PSP 1
GENERAL –
INFORMATION REQUEST

Planning Scheme Policy No.1 – Information Requests – General Assessment of Development Applications

1.0 EXPLANATION

(1) This Policy sets out the basis for information that Council may request from an applicant so as to assist in the assessment of a development application.

(2) Technical assessments requested of an applicant should be undertaken by a suitably qualified and experienced professional.

2.0 INFORMATION FOR ASSESSMENT -

A – GENERAL:

For a development application involving the following circumstances, the relevant assessments listed below may be requested from the applicant:

(1) ***on known or likely unstable or steep lands – a geotechnical assessment*** addressing:

a. existing physical characteristics regarding topography (details at 1m contour intervals), vegetation and sub-surface/soil conditions,

b. impacts of development on the characteristics related to earthworks, interference with surface/ground waters, foundations, on-site effluent management, clearing and revegetation, and

c. measures to manage impacts to a level where assets and public safety on the site and surrounds are protected during construction and operations.

(2) ***on registered or possible contaminated sites – a site contamination assessment*** to clarify the extent and nature of contamination and determine means to remove or manage impacts from site contamination to permit the safe and effective development of the site as proposed.

(3) ***on lands subject to flooding or major stormwater flows - a flood and stormwater quantity assessment*** by a Registered Professional Engineer in Queensland identifying the:

a. likely probability, depth, volume and velocity of flows across a site pre and post development,

b. likely impacts of the proposal on upstream/downstream hydraulic regimes in terms of depth, duration, flows or velocity (including consideration of bank stability), and

c. measures to address likely drainage impacts including by way of the appropriate location and treatment of assets and infrastructure. (NB Any stormwater discharging onto or through a nearby private property is supported by the approval from the affected property owners).

(4) ***if requiring infrastructure works which will form part of the Local Government network - an infrastructure report*** outlining impacts on network capacity and measures to address infrastructure impacts having regard to nearby existing and future development.

(5) ***on lands in the Business and Commercial zone or at entries to towns and villages – a visual impact assessment*** addressing:

a. key elements of value in the area in terms of townscape, streetscape and landscape,

b. visual impacts on the setting as established through use of sketches, elevations and photographs, and

c. measures to minimise visual impacts to an acceptable level through the sensitive location of buildings and infrastructure, use of materials and design (ie height/bulk) that complement the setting or use of screening or softening landscaping.

(6) ***if creating or worsening traffic problems – a transport impact assessment*** considering the:

a. impacts on the safety and efficiency of existing networks and intersections, and

b. measures to manage traffic impacts to an acceptable level relative to access, parking, traffic and local amenity.

(7) ***if significantly altering socio-economic conditions in the locality or impacting negatively on community services and facilities – a social impact assessment*** considering:

a. existing conditions,

b. need for the project,

c. impacts on conditions/profiles, and

d. measures to manage socio-economic impacts so as to yield community benefits or to ensure no net worsening of existing socio-economic conditions.

(8) ***for all development applications – a Proposal Plan*** that:

a. has a Drawing Number and Author (being a registered professional),

b. indicates full registered property details (including the dimensions and metes and bounds of property boundaries), a site locality inset showing the location of the site as well as its relationship to surrounding buildings and the name and width of abutting roads,

c. is scaled, dimensioned and dated, with a north point and contours or spot levels sufficient to determine slopes over 15% in gradient and known flood and drainage problem areas,

d. indicates existing improvements, services and vegetation and whether they are proposed to remain or are to be removed,

e. nominates proposed improvements including parking/access arrangements, elevations and internal layout of buildings as well as the location and design of signage, and

f. defines the extent of clearing and any existing and future earthwork levels.

(9) ***if developing land for a noise sensitive premises adjacent to a collector or higher order road (as depicted on the Zone maps) or an operational rail line – a noise report*** establishing that the noise levels from the network into the next 10 years can be rendered acceptable under the *Environmental Protection (Noise) Policy* by measures such as buffer distances, building construction techniques or noise attenuation measures (screened barriers/fences or landscape mounds) which can be provided for in any subsequent works approvals.

