

# Plan of Management

373-375 Galston Road, Galston

Farm Gate Premises

PREPARED FOR  
Kenneth and Warren Waddell


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MECONE.COM.AU

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\*This document is for discussion purposes only unless signed and dated by the persons identified.  
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# 1 Introduction

This Plan of Management (PoM) has been prepared by Mecone Group Pty Limited (Mecone) on behalf of Kenneth and Warren Waddell to support a development application (DA) to Hornsby Shire Council (Council) for a proposed farm gate premises at 373 – 375 Galston Road, Galston (the site). This PoM has been prepared in accordance with the Hornsby DCP, and also with consideration of the planning principle established under *Renaldo Plus 3 Pty Limited v Hurstville City Council [2005] NSWLEC 315* and the relevant provisions of the *Environmental Planning and Assessment Act 1979* (EPA Act).

The purpose of this PoM is to outline the operation of the farm gate premises. The operator will ensure compliance with the relevant conditions of consent imposed by Hornsby Shire Council and the operational measures outlined in this PoM to minimise amenity impacts and to ensure the effective operation of the premises.



## 2 Site and Facilities

### 2.1 Site Description

The site comprises of Lot 1 in DP 836106, also known as 373 – 375 Galston Road, Galston. The site comprises an area of around 4.27 hectares and provides a frontage of around 147 metres to Galston Road, located at the western boundary. The site includes a farm building which accommodates a packing shed, cool room, retail sales area, education/tasting room, kitchen and toilet facilities.



**FIGURE 1: SUBJECT SITE**

Source: Mecone Mosaic



## 2.2 Proposal

The proposed development is for the operation of the site as a farm gate premises. A farm gate premises is defined in the Hornsby LEP 2013 as follows:

(a) means a building or place—

(i) on a commercial farm, and

(ii) ancillary to the farm, and

(iii) used to provide visitors to the farm, on a commercial basis, with agricultural products predominantly from the farm, supplemented by products from other farms in the region, or with services or activities related to the products, including the following—

(A) processing, packaging and sale of the products, but not the processing of animals,

(B) the preparation and serving, on a retail basis, of food and drink to people for consumption on the premises, whether or not liquor, take away meals and drinks or entertainment are also provided,

(C) tastings or workshops,

(D) the provision of information or education related to the products, and

(b) includes cellar door premises.

The proposed farm gate premises will function as an ancillary land use to the *commercial farm* operation (DA 276/2015 for an Agricultural Produce Industry). The existing farm building, as shown in Figure 1 will be utilised to accommodate:

- Display and sale of retail goods, including products from the farm, supplemented by products from other farms/producers in the region.
- Preparation and sale of food and drink to provide an additional service offering for visitors to the farm and worker. This *may* include tea and coffee service, cold drinks, sweet and savoury food products and casual light meals such as toasted sandwiches. This will be a small-scale operation within the existing kitchen set up. There is no proposed formal seating area or table service. Products will be available to enjoy casually on site while visiting or to take away. Food/drink service may also be provided in association with other uses such as education workshops or tastings as appropriate (for example. service of light refreshments during an education workshop).
- Agricultural educational workshops and tastings of agricultural products from the farm or surrounding region.



## 3 Operational Management

### 3.1 Operational Details for the Farm Gate Premises

- The primary contact for the premises is as follows:
  - Name: Warren Waddell
  - Position/Title: Director, Waddell Farms
  - Telephone: 0499 004 861
  - Email: [info@thepersimmonplace.com.au](mailto:info@thepersimmonplace.com.au)

### 3.2 Hours of Operation

- The maximum hours of operation for the farm gate premises, including sale of retail goods, food and drink service and agricultural education workshops/tastings (as outlined above in 2.2) are as follows:
  - 5.30am – 7pm Monday – Sunday (standard hours)
  - 5.30am – 10pm Monday – Sunday (for up to 28 days per calendar year)
- The maximum hours of operation for the agricultural produce industry approved under DA 276/2015 (the commercial farm operation) remain as 7am – 6pm Monday – Sunday.
- The operator shall keep a log of events held throughout the year between the hours of 7pm and 10pm to ensure that extended trading hours do not exceed the proposed 28 day maximum.
- The event log shall include details such as:
  - Time and date of event
  - Number of persons in attendance
  - Responsible person and contact information
  - Whether any music is proposed and any measures to control the impact of noise to adjoining properties

### 3.3 Maximum Patrons

- The maximum number of visitors for farm gate premises uses outlined in this plan of management should not exceed 100 on a property at any one time.



