

URBAN PLANNING DELEGATED COMMITTEE



MINUTES

(Open to the public)

Monday 17 July 2023

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6.32pm

Attendance
Councillor Nick Stavrou (Chairperson)
Councillor Felicity Sinfield (Mayor)
Councillor Jim Parke
Councillor Lisa Hollingsworth
Councillor Jane Addis
Councillor Cynthia Watson
Councillor Susan Biggar
Councillor Garry Thompson

Apologies
Councillor Wes Gault (Leave of Absence)
Councillor Di Gillies (Leave of Absence)
Councillor Victor Franco

Officers

Phillip Storer	Chief Executive Officer
Jeanine Nieuwenhuizen	Acting Director Urban Living
David Cowan	Manager Statutory & Strategic Planning
Bryan Wee	Manager Governance & Legal
Cassandra Rea	Coordinator Urban Planning
Elizabeth Manou	Senior Governance & Integrity Officer
Chiara Lorini	Senior Urban Planner
Calum Schwindt	Urban Planner
Edward Howe	Urban Planner

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1. Adoption and confirmation of the minutes**MOTION****Moved Councillor Sinfield****Seconded Councillor Watson****That the minutes of the Urban Planning Delegated Committee meeting held on 3 July 2023 be adopted and confirmed.****CARRIED****2. Declaration of conflict of interest of any councillor or council officer**

Nil.

3. Presentation of officer reports**3.1 69 Broadway, Camberwell (Partial demolition and construction of alterations and additions associated with a dwelling in a Heritage Overlay)****69 Broadway, Camberwell - Extension to a dwelling in a Heritage Overlay (Junction Ward)****Application no.:** PP22/0734**Responsible director:** Scott Walker, Director Urban Living**Authorised by:** David Cowan, Manager Planning and Placemaking**Report officer:** Calum Schwindt, Urban Planner**Report abstract**Proposal

The proposal seeks to partially demolish an existing significant graded dwelling and construct alterations and additions in the rear corner of the site, summarised as follows:

- Partially demolish selected parts of the original, significant graded dwelling, principally on the rear elevation;
- Demolish the 'Summer House', a non-original, albeit older outbuilding located in the north-west corner of the site constructed 1945;
- Extend the dwelling by adding a single storey component, located 32m from the street with a maximum height of 5.3m, with the main ceiling height of the extension being 4.01m; and
- Construct a large basement with multi-functional space with associated vehicle entry ramp in the front setback.

Issues

The following key issues are addressed in the Planning Assessment Report (Attachment 1):

- The extent of demolition to the significant graded dwelling and demolition of the 'Summer House';
- The visibility of the extension from Broadway; and
- The proposed built form of the extension and whether it is appropriate to the host building and the streetscape.

Officer's response

Details of the proposal, discussion of all objections and assessment against relevant controls and policies are contained in the attachment to this report.

- The extent of demolition and alterations and additions are supported by Council's Heritage Advisor.
- The extension is modest in its scale and siting and remains subservient to the host building. The design of the extension is simple, which allows for a clear distinction between old and new.
- The proposal will have a significant setback from the street and is supported by Heritage Policy and the Heritage Advisor.

Councillor Hollingsworth declared that she did not have a conflict of interest, but in the interests of transparency advised the meeting that she served on the judging panel of the Boroondara Urban Design Awards 2023 with a director of Hansen Partnership Pty Ltd, representative for the permit applicant.

Three speakers opposed to the officers' recommendation addressed the meeting. One speaker in support of the officers' recommendation addressed the meeting.

Procedural Motion - Adjournment

MOTION

Moved Councillor Sinfield

Seconded Councillor Biggar

That the Urban Planning Delegated Committee meeting be adjourned.

CARRIED

The Urban Planning Delegated Committee meeting adjourned at 7.36pm.

Procedural Motion - Resumption

MOTION

Moved Councillor Parke

Seconded Councillor Sinfield

That the Urban Planning Delegated Committee meeting be resumed.

CARRIED

The Urban Planning Delegated Committee meeting resumed at 7.40pm with all councillors present except Councillor Franco, Councillor Gault and Councillor Gillies.

