



# ATTACHMENTS

## LOCAL PLANNING PANEL MEETING

Wednesday 25 August 2021  
at 6:30pm



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## LOCAL PLANNING PANEL

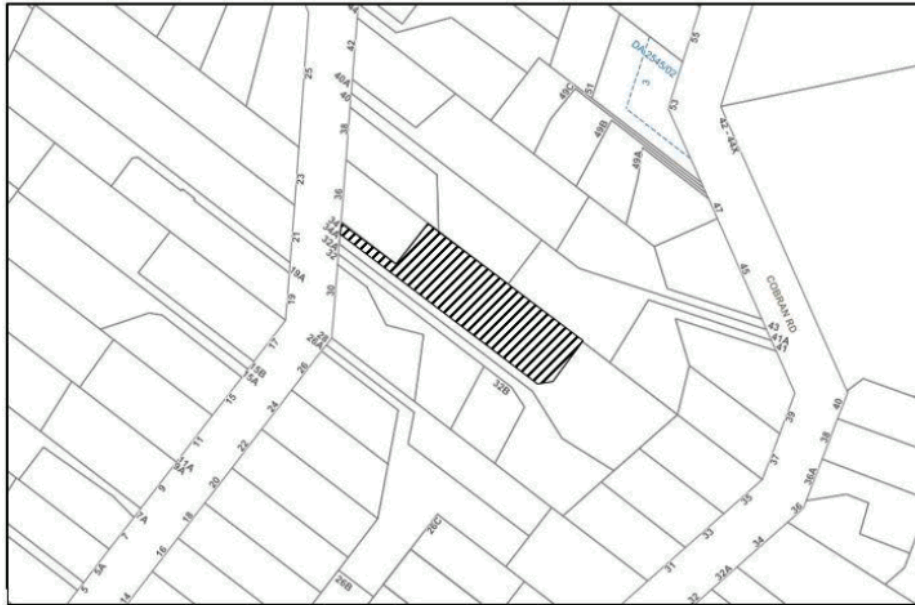
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**ATTACHMENT/S**

**REPORT NO. LPP14/21**

**ITEM 1**

- 1. LOCALITY MAP**
- 2. SUBDIVISION PLAN**
- 3. SURVEY PLAN**
- 4. DRAINAGE PLAN**
- 5. TREE PROTECTION PLAN**



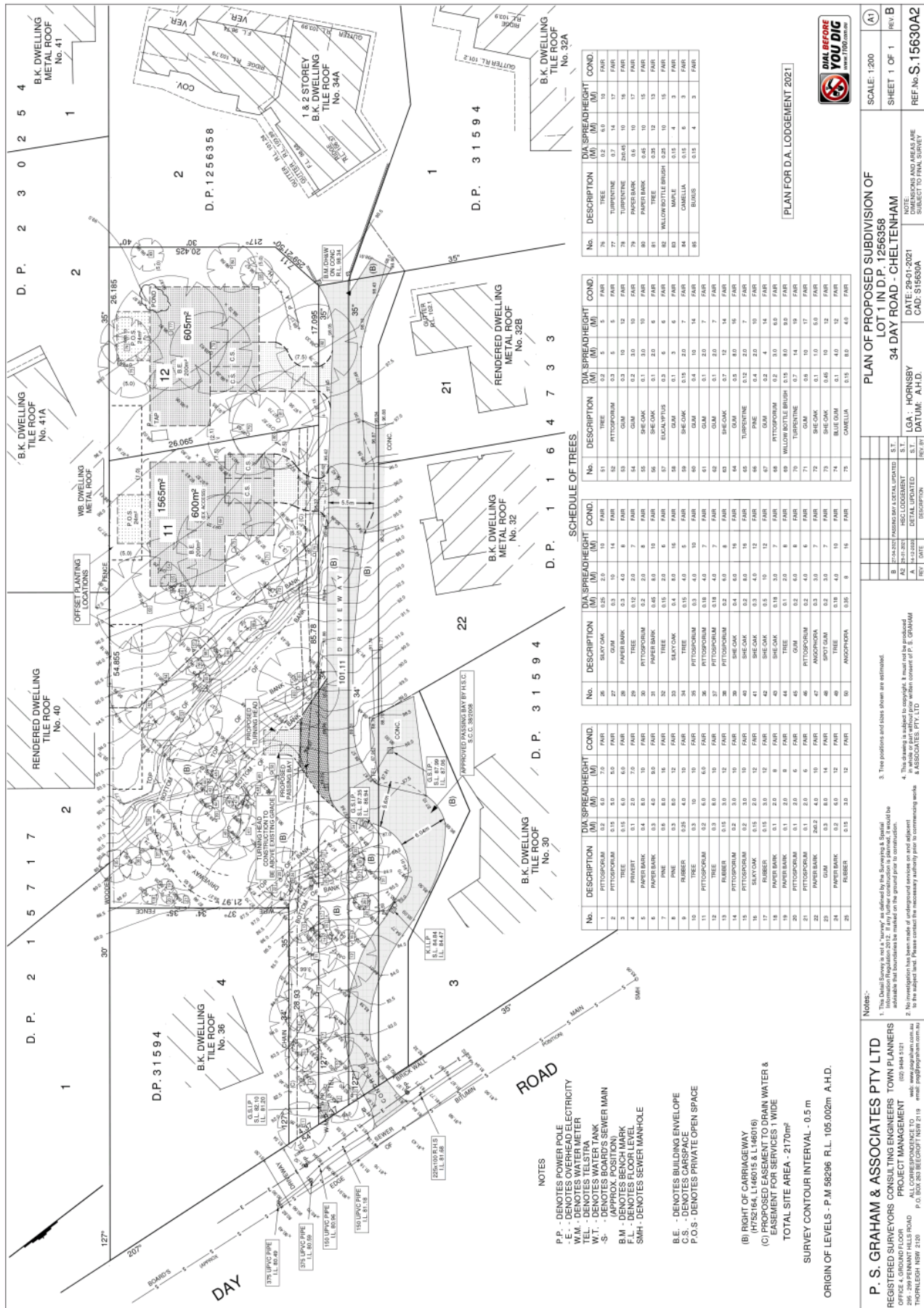
**LOCALITY PLAN**

**DA/149/2021**

**No. 34 Day Road, Cheltenham**

**ATTACHMENT 1 - ITEM 1**





# ATTACHMENT 2 - ITEM 1







# ATTACHMENT 4 - ITEM 1



## Tree Protection Plan

*AS 4970-2009 Protection of trees on development sites*

Site Address:

**34 Day Road, Cheltenham**

Client:

**Mrs Janet Loibner**

Date:

**22 January 2021**

Reference:

**20211720.5**

Prepared By:

**Meredith Gibbs**

**PO Box 3453,  
DURAL NSW 2158  
[www.australistrees.com.au](http://www.australistrees.com.au)**

# ATTACHMENT 5 - ITEM 1

## Tree Species List

No.	Species	TreatAZ	TPZ	Status
1	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Remove
2	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
3	Ligustrum lucidum (Large Leaf Privet)	Z1	2m	Retain
4	Ligustrum lucidum (Large Leaf Privet)	Z1	2m	Retain
5	Callistemon salignus (Willow Bottlebrush)	A	5m	Retain
6	Callistemon salignus (Willow Bottlebrush)	A	4m	Retain
7	Pinus radiata (Monterey Pine)	A	3m	Retain
8	Pinus radiata (Monterey Pine)	Z3	3m	Retain
9	Brachychiton acerifolius (Illawarra Flame Tree)	A	3m	Retain
10	Cinnamomum camphora (Camphor Laurel)	Z	3m	Retain
11	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
12	Acer negundo (Box Elder)	A	2m	Retain
13	Brachychiton acerifolius (Illawarra Flame Tree)	A	2m	Retain
14	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
15	Pittosporum undulatum (Sweet Pittosporum)	Z3	3m	Retain
16	Grevillea robusta (Silky Oak)	Z1	2m	Retain
17	Pittosporum undulatum (Sweet Pittosporum)	Z3	2m	Retain
18	Callistemon salignus (Willow Bottlebrush)	Z1	2m	Retain
19	Callistemon salignus (Willow Bottlebrush)	Z1	2m	Retain
20	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
21	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
22	Callistemon salignus (Willow Bottlebrush)	A	3m	Retain
23	Corymbia citrifolia (Lemon-scented Gum)	A	4m	Retain
24	Callistemon salignus (Willow Bottlebrush)	A	2m	Retain
25	Strydom pinnatifidum (Magenta Lily Pilly)	A	2m	Retain
26	Grevillea robusta (Silky Oak)	A	2m	Retain
27	Corymbia citrifolia (Lemon-scented Gum)	A	5m	Retain
28	Callistemon salignus (Willow Bottlebrush)	A	4m	Retain
29	Acer negundo (Box Elder)	Z1	2m	Retain
30	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
31	Callistemon salignus (Willow Bottlebrush)	A	4m	Retain
32	Ligustrum lucidum (Large Leaf Privet)	Z1	2m	Retain
33	Grevillea robusta (Silky Oak)	A	5m	Retain
34	Acer negundo (Box Elder)	Z1	2m	Retain
35	Strydom pinnatifidum (Magenta Lily Pilly)	A	3m	Retain
36	Pittosporum undulatum (Sweet Pittosporum)	A	2m	Retain
37	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
38	Pittosporum undulatum (Sweet Pittosporum)	A	2m	Retain
39	Casuarina cunninghamiana (River Oak)	A	7m	Retain
40	Casuarina cunninghamiana (River Oak)	A	7m	Retain

No.	Species	TreatAZ	TPZ	Status
41	Casuarina cunninghamiana (River Oak)	A	4m	Retain
42	Casuarina cunninghamiana (River Oak)	A	8m	Retain
43	Casuarina cunninghamiana (River Oak)	Z1	2m	Retain
44	Grevillea robusta (Silky Oak)	Z1	2m	Retain
45	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
46	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
47	Angophora costata (Smooth-barked Apple)	Z1	2m	Remove
48	Corymbia citrifolia (Lemon-scented Gum)	Z1	2m	Retain
49	Eucalyptus robusta (Swamp Mahogany)	Z1	2m	Retain
50	Corymbia citrifolia (Lemon-scented Gum)	A	5m	Retain
51	Cinnamomum camphora (Camphor Laurel)	Z1	2m	Retain
52	Pittosporum undulatum (Sweet Pittosporum)	Z1	3m	Retain
53	Eucalyptus phillaris (Blackbutt)	A	3m	Retain
54	Eucalyptus phillaris (Blackbutt)	A	7m	Retain
55	Casuarina cunninghamiana (River Oak)	Z1	2m	Retain
56	Casuarina cunninghamiana (River Oak)	Z1	2m	Retain
57	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
58	Eucalyptus sp (Gum Tree)	Z3	4m	Retain
59	Gone			
60	Eucalyptus botryoides (Bangalay)	A	5m	Retain
61	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
62	Angophora costata (Smooth-barked Apple)	Z1	2m	Remove
63	Casuarina cunninghamiana (River Oak)	Z4	?	Remove
64	Angophora costata (Smooth-barked Apple)	A	6m	Remove
65	Eucalyptus botryoides (Bangalay)	Z1	2m	Remove
66	Cupressus torulosa (Blutan Cypress)	Z1	4m	Remove
67	Corymbia citrifolia (Lemon-scented Gum)	A	2m	Remove
68	Pittosporum undulatum (Sweet Pittosporum)	Z1	2m	Retain
69	Callistemon salignus (Willow Bottlebrush)	Z1	2m	Remove
70	Eucalyptus microcorys (Tallowood)	A	6m	Remove
71	Eucalyptus sp (Gum Tree)	A	6m	Remove
72	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
73	Casuarina cunninghamiana (River Oak)	A	4m	Retain
74	Angophora costata (Smooth-barked Apple)	Z1	2m	Remove
75	Casuarina cunninghamiana (River Oak)	Z1	2m	Retain
76	Olea europaea subsp. cuspidata (African Olive)	Z1	2m	Retain
77	Lophosiphon confertus (Queensland Brush Box)	A	?	Remove
78	Lophosiphon confertus (Queensland Brush Box)	A	9m	Remove
79	Malaleuca quinquenervia (Broad-leaved)	A	6m	Remove
80	Malaleuca quinquenervia (Broad-leaved)	A	7m	Remove

No.	Species	TreatAZ	TPZ	Status
81	Malaleuca quinquenervia (Broad-leaved)	A	6m	Remove
82	Callistemon salignus (Willow Bottlebrush)	A	5m	Remove
83	Acer palmatum (Japanese Maple)	Z1	3m	Retain
84	Cornelia asarum (Small-leaved Camellia)	Z1	2m	Remove
85	Buxus sp (Box)	Z1	2m	Remove
86	Grevillea robusta (Silky Oak)	A	5m	Retain
87	Acer negundo (Box Elder)	Z1	3m	Retain
88	Leptospermum petersenii (Lemon Scented Tea)	Z4	4m	Retain
89	Callistemon salignus (Willow Bottlebrush)	Z1	2m	Retain
90	Pinus radiata (Monterey Pine)	A	6m	Retain
91	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
92	Angophora costata (Smooth-barked Apple)	Z1	2m	Retain
93	Angophora costata (Smooth-barked Apple)	A	2m	Remove
94	Cupressocypariss leylandii (Leighton)	Z1	2m	Retain
95	Cupressocypariss leylandii (Leighton)	Z1	2m	Retain
96	Cupressocypariss leylandii (Leighton)	Z1	2m	Retain
97	Cupressocypariss leylandii (Leighton)	Z1	2m	Retain
98	Cupressocypariss leylandii (Leighton)	Z1	2m	Retain
99	Platanus chinensis (Platanus)	A	3m	Retain
100	Cornelia asarum (Small-leaved Camellia)	Z1	2m	Retain
101	Triplaris laurina (Water Gum)	A	6m	Retain
102	Olea europaea subsp. cuspidata (African Olive)	Z1	2m	Retain
103	Platanus chinensis (Platanus)	A	5m	Remove

Title:

## Tree Species List

Reference: 20211720.5

Date: 22/01/2021

Client:

Mrs Janet Loibner

Site Address: 34 Day Road, Cheltenham

Scale

Prepared By:

Meredith Gibbs

Page:

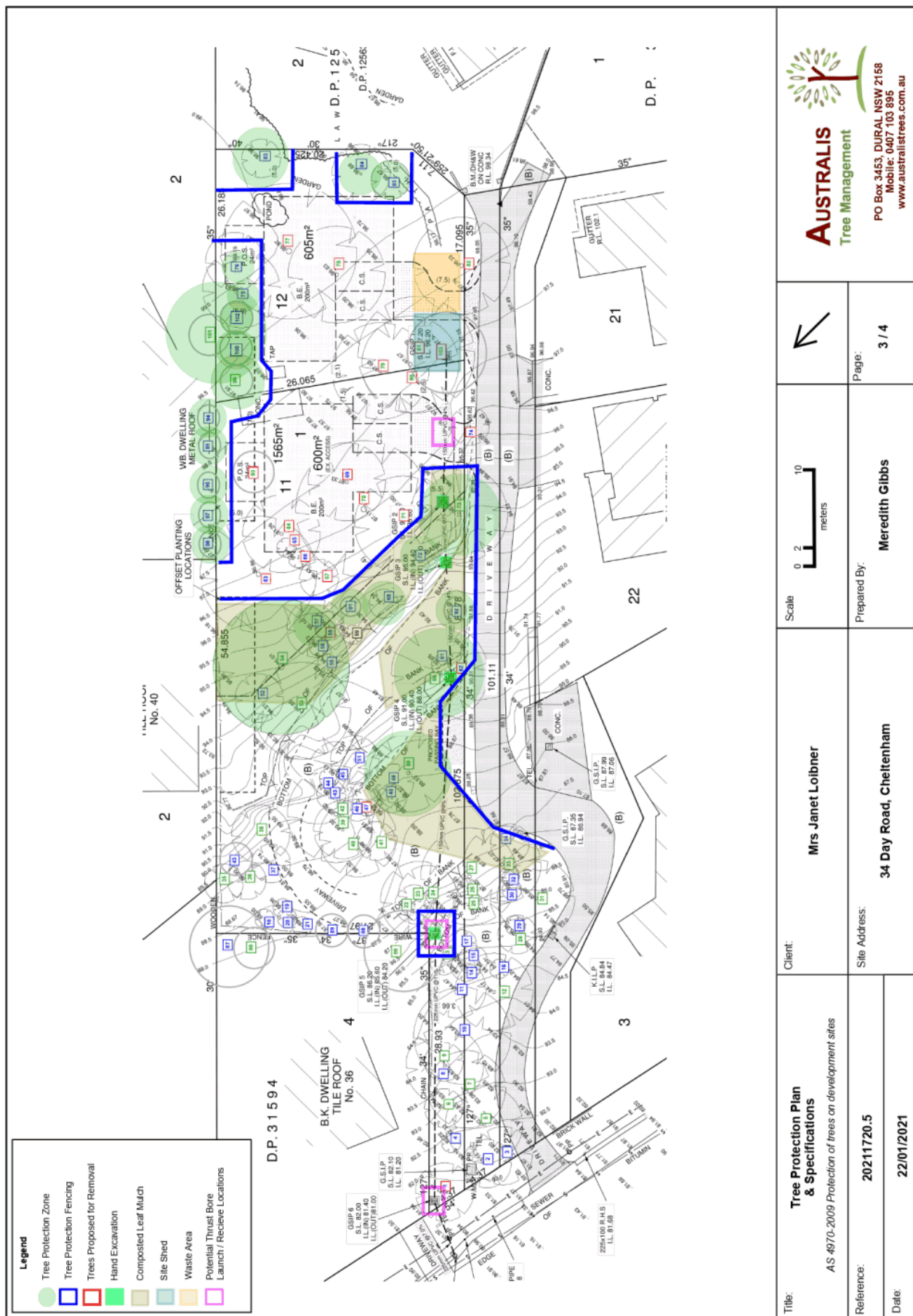
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## ATTACHMENT 5 - ITEM 1





# ATTACHMENT 5 - ITEM 1



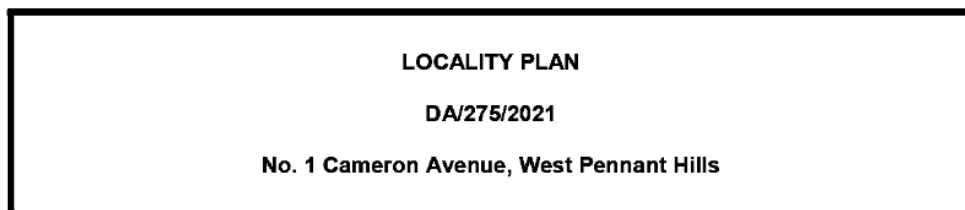
# ATTACHMENT 5 - ITEM 1

**ATTACHMENT/S**  
**REPORT NO. LPP21/21**

**ITEM 2**

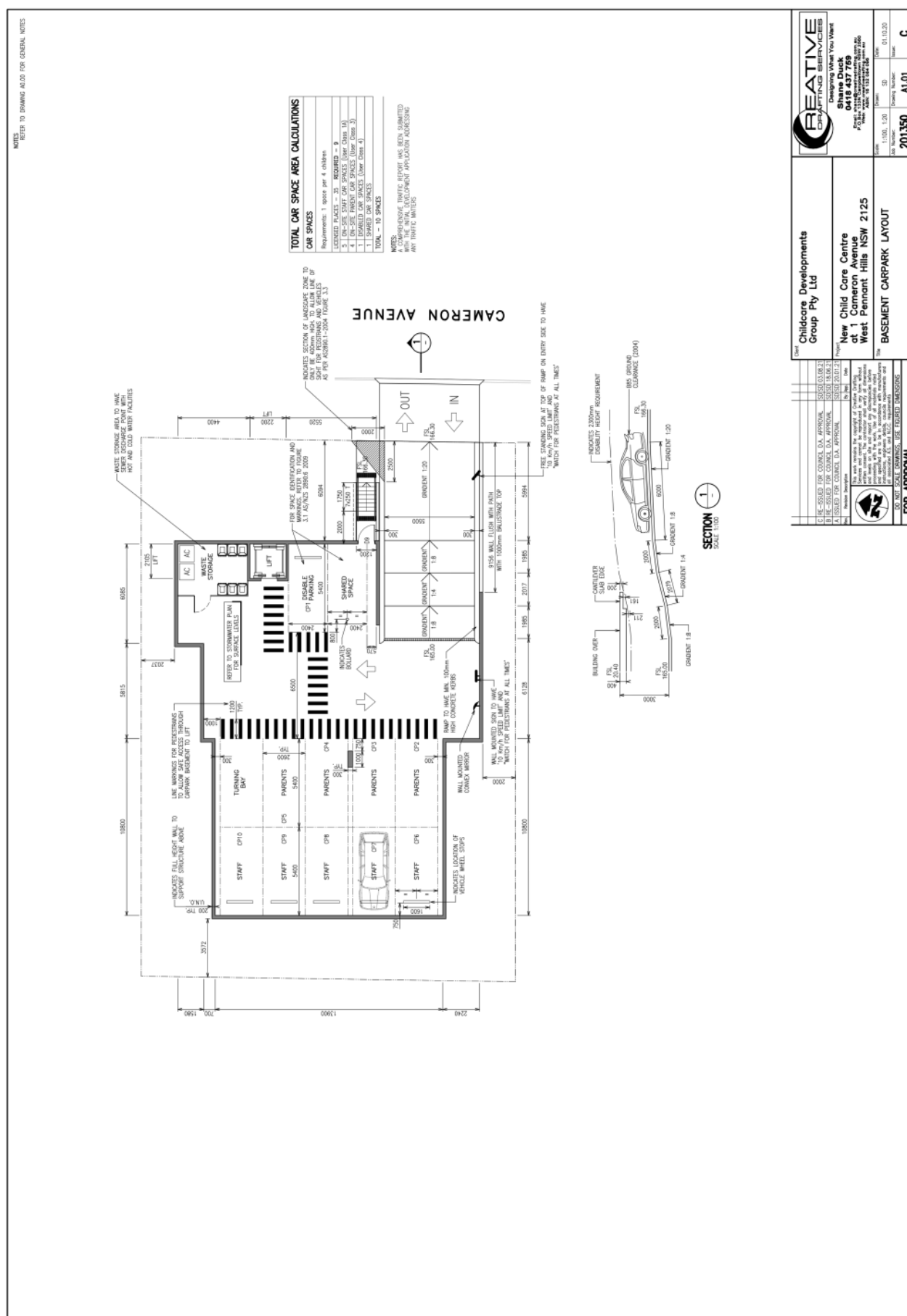
- 1. LOCALITY MAP**
- 2. ARCHITECTURAL PLANS**
- 3. LANDSCAPE PLAN**
- 4. TRAFFIC REPORT**
- 5. PLAN OF MANAGEMENT**