### 3.4 Retail Sales

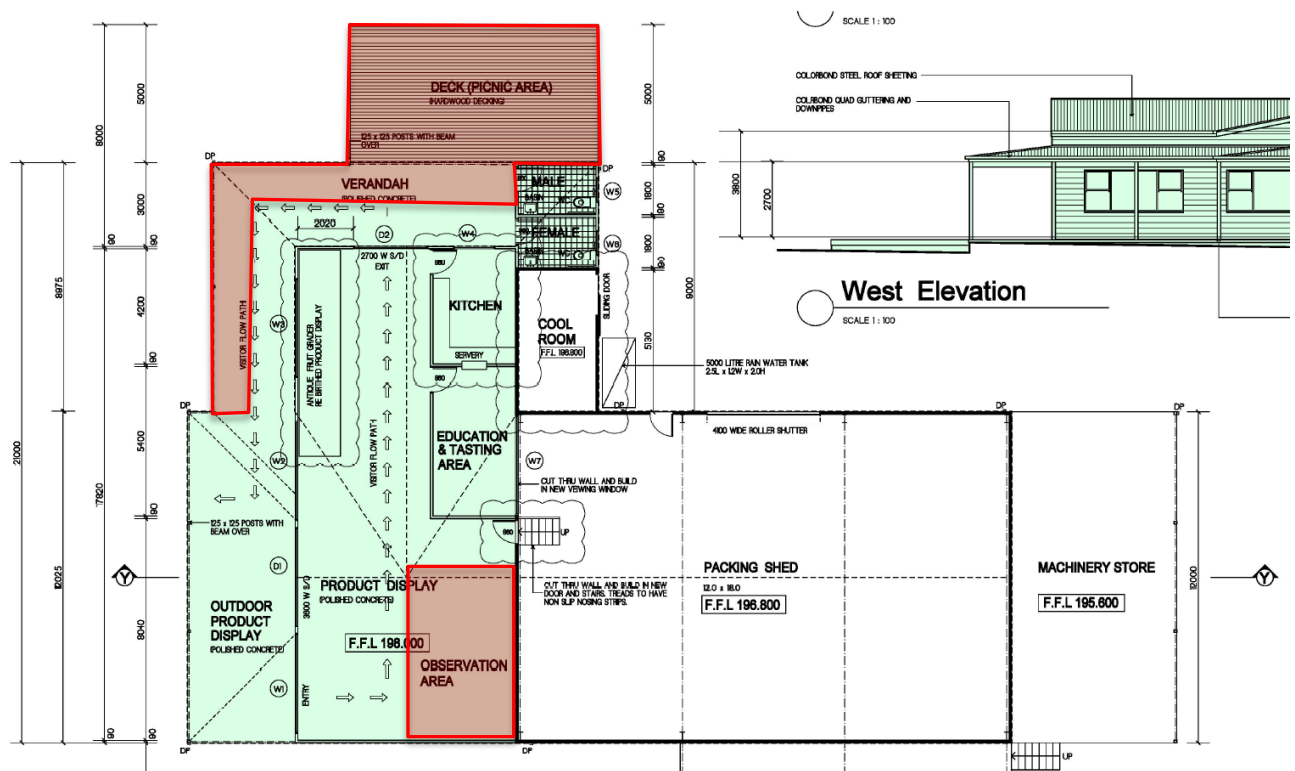
- Display and sale of retail goods shall be limited to those agricultural produce from the farm, supplemented by products from other farms/producers in the region in line with the definition of farm gate premises.
- Retail goods shall be displayed appropriately (including in cold storage where necessary) and sold within the farm building.

### 3.5 Food and Drink Service

- Food and drink may be prepared within the existing kitchen of the farm building and sold to farm visitors and workers within the permitted hours of operation.
- Food and drink may be consumed on site or taken away. No table service is proposed.
- No food and drink is to be consumed in parking areas or other areas of the farm which are out of bounds to the general public for safety reasons.
- Food and drink offerings may include tea and coffee service, cold drinks, sweet and savoury food products and casual light meals such as toasted sandwiches.
- Food/drink service may also be provided in association with other uses such as education workshops or tastings as appropriate (for example. service of light refreshments during an education workshop, included in cost of workshop).
- Food and drink products shall be stored appropriately in line with food safety standards, with appropriate training provided to staff.
- Portable tables and seating may be provided within the farm building, on the verandah and deck area. Seating is intended for casual use and may be used to accommodate general farm visitors, retail customers and visitors who are consuming food and drinks on site. Potential seating areas are highlighted red on the existing floor plan in Figure 2 below.
- Payment made by cash and EFTPOS will be accepted. Cash will be stored in a secure location and will be transported during the daytime from the premises to a nearby bank.
- The manager (or another nominated responsible person) will be responsible for opening and closing the food and drink service and a key register will be maintained.