MOTION

Moved Councillor Hollingsworth

Seconded Councillor Thompson

That the Urban Planning Delegated Committee resolve that Notice of Decision to Grant a Planning Permit No. PP22/0734 for the partial demolition and construction of alterations and additions associated with a dwelling in a Heritage Overlay at 69 Broadway, Camberwell be issued under the Boroondara Planning Scheme subject to the following conditions:

Amended plans required

- 1. Before the development starts, amended plans must be submitted to the satisfaction of the Responsible Authority. When the plans are to the satisfaction of the Responsible Authority they will be endorsed and will then form part of the Permit. The plans must be drawn to scale with dimensions, substantially in accordance with the s57a plans submitted, 21 June 2023 but modified to show:**
 - a. Correction of the demolition floor plan to show the retention of the eaves on the main dwelling building.**
 - b. Provide structural engineering advice and methodology on how the chimney above the Dining/Living 2 rooms will be supported within the roof space to allow the demolition of the fireplace.**
 - c. Prior to any demolition approved by this permit, an archival quality photographic survey of the dwelling, outbuilding (Summer House) and landscaping treatments must be completed. The photographic survey must be submitted to Council for public record keeping and provide archival quality photos documenting the building, landscaping, and outbuildings suitable for publication. The photographic survey must provide documentation of:
 - i. Each elevation of the dwelling;**
 - ii. Each elevation of the outbuilding (Summer House)**
 - iii. Front steps, balustrade & wall to be removed (East Elevation)**
 - iv. Each window;**
 - v. Landscaping features such as tennis court, water features, soft landscaping.**
 - vi. Any other unique feature.****
 - d. The proposed door insertion to the eastern elevation to feature a date stamp that cannot be painted over, to the satisfaction of the Responsible Authority.**
 - e. Provide additional details, either sectional plan or similar, demonstrating that the lightweight pergola is structurally independent from and sits below the eaves of the host dwelling.**
 - f. Provide the basement entry surface finish as concrete aggregate and update the material schedule.**
 - g. Provide details of the proposed soft landscaping treatment and planting around the basement ramp.**

Layout not to be altered

2. The layout of the site and the size, levels, design, and location of buildings and works shown on the endorsed plans must not be modified for any reason (unless the Boroondara Planning Scheme specifies that a permit is not required) without the prior written consent of the Responsible Authority.

Drainage

2. The site must be drained to the satisfaction of the Responsible Authority

Boundary walls

3. The external faces of walls on or facing boundaries must be cleaned and finished to an acceptable standard to the satisfaction of the Responsible Authority.

Permit to expire

4. This permit will expire if:

- a) The development does not start within two (2) years of the issue date of this permit; or
- b) The development is not completed within four (4) years of the issue date of this permit.

The Responsible Authority may extend the times referred to if a request is made in writing before the permit expires or:

- (i) within six (6) months afterwards if the development has not commenced; or
- (ii) within twelve (12) months afterwards if the development has not been completed.

Council and the Victorian Civil and Administrative Tribunal are unable to approve requests outside of the relevant time frame.

CARRIED**3.2 PP22/0573 - Construction of a three-storey apartment building comprising ten (10) dwellings over basement - 65 Walpole Street Kew****65 Walpole Street, Kew (Studley Ward)**

Application no.: PP22/0573

Responsible director: Scott Walker, Director Urban Living

Authorised by: David Cowan, Manager Planning and Placemaking

Report officer: Chiara Lorini, Senior Urban Planner

Proposal

It is proposed to demolish the existing dwelling and construct a three (3) storey, apartment building comprising 10 dwellings with basement car parking. The site is located within the General Residential Zone (Schedule 3) and is not affected by any planning overlays.

Fourteen (14) objections have been received to the application.

Issues

The following key issues are addressed in the Planning Assessment Report (Attachment 1):

- Neighbourhood Character;
- Compliance with Rescode; and
- Objections Received.

Officer's response

Council officers have undertaken a thorough assessment of the proposal against the Boroondara Planning Scheme. Overall, the design achieves a high level of compliance with the requirements of the Neighbourhood Residential Zone and Clause 55 (ResCode) of the Boroondara Planning Scheme. Furthermore, the proposal is fully compliant with the statutory car parking requirements at Clause 52.06.

The proposal is consistent with the objectives as outlined in Clause 15.01-5L (Neighbourhood Character).

The proposed building heights, materiality, setbacks and window treatment ensure off-site amenity impacts, such as overshadowing, overlooking and visual bulk are minimised. Whilst it is architecturally contemporary in style, the design and materials are respectful of the neighbourhood character.