(10) ***for operational works which will become part of the Local Government infrastructure network – detailed working plans and specifications*** by a Registered Professional Engineer in Queensland which accord with relevant Standards and Codes.

B. MATERIAL CHANGE OF USE:

For a development application for making a material change of use involving the following circumstances, the relevant assessments listed below may be requested from the applicant, which are in addition to general matters specified in 2.0A above:

(1) ***if the use may affect the economic viability of the Business and Commercial Zone – an economic impact assessment*** considering:

   a. existing/approved commercial floor space in the likely service catchment,

   b. public need/demand in the service catchment and the adequacy of existing services to fulfil the need/demand,

   c. potential for over supply of commercial services,

   d. timeliness of the proposal and the appropriateness of the location so as to effectively service demonstrable public need, and

   e. traffic impact management.

(2) ***if the use is near a sensitive receptor – a noise assessment report*** determining likely detrimental impacts and measures to control the impacts to an acceptable level.

(3) ***if the use creates potential for off-site environmental harm, safety hazard or risk[1] – a hazard and operability study (HAZOP)*** determining environmental harm or health and safety risks and measures to manage such in compliance with legislation and Australian Standards[2].

(4) ***if involving flood lighting – a lighting impact assessment*** quantifying likely impacts from glare and overspill and measures to avoid local nuisance or hazard relative to residents and traffic operations in the area.

C. EARTHWORKS:

For a development application involving earthworks, the relevant mapped/reported details listed below may be requested from the applicant:

(1) existing site levels, vegetation and drainage,

(2) affects of proposed earthwork levels on flooding (including relative to surrounding sites), land stability, habitats, adjoining properties, public utilities, easements and the like having regard to proposed buildings and infrastructure,

(3) sources of clean fill,

(4) approach to construction – particularly in terms of controls on pollutants, emissions and vibrations, and

(5) measures to minimise impacts including related to drainage, sediment and erosion control.

[1] Facilities creating minimal hazard are considered by Council to be minor in nature (refer PSP 6) and are not expected to be supported by any detailed assessments

[2] Reference should be made to the Chemical Hazards and Emergency Management Unit (CHEM) of Department of Emergency Services to obtain best practice land use planning criteria for hazard and risk management

D. RECONFIGURING A LOT – GENERAL:

1. For a development application for reconfiguring a lot, Council seeks a Proposal Plan providing for the appropriate components referred to in 2.0B above as well as details on:

(1) abutting lots (with real property description),

(2) waterways on or within 30 metres of the site,

(3) dimensions and areas of proposed lots including proposed lot numbers,

(4) staging (as relevant),

(5) existing or proposed accesses to proposed lots,

(6) contours of ground level at intervals of:

a. 5m for rural subdivisions, and

b. 1m otherwise,

(7) proposed road truncations and intersection treatments as well as the status, widths and design grades/speeds for internal roads,

(8) for reconfiguring a lot in the Urban or Rural Residential Locality, method of drainage (including reserves, easements and inter-lot drainage),

(9) extent and depth of cut and fill for lots and infrastructure, and

(10) in the Urban Locality, the extent of reticulated water supply and sewerage networks (including reserves, pump stations, trunk mains and points of network connection), footpaths, cycleways and any detention/retention basins.

2. For a development application for reconfiguring a lot, Council may seek a report clarifying the points raised in 2.0A above as well as the following:

(1) establishing the public need and benefit arising from reconfiguring, especially involving lots less than the minimum area prescribed in the relevant Locality Code,

(2) the intended use of each lot following reconfiguring a lot,

(3) that satisfactory lot dimensions exist to support the intended purposes in an efficient and safe manner,

(4) if any lots are less than the prescribed minimum areas for the relevant Locality, they are viable for the intended use and their size and dimensions will not prejudice the viability of surrounding operations associated with existing lots,

(5) that the proposal is appropriate to the local amenity and character,

(6) consultation undertaken with utility authorities about necessary upgrading to or provision of utilities, including the need for undergrounding or shared trenching of services and the relevance of provisions for street lighting,

(7) impacts on existing services, roads and utilities so that the proposal does not create demand for services to a level greater than that reasonably expected for the Locality,

(8) adequacy of proposed lot accesses so as to prevent any worsening of traffic conditions or the creation of a proliferation of accesses to collector or higher order roads (refer Zone maps),