**FIGURE 2: POTENTIAL CASUAL SEATING AREAS FOR FOOD AND DRINK CONSUMPTION**

Source: Arcadian Designs, dated July 2015, Updated by Mecone 2024

### 3.6 Workshops and Tastings

- Workshops and tastings may be accommodated within the farm building during the permitted hours of operation.
- Participants are to be briefed on any notable safety considerations, evacuation procedures and general housekeeping at the start of any workshop/tasting.
- Participants are to be accompanied by a staff member when workshops and tastings are underway, and when entering and farm areas or buildings which may be out of bounds to the general public.
- Appropriate PPE shall be worn, depending on the nature of the workshop or activity.
- No amplified music shall be played in association with workshops or tastings.
- Workshops and tastings shall be advertised on the farm website and pre-booked.

### 3.7 General Management Requirements

The following controls will be implemented as general management measures to ensure the orderly operation of the premises:



- There will be one principal entry and exit to the premises made clear by appropriate signage.
- There premises will display an evacuation plan and emergency contact details including for emergency services.
- The premises will be locked after hours and a key register will be maintained.
- Graffiti and vandalism is to be removed as soon as possible.
- Furniture, fittings, and fixtures will be cleaned, maintained, and repaired as required.
- Staff will not admit patrons displaying signs of intoxication upon arrival.
- The amenity of the locality is to be maintained at all times, and any patron causing a disturbance that is likely to disrupt general amenity is to be asked to leave.
- Any rubbish within the immediate vicinity of the premises associated with the premises is to be collected and disposed of.
- Complaints made by patrons of the premises, patrons of nearby accommodation, and residents of surrounding dwelling/s must be documented in a complaints register which will record the following details:
  - The date and time of the complaint;
  - The nature of the complaint (including the area and/or location to which the complaint relates);
  - The Manager or relevant staff member on duty at the time the complaint was made;
  - Any actions taken to rectify the issue to which the complaint relates.

### 3.7.1 Noise Management

The following controls will be implemented to minimise noise arising from the operation of the premises:

- Signage is to be erected and maintained in a prominent position within the premises advising patrons that a minimum amount of noise is to be generated when departing.
- Doors and windows to the premises will remain closed when not in use.
- No amplified music shall be played after 6pm in association with the farm gate premises uses.
- Disposal of recycling and other waste will occur at appropriate times and from the designated waste collection location.

### 3.7.2 Safety

The safety and security of patrons and employees are the primary concern and responsibility of the operator. The following management measures are implemented to help facilitate a safe environment:



- A member of staff will regularly conduct headcounts to ensure that patronage does not exceed the occupancy capacity.
- Entrances/exits which will be supported by signage and sufficient lighting.
- At least one member of staff will hold a nationally recognised qualification issued by a Registered Training Organisation which give them the skills to administer first aid.
- All workers must be able to access a first aid kit which includes basic equipment such as items to treat cuts, scratches, punctures, grazes, splinters, muscular sprains and strains, minor burns, amputations and/or major bleeding wounds, broken bones, eye injuries, and shock.
- All staff shall be made aware of the emergency evacuation procedures to be undertaken in the event of fire.

### 3.7.3 Vehicular Movements

- Vehicle access and parking shall be maintained in accordance with the arrangement approved under DA 276/2015.
- Existing vehicle access points shall be utilized by emergency vehicles if required in the event of an emergency.
- Parking spaces are to be used for vehicles only. Storage of equipment or materials within the parking spaces is not permitted.
- Parking aisles are to be kept clear for the manoeuvring of vehicles. The manager of the premises will be responsible for ensuring the aisles are kept clear at all times.
- The manager of the premises is to coordinate bus/coach arrivals and departures (where appropriate) with delivery and collection vehicles to ensure there is no conflict.

### 3.7.4 Parking Management

- All parking associated with the premises is to be provided on site within the marked bays as per the approved plans.
- No parking is permitted on the road reserve of Galston Road.
- Patrons will be made aware of the parking requirements before attending the premises via written notification on the website and verbal notification for bookings made on the phone.

### 3.7.5 Waste Management

- The operator and staff are expected to adhere to the existing operational waste management procedures of the approved agricultural produce industry under DA 276/2015.



- Bins shall be placed within the farm building to accommodate waste from farm visitors, retail customers and those consuming food and drink. Bins shall be emptied regularly by staff.
- Based on the operational requirements of the food and drink service component, there may be a need for additional waste management collection. This should be reviewed regularly by the operator and if necessary, additional waste management procedures (such as larger bins or more regular bin collection) should be adopted. Any proposed changes to the operational waste management procedures shall consider the objectives of Council's DCP.

### 3.7.6 Wastewater Management

- All wastewater shall be disposed of in accordance with existing approved waste wastewater management systems.

### 3.7.7 Stormwater Management

- All stormwater is to be treated and disposed of through the existing stormwater management system.

## 4 Review of the Plan

It is noted that where improved management or amenity outcomes may be achieved by amending this PoM, it may be done in conjunction with consultation with Council. Both parties must agree to this amendment in writing and shall be provided a copy of the modified PoM.