Details of the proposal, discussion of all objections and assessment against relevant controls and policies are contained in the attachments to this report.

Five speakers opposed to the officers' recommendation addressed the meeting. Two speakers in support of the officers' recommendation addressed the meeting. One speaker opposed to the officer's recommendation chose not to address the meeting.

MOTION

Moved Councillor Watson

Seconded Councillor Thompson

That the Urban Planning Delegated Committee resolve that a Notice of Decision to Grant a Planning Permit PP22/0573 for 'Construction of a three-storey apartment building comprising ten (10) dwellings over basement and construction of a front fence exceeding the requirements of Clause 55.06-2' at 65 Walpole Street, Kew be issued under the Boroondara Planning Scheme subject to the following conditions:

Amended plans required

- 1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the Responsible Authority. The plans must be drawn to scale with dimensions and electronic copies provided (unlocked PDF). When the plans are endorsed they will then form part of the permit. The plans must be substantially in accordance with the S.57a plans but modified to show:**

- a. **The Tree Protection Zone and Structural Root Zone of Tree Nos. 1, 3, 4, 7, 8, 9, 10, 12 and 13 (as identified in the Arborist Report submitted with the application prepared by Galbraith and Associates (dated 24/02/2022) drawn on all site and floor plans;**
 - b. **Notation on all site and floor plans that Tree Nos. 1, 3, 4, 7, 8, 9, 10, 12 and 13 are to be retained and protected in accordance with the endorsed Tree Management Plan required by this Permit;**
 - c. **Any modifications to the location or layout of buildings and/or works recommended in the endorsed Tree Management Plan required by this Permit;**
 - d. **The siting of any necessary stormwater detention pit, underground services and pits, and/or rainwater harvesting tank to be located outside any area set aside for deep-soil planting and outside the Tree Protection Zone of any trees to be retained/protected.**
 - e. **Permanent fencing within the Tree Protection Zone of Trees 3 and 4 constructed utilising non-destructive excavation and on pier foundations with any required plinths constructed above existing grade.**
 - f. **Notation on all site and floor plans that no strip footing is permitted within the Tree Protection Zone of Trees 3 and 4.**
 - g. **Notation on all site and floor plants that no services are to be located within the Tree Protection Zone of Tree 4.**
 - h. **Notation on all site and floor plans that indicates no soil level changes within the calculated TPZ of any retained tree (excluding built form only)**
 - i. **Initiatives contained within the Sustainable Design Assessment in accordance with condition 14 of this permit along with the roof material to have a maximum solar absorptance of 0.4;**
 - j. **A schedule of construction materials, external finishes and colours (including physical swatch samples);**
 - k. **A Landscape Plan in accordance with condition 3 of this permit;**
 - l. **A Tree Management Plan in accordance with condition 6 of this permit.**
- And**
- m. **A Water Sensitive Urban Design Response in accordance with condition 11 of this permit**
 - n. **A Waste Management Plan in accordance with condition 23 of this permit,**

Layout not to be altered

2. **The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason (unless the Boroondara Planning Scheme specifies that a permit is not required) without the prior written consent of the Responsible Authority.**

Landscape plan

3. **A landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the Responsible Authority. The plan must be drawn to scale with dimensions and electronic copies provided (unlocked PDF). When endorsed, the plan will form part of the permit.**

The landscape plan must be generally in accordance with the landscape concept plan dated May 2022 prepared by Etched Projects Pty Ltd, except that the plan must show:

