and vistas**
 - Does the proposal obscure or compromise important views?
 - Does the proposal dominate the skyline and reduce the quality of vistas?
 - Does the proposal respect the viewing rights of other advertisers?
4. **Streetscape, setting or landscape**
 - Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape?
 - Does the proposal screen unsightliness?
 - Does the proposal contribute to the visual interest of the streetscape, setting or landscape?
 - Does the proposal reduce clutter by rationalising and simplifying existing advertising?
 - Does the proposal protrude above buildings, structures or tree canopies in the area or locality?
5. **Site and building**
 - Is the proposal compatible with the scale, proportion and other characteristics of the site or building, or both, on which the proposed signage is to be located?
 - Does the proposal respect important features of the site or building, or both?
 - Does the proposal show innovation and imagination in its relationship to the site or building, or both?
6. **Associated devices and logos with advertisements and advertising structures**
 - Have any safety devices, platforms, lighting devices or logos been designed as an integral part of the signage or structure on which it is to be displayed?
7. **Illumination**
 - Would illumination result in unacceptable glare?
 - Would illumination affect safety for pedestrians, vehicles or aircraft?
 - Would illumination detract from the amenity of any residence or other form of accommodation?
 - Can the intensity of the illumination be adjusted, if necessary?
 - Is the illumination subject to a curfew?
8. **Safety**
 - Would the proposal reduce the safety for any public road?
 - Would the proposal reduce the safety for pedestrians or bicyclists?
 - Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas?

CHAPTER 12 – DEVELOPMENT IN GATEWAY AREAS

12.1 About this Chapter

There are four main gateway approaches into Walcha being Thunderbolts Way, northern and southern approach, and the Oxley Highway eastern and western. It is important that as these sites are developed, an aesthetically pleasing town entrance vista is maintained and where possible enhanced. This chapter provides guidance to help ensure that this is achieved.

12.2 Where this Chapter applies

This chapter applies to development within the Walcha Shire.



12.3 *Aims and Objectives*

- To ensure that the gateway areas of Walcha provide an inviting and pleasing vista for those travelling into the township of Walcha.
- To ensure development in gateway areas serves to enhance the overall landscape and streetscape.
- Development within the gateway areas should contribute towards an attractive streetscape and a significant aspect of this is the provision of landscaped areas along site frontages

12.4 *General Advice to Applicants for Development*

A pre-lodgement meeting with Council is recommended in the conceptual planning stages of any development.

12.5 *Acceptable Solutions*

Controls

Given the diversity of developments permitted within the zones, landscaping is one of the few elements which can provide a unifying theme towards creating an established streetscape. A landscaping plan is to be submitted with any development application.

The landscaping requirements and guidelines for development are:

- a) The area between the front site boundary and the building line is to be landscaped.
- b) Car parking areas are permitted between the front site boundary and the building line but only if the car park is suitably screened from public view with landscaping.
- c) High fences or walls along site boundaries adjacent to public roads are not considered desirable. However, where they may be required for noise attenuation or security purposes and the like, the fence or wall is to be set back at least 1 metre from the front boundary and the area between the fence or wall and the front boundary is to be landscaped to reduce its visual impact.
- d) Unutilised parts of the site are to be landscaped.
- e) Existing trees are to be retained where possible.
- f) Landscaped areas are to be properly established and maintained. Particular attention should be given to the types of landscaping materials (including plants, fencing and paving) to be used so as to achieve a durable and low maintenance landscaped area;
- g) Large car parking areas are to use landscaping to break up the visual impact of the expanse of sealed surface and to provide shade.
- h) Trees are to be planted to shade buildings, especially deciduous trees planted to control north sun entry to window.

CHAPTER 13 – STATEMENT OF ENVIRONMENTAL EFFECTS REQUIREMENTS

13.1 *What Is a Statement of Environmental Effects?*

A Statement of Environmental Effects (SoEE) is a document that is to be submitted with a development application (DA) that puts forward reasons why the development is suitable for the area. The document should state what the impacts of the development are on the natural and built environment and how these impacts are going to be managed.



The SoEE informs Council how the environment has been taken into account and why, if impacts do occur, they are acceptable. The matters listed below are not exhaustive and additional matters may be relevant, depending on the type of development proposed and the constraints of the land.

13.2 Requirements

The [Environmental Planning and Assessment Regulation 2000](#) requires that a SoEE must provide an assessment of the following matters:

- Environmental planning instruments and policies, including:
 - WLEP 2012
 - State Environmental Planning Policies *
- the environmental impacts of the development;
- how the environmental impacts of the development have been identified;
- the steps to be taken to protect the environment or to lessen the expected harm to the environment;
- where development is likely to significantly affect threatened species, populations or ecological communities, or their habitats, a species impact statement is required to be submitted;
- BASIX certificate; and
- an assessment of matters (terrestrial and aquatic environment) specified in Section 1.7 of the [Environmental Planning and Assessment Act 1979](#).

The following State Environmental Planning Policies may be relevant to many local development proposals and if applicable, must be addressed in the SoEE:

- [State Environmental Planning Policy No 44—Koala Habitat Protection](#)
- [State Environmental Planning Policy No 55—Remediation of Land](#)
- [State Environmental Planning Policy \(Building Sustainability Index: BASIX\) 2004](#)
- [State Environmental Planning Policy \(Infrastructure\) 2007](#)
- [State Environmental Planning Policy \(Vegetation in Non-Rural Areas\) 2017](#)
- [State Environmental Planning Policy \(Primary Production and Rural Development\) 2019](#)

*** NOTE: there are other SEPPs than may be relevant to certain development proposals. It is the applicant's responsibility to consider applicable SEPPs. All SEPPs may be found here: [NSW Legislation](#). Look up "S" under the Browse in Force / EPIs.**

Complex development proposals such as medium density residential development, commercial and industrial development requires consideration of the following issues:

- Appropriateness of built form and landscape in relation to the site context, topography and urban character.
- Building arrangement and their relationship to streets and open spaces.
- Location, function and opportunities for casual surveillance of open space
- Energy efficiency in building design.
- Heritage and conservation opportunities and constraints.
- Crime prevention through urban design.