(9) in mains serviced areas, the capacity of trunk infrastructure to cater to the loadings generated from the development,

(10) in unsewered areas, provision for on-site sewerage which establishes the capacity of the lot to accommodate treatment and disposal of hydraulic and nutrient loadings from intended uses with containment of pollutants on-site,

(11) in areas without mains water supply, adequate potable water supplies are provided for on each lot,

(12) in the Urban and Rural Residential Localities, the need for and the appropriate provision for parkland,

(13) impacts on adjoining uses and buildings,

(14) environmental impacts of the layout and the measures to minimise negative impacts to an acceptable level (including management of noxious weeds),

(15) the lawful point of discharge for stormwater,

(16) the approach to buffering to incompatible uses,

(17) the affect on drainage and flooding having regard to catchment drainage over the land, and

(18) if a lot or balance area is large enough to permit further subdivision, a concept design illustrates possible future lot yields.

E. RECONFIGURING A LOT – LESS THAN THE MINIMUM LOT SIZE IN THE URBAN LOCALITY:

1. For reconfiguring a lot to an area less than the minimum prescribed in Table S4.1 in the Urban Locality Code, Council seeks that the proposal be accompanied by a Plan of Development showing lot boundaries, roads (if proposed) and building envelopes; details including the following for each lot:

(1) lot area and dimensions (having a mean width to depth ratio not less than 1:2 or otherwise providing for a rectangle therein measured 9m by 15m (excluding any building lines). Council seeks to avoid or minimise the occurrence of rear or hatchet shaped lots or lots gaining access by way of easement,

(2) mapping showing that proposed works will be confined to slopes not exceeding 8% in gradient,

(3) minimum front, side and rear setbacks (if less than that prescribed in the *Standard Building Regulation*),

(4) maximum height of buildings,

(5) location of driveway access points and on-site car parking provision,

(6) location of connection to reticulated town water and sewer,

(7) location of the main private open space area,

(8) location of walls built to the boundary,

(9) finished site levels, and

(10) any other matter identified by Council.

2. Development is designed and constructed as an entity with:

(1) buildings receiving building certification under the Plan of Development before sealing of any Survey Plan, or

(2) all buildings within a stage being 85% completed prior to sealing of the Survey Plan.

3. Council seeks that lots less than the prescribed minimum not exceed 30% of the created lots in the development with no more than 2 small lots located concurrently on any one street frontage.

F. RECONFIGURING A LOT – LESS THAN THE MINIMUM LOT SIZE IN THE RURAL LOCALITY:

1. For reconfiguring a lot to an area less than the minimum prescribed in Table S3.1 of the Rural Locality Code, Council seeks that the proposal be accompanied by the following data:

(1) Land capability assessment by a suitably qualified and accredited Agronomist establishing the actual classification of the soils and geology and where they are established as being Class A or B, they are suitable for irrigated arable practices. Assessment has regard to the provisions of *State Planning Policy No.1/92: Development and the Conservation of Agricultural Land* and *Planning Guidelines: The Identification of Good Quality Agricultural Land, 1993.*

(2) Hydrologist report by a suitably qualified and experienced professional which establishes that each created lot on land that is proven to be Class A or B has water supply that makes the land suitable for irrigated arable despite water trading.

(3) Details establishing that each lot is serviced by a reticulated electricity supply.

(4) A Business Plan, prepared by a suitably qualified and experienced professional, is presented to support the economic and agricultural viability of the proposed land use of each created lot that is less than the minimum prescribed in Table S3.1.

(5) Correspondence from the State government responsible for protecting good quality agricultural land, establishing that any reconfiguration of mapped or reported Class A, B or C1 land is sustainable relative to protecting good quality agricultural lands in the Shire and the region.