- a) A survey (including botanical names) of all existing trees to be retained and of those to be removed. The intended status of the trees shown on the landscape plan must be consistent with that depicted on the development layout plan;
- b) A planting schedule of all proposed trees, shrubs and ground covers including botanical names, common names, pot sizes, sizes at maturity and the quantities of each plant;
- c) Details of the surface finish of all pathways, paved areas and accessways;
- d) All hard surfaces proposed within the tree protection zone of Tree Nos. 1, 3 and 4 (as identified in the Arborist Report submitted with the application Galbraith and Associates (dated 24/02/2022) must be constructed of permeable materials; be constructed above current grade; and be constructed on foundations that maintain appropriate permeability for each tree, to the satisfaction of the Responsible Authority;
- e) Detailed construction specifications for all permeable surfaces that include cross-section diagrams.
- f) One (1) canopy tree (minimum two metres tall when planted and must achieve a minimum mature height of 13 metres and canopy spread of 7 metres) in the front setback of the property;
- g) Four (4) small trees (minimum two metres tall when planted and must achieve a minimum mature height of 7 metres and canopy spread of 4 metres) in the Southeast, Southwest, Northeast and Northwest corners of the property;
- h) Each canopy tree must be provided a minimum of 49 m² of deep soil, with the available soil area clearly shown on the landscape plan.
- i) Each small tree must be provided a minimum of 12 m² of deep soil, with the available soil area clearly shown on the landscape plan.
- j) All trees must comply with Australian Standard AS2303:2015 - Tree Stock for Landscape Use.
- k) All canopy trees must be planted by an AQF Level 3 Qualified Arborist, Landscape Gardener or Horticulturist.
- l) All trees must be planted more than 2 metres away from any structures, property boundaries, easements, existing trees or shrubs.
- m) All small trees must be planted more than 1 metre away from any structures, paving, decking, property boundaries, easements, existing trees or shrubs;
- n) All trees within side and rear setbacks adequately setback from common boundaries to avoid mature canopy overhang of neighboring spaces.
- o) Location of raingardens consistent with the development plans;
- p) Planting required by any other condition of this permit; and
- q) Landscaping and planting within all open areas of the site.

Completion of landscaping works

4. Landscaping as shown on the endorsed landscape plan/s must be carried out and completed to the satisfaction of the Responsible Authority prior to the occupation of the development.

Landscaping maintenance

- 5. All landscaping works shown on the endorsed landscape plan/s must be maintained and any dead, diseased or damaged plants replaced, all to the satisfaction of the Responsible Authority.**

Tree Management Plan

- 6. Concurrent with the submission of amended plans required by Condition 1 of this Permit and prior to any demolition or site works, a Tree Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The Tree Management Plan must be prepared by a minimum AQF Level 5 qualified and experienced Arborist in relation to the management and maintenance of Tree Nos. 1, 3, 4, 7, 8, 9, 10, 12 and 13 (as identified in the Arborist Report submitted with the application prepared by Galbraith and Associates (dated 24/02/2022)). The Tree Management Plan must make specific recommendations in accordance with the Australian Standard AS4970: 2009 - Protection of Trees on Development Sites and detail the following to ensure that all retained trees remain healthy and viable during construction:**

- a) A Tree Protection Plan drawn to scale that shows:**
 - i. Tree Protection Zones and Structural Root Zones of all trees to be retained;**
 - ii. All tree protection fenced off areas and areas where ground protection systems will be used;**
 - iii. The type of foundations (illustration or notation) within each Tree Protection Zone;**
 - iv. Any services to be located within the Tree Protection Zone and a notation to state that all services will either be located outside of the Tree Protection Zone, bored under the tree protection zone, or installed using hydro excavation under the supervision of the project arborist; and**
 - v. A notation to refer to the Tree Management Plan for specific detail on what actions are required within the Tree Protection Zone.**
- b) Details of how the root system of any tree to be retained will be managed. This must detail any initial non-destructive trenching and pruning of any roots required to be undertaken by the project arborist; and details of how any permeable surfaces within the Tree Protection Zone of retained trees will be constructed;**
- c) Supervision timetable and certification of tree management activities required by the Project Arborist to the satisfaction of the Responsible Authority;**

- d) **All remedial pruning works that are required to be performed on trees during demolition and development of the site. The pruning comments must reference Australian Standards 4373:2007 Pruning of Amenity Trees and provide a detailed photographic diagram specifying what pruning will occur. *Note: Only Council or Authorised Council Contractors can prune Trees Nos. 4. Any request for the pruning of trees on public land must be made through Council's Environmental Sustainability and Open Spaces Department.***
- e) **The recommendations contained in the approved Tree Management Plan must be implemented to the satisfaction of the Responsible Authority and any changes to the endorsed Tree Management Plan will require written authorisation from the Responsible Authority.**

Tree Management Plan and Construction Management Plan

7. **If a Construction Management Plan is required as a condition of this permit it must be in accordance with the Tree Management Plan and Tree Protection Plan.**

Contractors to be advised of trees to be retained and protected

8. **The owner and occupier of the site must ensure that, prior to the commencement of buildings and works, all contractors and tradespersons operating on the site are advised of the status of trees to be retained and protected as detailed in the endorsed Tree Management Plan and are advised of any obligations in relation to the protection of those trees. A written record must be maintained on site of all contractors inducted regarding this condition. At the request of an authorized officer of Council this written record must be provided to council.**