# ATTACHMENT 1 - ITEM 2



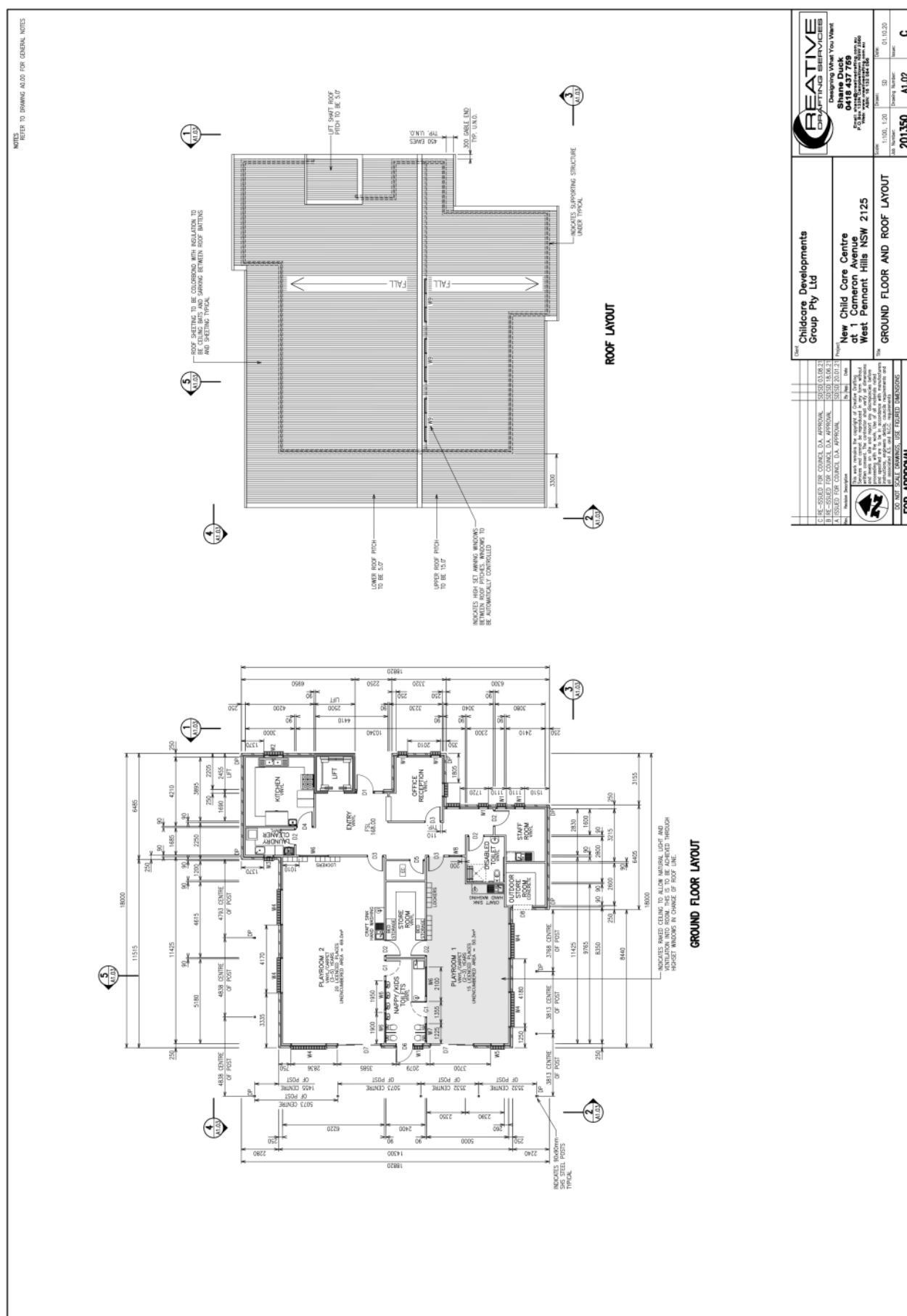




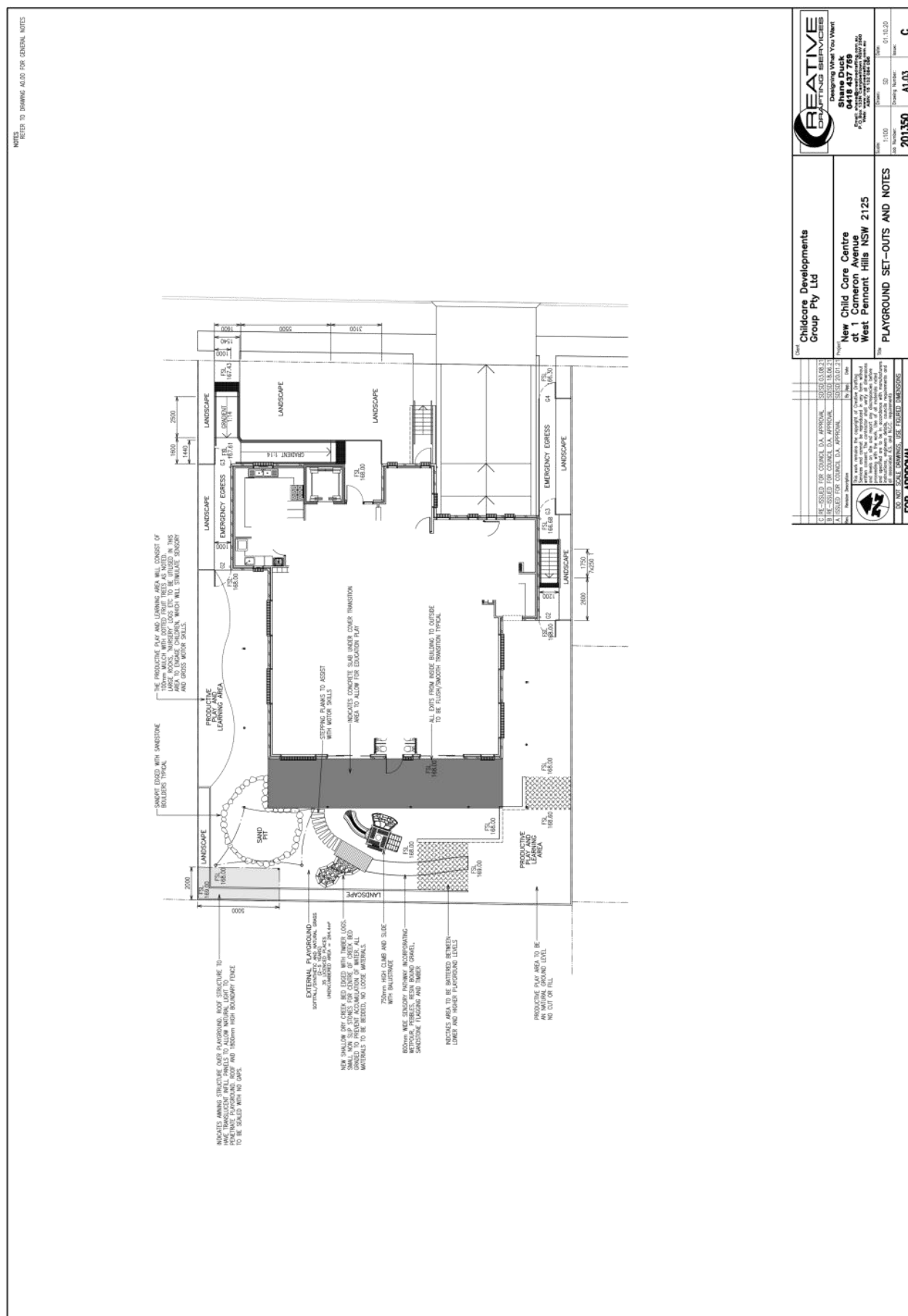


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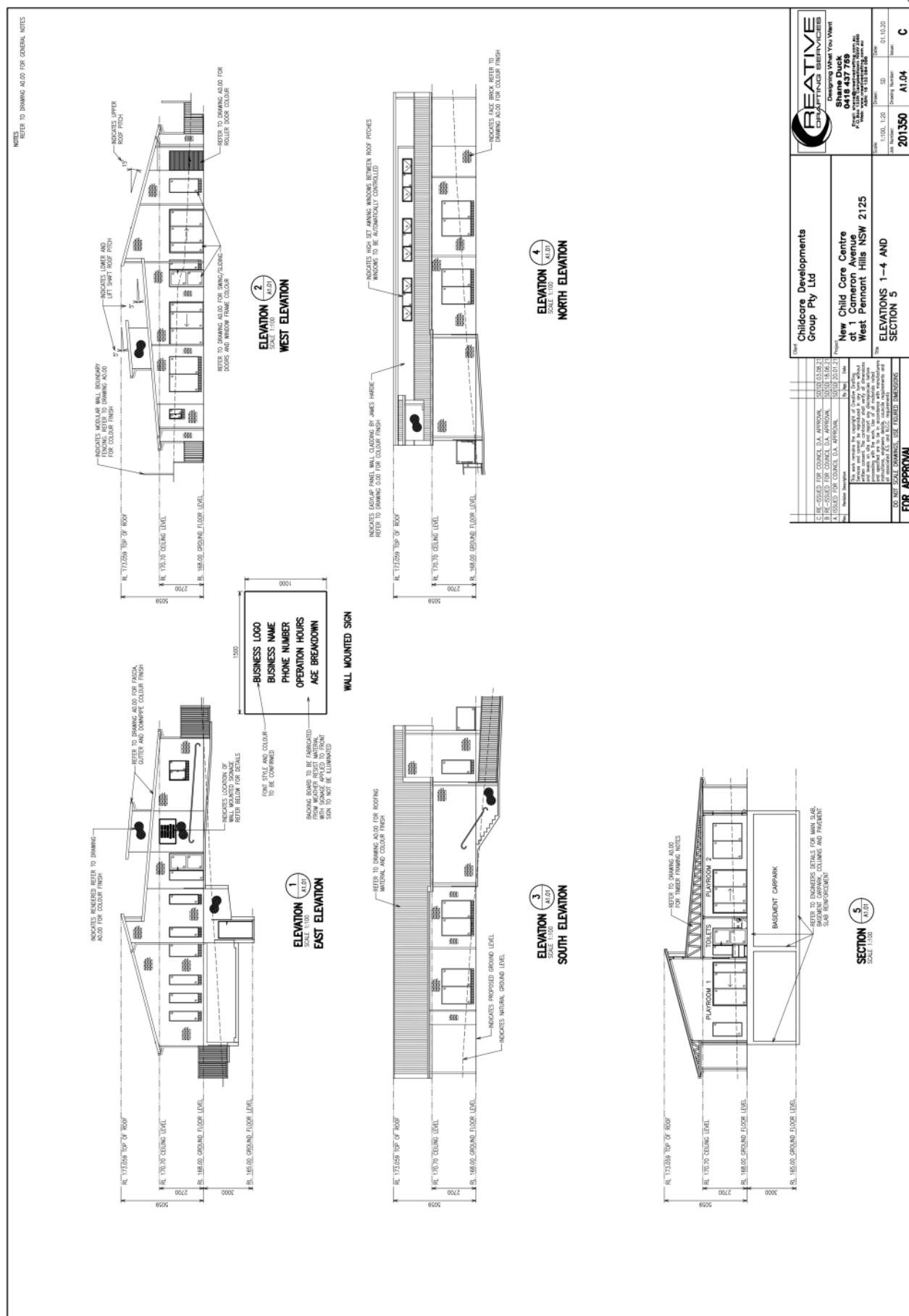




# ATTACHMENT 2 - ITEM 2



# ATTACHMENT 2 - ITEM 2



## ATTACHMENT 2 - ITEM 2

NOTES  
REFER TO DRAWING A1.00 FOR GENERAL NOTES

**ELEVATION 1**  
SCALE 1:75  
A1.07

**ELEVATION 2**  
SCALE 1:75  
A1.07

**ELEVATION 3**  
SCALE 1:75  
A1.07

**ELEVATION 4**  
SCALE 1:75  
A1.07

Childcore Developments  
Group Pty Ltd

**New Child Core Centre  
at 1 Cameron Avenue  
West Pennant Hills NSW 2125**

COLOURED SCHEME ELEVATIONS

Client: Childcore Developments Group Pty Ltd  
Project: New Child Core Centre at 1 Cameron Avenue West Pennant Hills NSW 2125  
Date: 01.10.20  
Scale: 1:75  
Drawing Number: 201350  
