



# Minimum Standards for PSP Applications

**Use the below list to guide the preparation of planning permit applications for land within the Warragul and Drouin Precinct Structure Plan areas.**

## **Planning Matters**

- Full and current (obtained within 60 days prior to lodgement or thereafter) copy of the Certificate of Title, the Title Diagram and any Instruments such as restrictive covenant, Section 173 Agreement or any other obligation (if applicable).
- Appropriate planning application fee as per the current schedule of planning fees.
- Any approved Cultural Heritage Management Plan, and a response to the recommendations of that Plan (if applicable).
- Neighbourhood and site description in relation to the site incorporating site shape, size, orientation and easements, levels of the site and the difference in levels (land form – topography) between the site and surrounding properties, location of existing buildings on the site and on surrounding properties, including the use of surrounding buildings, location of significant trees existing on the site including trees identified in PSP, and any significant trees removed from the site 12 months prior to the application being made, where known, any contaminated soils and filled areas, where known, views to and from the site, natural features such as wetlands, dams, any other notable features or characteristics of the site and surrounds, pattern of development of the surroundings.
- Details of how the proposal responds to the Requirements and Guidelines of the relevant Precinct Structure Plan.
- Details of how the proposal responds to the relevant Clauses of the Baw Baw Planning Scheme, including the standards listed under Clause 56 and a Subdivision Site & Context Description and Design Response.
- A proposed plan of subdivision, including:
  - Details of road widths including pedestrian network notations and cross sections for all new roads and streets;
  - Any items identified to be provided on the subject site within the PSP (waterways, parks, neighbourhood centres, etc).
  - Retained native vegetation, and relevant Tree Protection Zones and Tree Safety Zones corresponding with the submitted Arboriculture Report.
  - Location of crossovers for all lots proposed.
  - Height, length and material of boundary fencing along external site boundaries and open space, including notations as to existing or proposed.
  - The position and maximum height of all retaining walls.
  - Proposed locations and dimensions of utility services and substations.
  - Finished Surface Levels (FSL) to areas within and around the drainage reserve including information around water levels.
- Site analysis plan documenting the site in terms of landform (topography), vegetation, current use (including existing buildings), natural features, and the relationship with surrounding land (including vegetation and interface treatments).



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- A proposed subdivision staging plan, which demonstrates the operation of accessways during the Stages.
- A site plan showing native vegetation to be removed, native vegetation deemed lost but to be retained, and native vegetation to be retained both within the site and on the road reserves abutting the site
- Land budget table and the intended lot yield for the overall site with the inclusion of medium density housing to achieve as required by the PSP.
- Public Infrastructure Plan as required by the PSP.

## Engineering Matters

- A Slope Analysis Plan for land with a slope greater than 10%, as per the requirements of the PSP.
- Indicative long sections of all roads with gradients shown. (Refer Table 8 of the Drouin and Warragul PSPs – Longitudinal road gradients generally not to exceed 10%).
- Traffic Impact Assessment Report prepared by a suitably qualified professional, including:
  - Interim arrangements prior to road connections to adjoining properties being constructed.
  - Information regarding consideration of current and future speed environments of existing roads interfacing with the development. Future neighbouring proposals as per the PSP should also be considered.
  - Impacts to and from the surrounding road network regarding projected traffic volumes generated from schools and Neighbourhood Centres, if applicable. Current traffic volumes to be taken as a base point, with the calculation of expected traffic volumes.
  - Connector roads or roads and access streets abutting schools and Neighbourhood Centres should be designed to achieve slow vehicle speeds and provide designated pedestrian crossing points.
  - Sight distance requirements for internal and external roads and accessways.
  - Approximate location and number of Local Area Traffic Management Infrastructure/Devices.
  - Intersection Performance assessment with the listed treatments, where applicable.
  - Transport Network Review (Proposed Road Network Layout & Hierarchy, i.e. cross-sections, Public Transport Review, Path Network Review).
- Transport Infrastructure Delivery Plan.
- Proposed Landscaping Plan, including any Public Open Space or reserves.
- For applications that include large neighbourhood parks or sporting reserves, a Master Plan to the satisfaction of the Responsible Authority.
- Stormwater Management Strategy, including details of any retarding basins or wetlands to be provided on the subject site, demonstrating consistency with the Warragul Urban Drainage Strategy (Alluvium, 2014) and the PSP.
- Bushfire Management An assessment against Clause 13.02-1S Bushfire planning.