Regulation of activities in Tree Protection Area

9. **No vehicular or pedestrian access, trenching or soil excavation is to occur within the Tree Protection Area as detailed in the endorsed Tree Management Plan without the prior written consent of the Responsible Authority. No storage or dumping of tools, equipment or waste is to occur within the Tree Protection Zone.**

Documentation and Certification by Project Arborist

- 10. a) Prior to the commencement of any site works, including demolition and excavation, the Responsible Authority must be provided with evidence that a project arborist has been engaged as part of the ongoing consultant team to oversee the design and construction, and to ensure the development does not have a detrimental impact on the ongoing health and stability of the trees to be retained. The project arborist must hold suitable qualifications and experience to the satisfaction of the Responsible Authority. Evidence of the appointment of the project arborist must be submitted to the satisfaction of the Responsible Authority (quoting the Planning Permit number and site address, emailed to Boroondara@boroondara.vic.gov.au) not less than seven (7) days before the commencement of works on site.**
- b) Prior to the commencement of any site works, including demolition and excavation, a timetable for the supervision and certification of tree management activities which is to the satisfaction of the Responsible Authority must be prepared by the project arborist and submitted to the Responsible Authority for approval. A signed and dated copy of each stage of the supervision timetable certified by the project arborist (quoting the Planning Permit number and site address, emailed to Boroondara@boroondara.vic.gov.au) must be submitted to the Responsible Authority not more than seven (7) days following the completion of each stage.**

Water Sensitive Urban Design

11. Concurrent with the endorsement of plans, the applicant must provide a Water Sensitive Urban Design Response addressing the Application Requirements of Clause 53.18 'Stormwater Management in Urban Development' to the satisfaction of the Responsible Authority. The response must include:

- A site plan showing the location of proposed stormwater treatment measures and the location and area (square metres) of impermeable surfaces that drain to each treatment measure.**
- A written statement outlining how the application achieves current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (1999). Please note that for the modelling requirement you can use the following free program to demonstrate best practice, which is equivalent to a score of 100% or more: <<http://storm.melbournewater.com.au>>**
- If any water tank is proposed, the plans must indicate the tank's capacity in litres and what the tank is connected to (e.g. toilets).**

Drainage

12. The site must be drained to the satisfaction of the Responsible Authority.

Sediment laden run-off

13. No polluted and/or sediment laden runoff is to be discharged directly or indirectly into Council's drains or watercourses during and after development, to the satisfaction of the Responsible Authority.

Sustainable Design Assessment

14. Concurrent with the endorsement of plans pursuant to Condition 1 of this permit, a Sustainable Design Assessment must be submitted to and approved to the satisfaction by the Responsible Authority. The Sustainability Management Plan must demonstrate a best practice standard of environmentally sustainable design and be generally in accordance with the report by Greenviro Consulting dated 05/09/2022 and received by Council on 12/09/2022, but modified to include the following changes:

- a. BESS credit Energy '3.4 Clothes Drying' no longer claimed unless clotheslines are shown on plans for each apartment**
- b. BESS credit Water '4.1 Building System Water Use Reduction' scoped out**
- c. The correct communal recreational area included in BESS credit Urban Ecology '1.1 Communal Spaces'**

Where alternative ESD initiatives are proposed to those specified in conditions above (including condition 1), the Responsible Authority may vary the requirements of this condition at its discretion, subject to the development achieving equivalent (or greater) ESD outcomes in association with the development.

15. All works must be undertaken in accordance with the endorsed Sustainable design Assessment to the satisfaction of the Responsible Authority. No alterations to these plans may occur without the written consent of the Responsible Authority.

Vehicle crossovers

16. Any new vehicle crossover or modification to an existing vehicle crossover must be constructed to the satisfaction of the Responsible Authority.

Removal of redundant vehicle crossovers

17. All disused or redundant vehicle crossovers must be removed and the area reinstated with footpath, naturestrip, kerb and channel to the satisfaction of the Responsible Authority.

Boundary walls

18. The external faces of walls on or facing boundaries must be cleaned and finished to an acceptable standard to the satisfaction of the Responsible Authority.