Revision: A1.05  
Author: C

FOR APPROVAL

DO NOT SCALE DRAWINGS. USE EXISTING DIMENSIONS

RENDERED SURFACES TO HAVE DULL PAINTED FINISH 'JANNA'  
FASCIAS, BOARDS, GUTTERS AND DOWNPIPPES TO HAVE COLOURBOND BASALT COLOUR FINISH  
MODULAR WALL FENCING TO HAVE DULL PAINTED FINISH 'SHALE GREY'  
INDICATES FACE BRICK WALL TOP SMOOTH CHOC TAY WITH WHITE MORTAR  
OUTDOOR PLAY STORAGE ROOM ROLLER DOOR TO HAVE COLOURBOND WINDSPRAY COLOUR FINISH  
WINDOWS AND DOORS TO HAVE COLOURBOND WINDSPRAY COLOUR FINISH  
CLADDING TO HAVE COLOUR FINISH 'SHELL PINKY BE DULUX'  
EXTERNAL STRUCTURAL STEELWORK TO HAVE COLOURBOND BASALT COLOUR FINISH  
POOL STYLE FENCING TO BE POWDER COATED BLACK  
ROOF COLOUR TO BE COLOURBOND BASALT  
COLOURBOND FENCING TO HAVE 'SHALE GREY' FINISH  
METAL BALUSTRADES WITH TRANSLUCENT GLAZING