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- A Bushfire Management Plan that addresses Bushfire Risk Management to the satisfaction of the Responsible Authority and the CFA including:
  - Measures to reduce the risk from fire within the surrounding rural landscape and protect residents from the threat of fire.
  - A separation buffer, consistent with the separation distances specified in AS3959-2009, between the edge of development and non-urban areas.
  - What adequate opportunities for access and egress will be provided for early residents, construction workers and emergency vehicles.

## Environmental Matters

- An arborist report prepared by a suitably qualified arborist which assesses the conditions of the native and exotic trees and surveys the particulars of each tree. It is noted that Council may elect to have the arborist report peer reviewed by a third-party consultant where appropriate.
- Environmental Site Assessment prepared by a suitably qualified environmental professional which takes account of 'Desktop Environmental, Hydrogeological and Geotechnical Study: Warragul and Drouin Precinct Structure Plan Areas Growth Areas Authority' (SKM, April 2013) and provides information including:
- Detailed assessment of potential contaminants on the land:
  - Clear advice on whether the environmental condition of the land is suitable for the proposed use/s and whether an environmental audit of all, or part, of the land is recommended having regard to the Potentially Contaminated
  - Land General Practice Note June 2005, DSE; o Detailed assessment of surface and subsurface water conditions and geotechnical characteristics of the land and the potential impacts on the proposed development including any measures required to mitigate the impacts of groundwater conditions and geology on the development and the impact of the development on surface and subsurface water.
  - Recommended remediation actions for any potentially contaminated land.
- Details of any Native Vegetation to be removed, and an assessment against the provisions of Clause 52.17 (Native Vegetation) of the Baw Baw Planning Scheme, including an avoid and minimise statement.
- Any application that will impact native vegetation, in particular any threatened species such as Strzelecki Gums, must be accompanied by an arborists report detailing the health and retention value of the native vegetation. This includes a full survey of the trees to be retained and those proposed to be deemed lost, and vegetation on adjoining properties that may be impacted by development.

## Gippsland Giant Earthworm (GGE) & Warragul Burrowing Crayfish (WBC) habitat areas:

An onsite survey must be undertaken by a suitably qualified professional if the subject land is affected by the Environmental Significance Overlay 4 (ESO4) or includes a designated waterway.



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WBC surveys must be undertaken during Winter or Spring to ensure an accurate representation of WBC habitat and activity. Any recommendations included in the survey report must be addressed by the applicant, and an avoid and minimise statement should be included in any planning report prepared along with the application.

## **Sites not affected by the ESO4/not containing a designated waterway**

If, following a preliminary assessment of an application, the site is determined by Council officers to be suitable to GGE or WBC habitat a desktop assessment may be required as Further Information. This assessment may result in a more detailed onsite survey being required.

Council officers will, where possible, address this matter during any pre-application discussions.

For more information on GGE see the publications 'Giant Gippsland Earthworm recognising habitat on your property' (Fact Sheet No. 1, South Gippsland Landcare Network, January 2014), and 'Protecting Giant Gippsland Earthworm Habitat – guidelines for revegetation and plantation projects' (Fact Sheet No. 2, South Gippsland Landcare Network, April 2014).

The above is not an exhaustive list and should not replace a pre-application meeting with the Priority Development team.

## **Contact us**

We're here to help! For more information or to arrange a pre-application meeting please contact Council's Priority Development team on 5624 2411 or by email at [development@bawbawshire.vic.gov.au](mailto:development@bawbawshire.vic.gov.au)