G. EXTRACTIVE INDUSTRIES:

For a development application for making a material change of use for an *Extractive industry*, the relevant assessments listed below may be requested from the applicant, which are in addition to any aspects outlined in 2.0A above or needed to establish performance against any Specific Outcome in the applicable Use Code in Part 4 of the planning scheme:

(1) ***noise assessment –*** based on background noise levels, reporting establishes the potential for negative impacts and how such can be mitigated (including through earth mounds and equipment operations) to meet standards in the *Environmental Protection (Noise) Policy*,

(2) ***air quality assessment –*** reporting establishes particulate emissions at the boundary to the site and how to manage works to minimise impacts to meet standards in the *Environmental Protection (Air) Policy*,

(3) ***surface water assessment –*** based on existing and future drainage and surface water management, reporting establishes that during construction, operation and rehabilitation, runoff discharging from the site can met ANZECC Guidelines,

(4) ***ground water assessment –*** data establishes that the pre-development quality and quantity characteristics of ground water will not be adversely altered by development,

(5) ***ecological assessment –*** refer PSP 2, 2.0A(3),

(6) ***cultural heritage assessment –*** refer PSP 3,

(7) ***haul route analysis –*** the location and traffic volumes on haul routes are determined and the measures to manage flows, road maintenance and dust controls during construction, operation and rehabilitation to minimise impacts on infrastructure and upon adjoining inhabitants, are established, and

(8) ***rehabilitation strategy –*** confirming the potential post-extraction use(s) of the site and the optimal measures for rehabilitation to achieve the outcomes.

H. INTENSIVE ANIMAL HUSBANDRY:

Intensive animal husbandry is assessable in all Localities in the Shire. Exact performance will be determined as part of assessments of an application through reference to State and Federal government Environmental Codes of Practice, Environmental Guidelines, Reference Manuals, Separation Guidelines and other documents held by government and endorsed under the *Environmental Protection Act.* Schedule A to this Policy includes possible set back distances to sensitive receptors from *Intensive animal husbandry* compounds that Council may seek in assessing any matter. These distances are a guide only.

I. CARAVAN PARKS:

For a development application for making a material change of use involving a *Caravan park*, the relevant assessment listed below may be requested from the applicant, which is in addition to general matters specified in 2.0A above:

(1) reporting establishing compliance with Acceptable Solutions or Performance Criteria set out in the *Guidelines on Good Design for Caravan Parks and Relocatable Homes – Solutions for Queensland, 1998,* published by the Queensland Government and available at Council Chambers.

SCHEDULE A – Intensive Animal Husbandry – Possible Set Backs from Compounds to Sensitive Receptors – A Guide

TABLE SA.1 – INTENSIVE ANIMAL HUSBANDRY – ANIMAL COMPOUND SETBACKS TO BOUNDARIES

Minimum compound setback in metres to:	*Aquaculture*		*Feedlot: 1-49SCU & 10-500SPU*	*Poultry*	*Stables, Emus and Goats*	*Dairy 1-49 SCU*	*Worms*
	(1)	*(2)*					
Residential and Community Expansion zones	300	100	-	500	150	1000	100
Village A Preferred Land Use Area	200	100	-	300	100	750	50
Rural Residential C Preferred Land Use Area	200	50	2000	300	60	500	50
Rural Residential B Preferred Land Use Area	100	30	1500	200	50	500	50
Village B Preferred Land Use Area	30	30	750	100	20	400	30
Rural Locality:							
<5ha –	30	30	750	100	20	300	30
5-20ha –	20	20	300	80	15	200	10
>20ha -	15	15	150	50	10	50	10
Residence on surrounding land	50	50	1000	300	60	400	50
Other property boundaries	10	10	30	50	20	50	20

(1) *Large-scale*
(2) *Small-scale*

TABLE SA.2 – INTENSIVE ANIMAL HUSBANDRY - COMPOUND SETBACK TO WATER RESOURCES

Minimums setback of compound to water resources (on or off the site):	*Aqua-culture*	*Feedlot 1-49SCU & 10-500SPU*	*Poultry*	*Stables, Emus and Goats*	*Dairy 1-49SCU*	*Worms*
<u>Top bank</u> of creek, river, stream, wetland, ***<u>Edge</u> of well, bore, dam, weir or Council riverine intake that provides potable water supply to the site or surrounds***	30	300	100	100	300	200
Top bank of dry or perennial gully	10	100	50	50	100	150
Domestic tank supplies	-	100	80	50	100	20
Full supply level of a referrable dam	300	2000	500	500	1000	500