REACTIVE  
DRAWING SERVICES

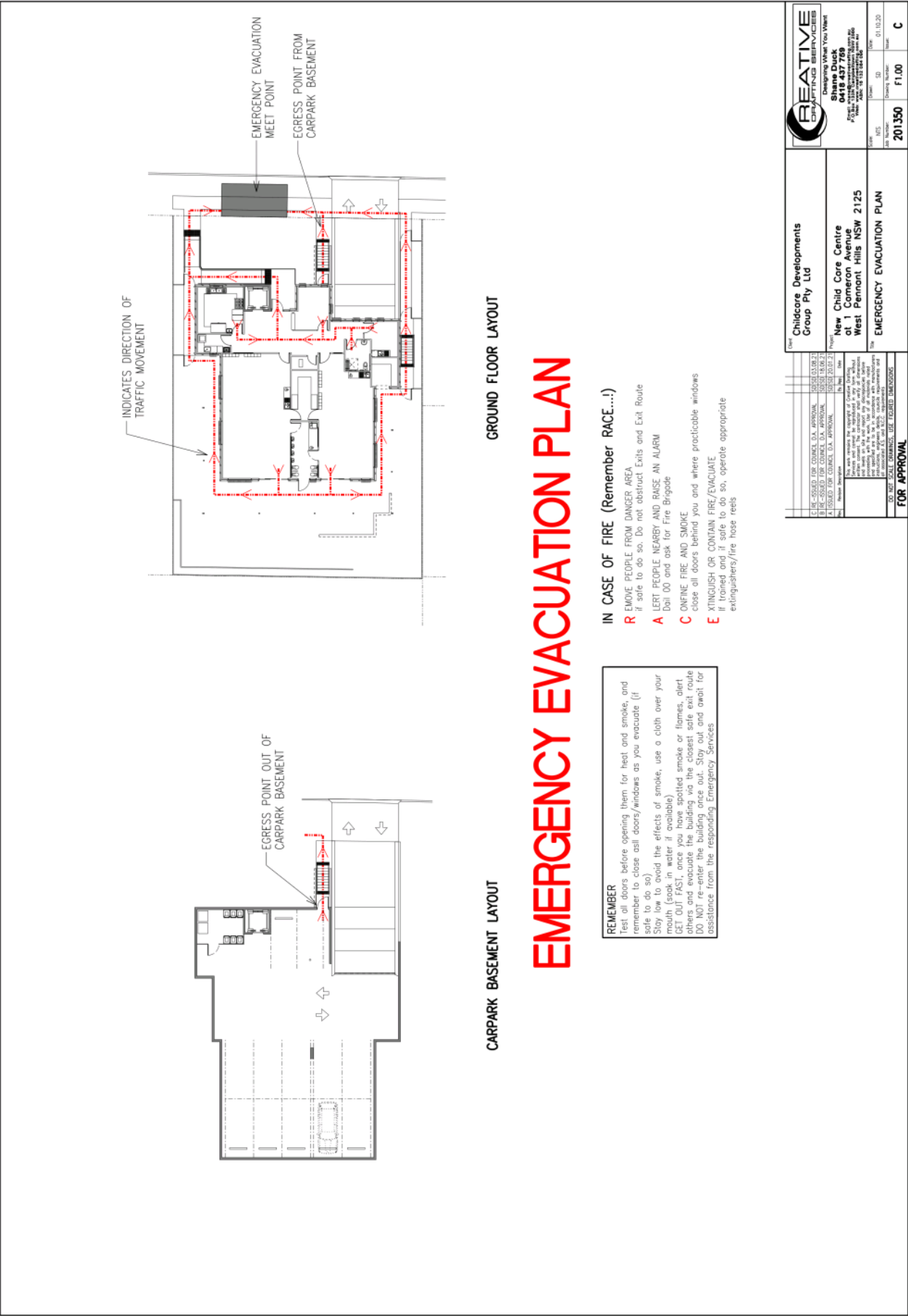
Designing What You Want  
0419 437 789  
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# ATTACHMENT 2 - ITEM 2





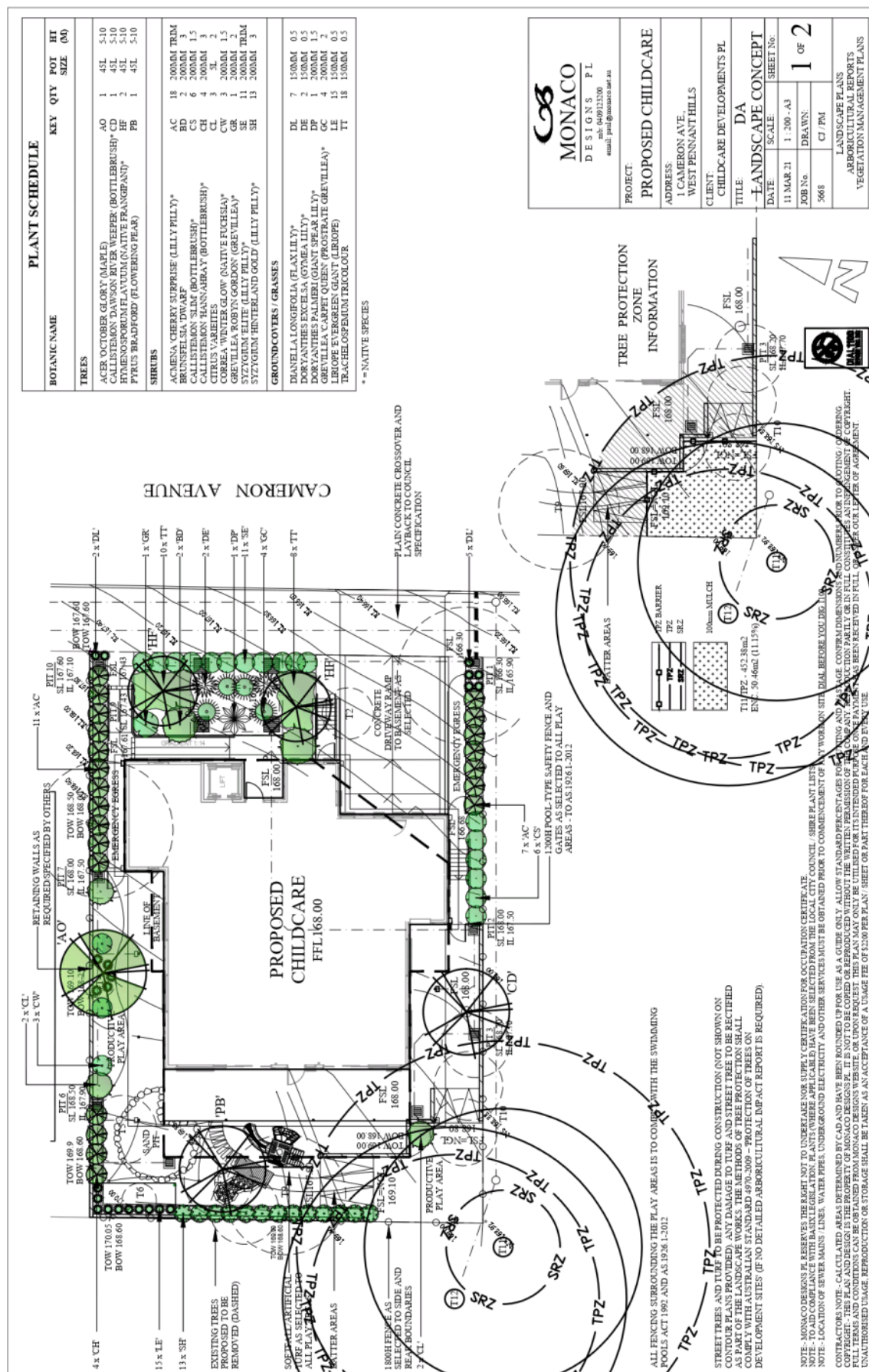




Childcare Developments Group Pty Ltd		REACTIVE CHARTING SERVICES Designing What You Want 0418 437 789 1/10-11/12/2020 1/10-11/12/2020	
Project	New Child Care Centre at 1 Cameron Avenue West Pennant Hills NSW 2125	Drawn	01/10/20
Client	EMERGENCY EVACUATION PLAN	Scale	1:100
Author	201350	Check	C
FOR APPROVAL			

ATTACHMENT 2 - ITEM 2

# ATTACHMENT 3 - ITEM 2



# ATTACHMENT 3 - ITEM 2

[illegible]