External lighting

19. All external lighting must be designed, baffled and located so as to prevent light from the site causing any unreasonable impacts on the locality, to the satisfaction of the Responsible Authority.

Security alarms

20. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standards published by Standards Australia International Ltd and must be connected to a registered security service, to the satisfaction of the Responsible Authority.

Concealment of pipes

21. All pipes (except down-pipes), fixtures, fittings and vents servicing any building on the site must be concealed in service ducts or otherwise hidden from external view, to the satisfaction of the Responsible Authority.

Maintenance of waste storage area

22. All bins and receptacles used for the collection and storage of solid waste, recyclables and other wastes must be kept in a designated area, to the satisfaction of the Responsible Authority. This storage area must be:

- (a) Properly paved and drained to a legal point of discharge;**
- (b) Screened from view with a suitably designed enclosure;**
- (c) Supplied with adequate hot and cold water; and**
- (d) Maintained in a clean and tidy condition free from offensive odours**

to the satisfaction of the Responsible Authority.

Waste management plan

23. A waste management plan to the satisfaction of the responsible authority must be submitted to and approved by the Responsible Authority. Once satisfactory, such plan will be endorsed and must be implemented to the satisfaction of the Responsible Authority. The plan must provide the following details of:

- (a) the type/s and number of waste bins;**
- (b) screening of bins;**
- (c) type/size of trucks;**
- (d) frequency of waste collection;**
- (e) plan showing the layout of the bins at collection time including sufficient clearances from all street services, features and infrastructure; and**
- (f) delivery of bins to waste collection points and retrieval of bins once collected**

to the satisfaction of the Responsible Authority.

Construction management plan

24. Prior to the commencement of any site works, including demolition and excavation, a Construction Management Plan must be submitted to and endorsed by the Responsible Authority. No works are permitted to occur until the Plan has been endorsed by the Responsible Authority. Once endorsed, the construction management plan will form part of the permit and must be implemented to the satisfaction of the Responsible Authority. The plan must be prepared in accordance with Council's Construction Management Plan Template and provide details of the following:

- a) Hours for construction activity in accordance with any other condition of this permit;**

- b) Measures to control noise, dust, water and sediment laden runoff;
- c) Measures relating to removal of hazardous or dangerous material from the site, where applicable;
- d) A plan showing the location of parking areas for construction and sub-contractors' vehicles on and surrounding the site, to ensure that vehicles associated with construction activity cause minimum disruption to surrounding premises. Any basement car park on the land must be made available for use by sub-constructors/tradespersons upon completion of such areas, without delay;
- e) A Traffic Management Plan showing truck routes to and from the site;
- f) Swept path analysis demonstrating the ability for trucks to enter and exit the site in a safe manner for the largest anticipated truck associated with the construction;
- g) A plan showing the location and design of a vehicle wash-down bay for construction vehicles on the site;
- h) Measures to ensure that sub-contractors/tradespersons operating on the site are aware of the contents of the construction management plan;
- i) Contact details of key construction site staff;
- j) A site plan showing the location of any site sheds, on-site amenities, building waste storage and the like, noting that Council does not support site sheds on Council road reserves; and
- k) Any other relevant matters, including the requirements of VicRoads and Yarra Trams.

Hours for demolition and construction

25. All works including earthworks, demolition and construction activity associated with the approved development must take place only during the following hours, except with the prior written consent of the Responsible Authority:

Monday to Thursday:	7:00am to 6:00pm
Friday:	7:00am to 5:00pm
Saturday:	9:00am to 5:00pm
Sunday & Public Holidays:	No construction

Provision of letter boxes

26. Provision must be made on the site for letter boxes and receptacles for papers to the satisfaction of the Responsible Authority.

Permit to expire:

27. This permit will expire if:

- a) The development does not start within two (2) years of the issue date of this permit; or
- b) The development is not completed within four (4) years of the issue date of this permit.

The Responsible Authority may extend the times referred to if a request is made in writing before the permit expires or:

- (i) **within six (6) months afterwards if the development has not commenced;**
or
- (ii) **within twelve (12) months afterwards if the development has not been completed.**

Council and the Victorian Civil and Administrative Tribunal are unable to approve requests outside of the relevant time frame.

CARRIED

4. General business

Nil

5. Urgent business

Nil

6. Confidential business

Nil

The meeting concluded at 8.58pm

Confirmed

Chairperson _____

Date _____