**1 CAMERON AVENUE, WEST PENNANT HILLS**

PROPOSED CHILDCARE CENTRE

## **TRAFFIC & PARKING IMPACT ASSESSMENT**

MARCH 2021

**HEMANOTE CONSULTANTS PTY LTD**  
**TRAFFIC ENGINEERING & DESIGN CONSULTANTS**  
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CONTACT: 0414 251 845  
EMAIL: [projects@hemanote.com.au](mailto:projects@hemanote.com.au)

I

**ATTACHMENT 4 - ITEM 2**



**TRAFFIC & PARKING IMPACT ASSESSMENT**  
**1 CAMERON AVENUE, WEST PENNANT HILLS**  
**PROPOSED CHILDCARE CENTRE**  
**DATE: 08 MARCH 2021**

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Document Management Traffic & Parking Assessment – 1 Cameron Avenue, West Pennant Hills

Doc. Revision	Prepared by	Reviewed by	Issued by	Issued date
Draft 1 (internally)	J. Mikhail	R. Selim	J. Mikhail	8 Jan 2021
Draft 2 (internally)	S.Payet	R. Selim	S. Payet	19 Jan 2021
Draft 3 (internally)	S.Payet	R. Selim	S. Payet	03 Mar 2021
Draft report (internally)	S.Payet	R. Selim	S. Payet	08 Mar 2021
Final report (to client)	S.Payet	R. Selim	R. Selim	10 Mar 2021

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Hemanote ConsultantsTraffic & Parking Assessment – 1 Cameron Avenue, West Pennant Hills

## 1 INTRODUCTION

This report has been prepared by Hemanote Consultants to assess the traffic and parking implications of the proposed childcare centre to be located at 1 Cameron Avenue, West Pennant Hills, accommodating up to 35 children places between the ages of 2 to 5 years old.

This report is to be read in conjunction with the architectural plans prepared by Creative Drafting Services (reduced copy of the plans is attached in Appendix 'A' of this report) and submitted to Hornsby Shire Council as part of a Development Application.

This report is set as follows:

- *Section 2:* Description of the existing site location and its use;
- *Section 3:* Description of existing traffic conditions near the subject site;
- *Section 4:* Description of the proposal, vehicular access, on-site parking provision, layout and circulation;
- *Section 5:* Assessment of impacts on parking;
- *Section 6:* Assessment of impacts on traffic in the vicinity of the subject site; and
- *Section 7:* Outlines conclusions.

## 2 EXISTING SITE DESCRIPTION

### ➤ Site Location

The subject site is located on the western side of Cameron Avenue at property No. 1 (legally known as Lot 18 of DP203971), within the suburb of West Pennant Hills. The site has a frontage of 22.86 metres to Cameron Avenue from the east. Refer to Figure 1 for a site locality map.

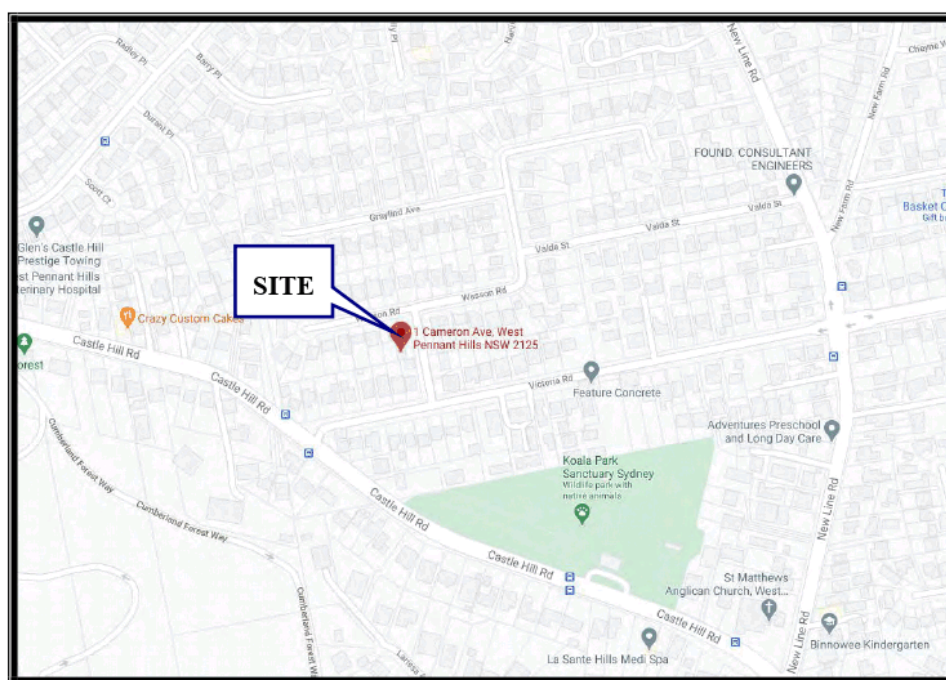


Figure 1: Site Locality Map

Hemanote ConsultantsTraffic & Parking Assessment – 1 Cameron Avenue, West Pennant Hills

➤ **Existing Site & Surrounding Land Use**

The subject site has an area of 752.5m<sup>2</sup> and is currently occupied by a single-storey residential dwelling. It is located in a mainly residential area, characterised by single dwellings. The site is also located approximately 3 kilometres from Pennant Hills Railway Station.



Photo 1: Site frontage to Cameron Avenue

### 3 EXISTING TRAFFIC CONDITIONS

#### 3.1 Road Network and Classification

Cameron Avenue is a local road that runs in a north to south direction, between Wesson Road (local road) to the north and Victoria Road (local road) to the south.

#### 3.2 Road Description and Traffic Control

Cameron Avenue has a two-way undivided carriageway with a width between kerbs of approximately 7 metres. This carriageway generally provides one travel lane per direction, plus unrestricted kerbside parking on both sides of Cameron Avenue.

The legal speed limit on Cameron Avenue is 50km/h. Cameron Avenue intersects with Wesson Road, and is controlled by T-priority, giving priority to traffic travelling along Wesson Road. Cameron Avenue also intersects with Victoria Road, and is controlled by T-priority, giving priority to traffic travelling along Victoria Road.



Figure 2: Aerial photograph of the subject site and surrounding road network



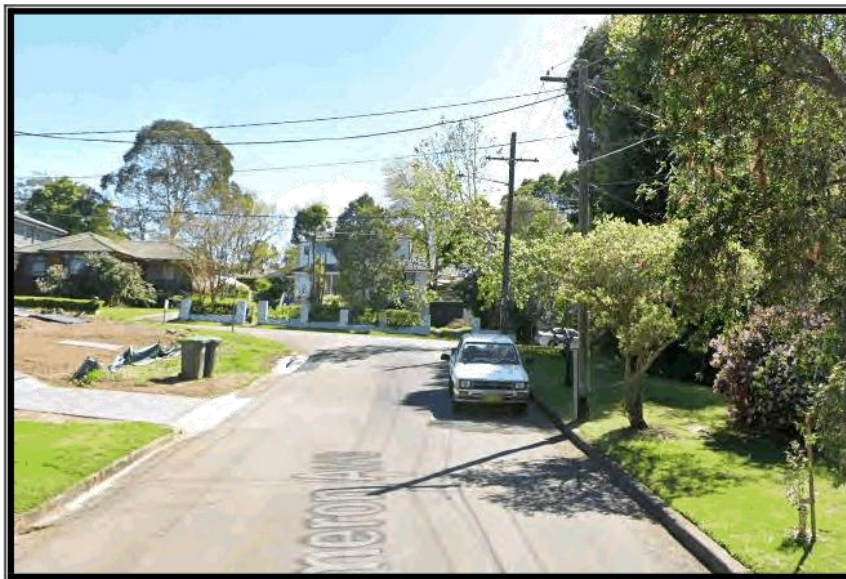


Photo 2: Cameron Avenue at the subject site – facing north



Photo 3: Cameron Avenue at the subject site – facing south

### 3.3 Current Traffic Flows

A traffic volume count was undertaken by Hemanote Consultants at the intersection of Cameron Avenue / Victoria Road near the subject site on Wednesday 17 February 2021, during morning period (7.00am to 10.00am) and afternoon period (3.00pm to 6.00pm), considering the childcare centre proposed hours of operation and traffic peak periods.

The current traffic flows in the morning & afternoon peak hours are shown in Table 1 below.

Traffic movement	Morning Peak Hour (Vehicles Per Hour)	Evening Peak Hour (Vehicles Per Hour)
	7.45am – 8.45am	2.45pm – 3.45pm
Cameron Avenue		
Northbound	18	48
Southbound	58	32
Victoria Road (East of Cameron Avenue)		
Eastbound	48	83
Westbound	90	40
Victoria Road (West of Cameron Avenue)		
Eastbound	40	107
Westbound	122	48

Table 1: Current Peak traffic flows in the vicinity of the subject site (on a typical weekday)

The results of the traffic volume counts undertaken determined that the traffic morning peak period was between 7.45am to 8.45am and the afternoon peak period was between 2.45pm to 3.45pm on a typical weekday.

The traffic flows on Cameron Avenue and Victoria Road are appropriate for local roads in a mainly residential area, where traffic is free flowing without major queuing or delays near the subject site in peak hours, with spare capacity.

It is determined that the existing mid-block level of service on both Cameron Avenue and Victoria Road is at level 'A', in accordance with Table 4.4 of the Roads & Maritime Services' *"Guide to Traffic Generating Developments - 2002"* (shown below), where peak hour flow is less than 200 vehicles/hr.

Level of Service	One Lane (veh/hr)	Two Lanes (veh/hr)
A	200	900
B	380	1400
C	600	1800
D	900	2200
E	1400	2800

Table 4.4: Urban road peak hour flows per direction RMS Guide)

➤ **Current Intersection Performance**

Average Vehicle Delay (AVD) and Level of Service (LOS) – The AVD and LOS provide a measure of the operational performance of an intersection, as indicated in Table 4.2 of the Roads & Maritime Services *"Guide to Traffic Generating Developments - 2002"* (shown below).

It has been observed that the current operational performance of the intersection of Cameron Avenue / Victoria Road are in good operation at level of service 'A', with an average delay of less than 14 seconds per vehicle.

Level of Service	Average Delay per Vehicle (secs/veh)	Traffic Signals, Roundabout	Give Way & Stop Signs
A	< 14	Good operation	Good operation
B	15 to 28	Good with acceptable delays & spare capacity	Acceptable delays & spare capacity
C	29 to 42	Satisfactory	Satisfactory, but accident study required
D	43 to 56	Operating near capacity	Near capacity & accident study required
E	57 to 70	At capacity; at signals, incidents will cause excessive delays Roundabouts require other control mode	At capacity, requires other control mode

Table 4.2: Level of Service Criteria for intersections (RMS Guide)

### 3.4 Existing Transportation Services

The subject site has good access to public transport services in the form of trains and buses. The site is located 3 kilometres from Pennant Hills Railway Station.

Frequent bus services operate along Castle Hill Road and New Line Road in the close proximity to the subject site (i.e. bus routes 620X, 622, 626, 632, 633 and 642X).

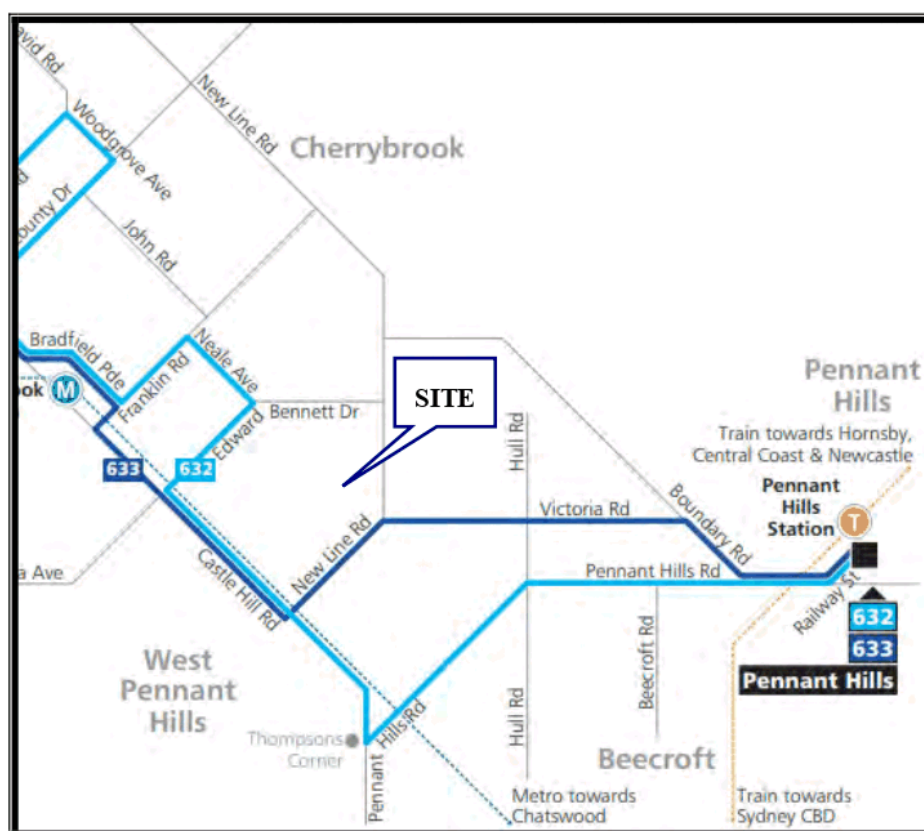


Figure 3: Bus services near the subject site (Bus no. 632 and 633)



## 4 PROPOSED DEVELOPMENT

### 4.1 Description of the proposal

The proposed development is for the demolition of the existing residential dwelling located at 1 Cameron Avenue, West Pennant Hills, and the construction of a childcare centre with on-site basement parking, accommodating up to 35 children places.

The proposed development will include the following:

- Childcare centre accommodating up to thirty-five (35) children:
  - 15 children places between the ages of 2 to 3 years old (3 staff members);
  - 20 children places between the ages of 3 to 5 years old (2 staff members).
- A total of ten (10) on-site car parking, with 5 car spaces for staff parking and 5 visitor car parking spaces for drop-off and pick-up of children (including 1 accessible parking space & an adjacent shared area) in a basement level.
- There will be a maximum of five to six (5 to 6) staff members at any given time. The proposed hours of operation of the centre will be from 7.00am to 7.00pm on weekdays only.

Refer to **Appendix 'A'** for the proposed development plans.

#### 4.2 Vehicular & Pedestrian Access

The vehicular access to and from the off-street parking facilities will be via an existing access driveway located in Cameron Avenue. The access driveway is to be widened to a width of 6.1 metres, which is adequate for a low volume (Category 1) access driveway in accordance with AS2890.1:2004 – Table 3.2.

The access driveway is to provide two-way vehicular movements, where two vehicles can pass each other at the same time without causing delays or congestion to traffic on the street. The proposed access driveway is located more than 6 metres from the tangent point of the adjacent kerbline, in accordance with Figure 3.1 of AS2890.1:2004.

The clear sight line triangle (2.5m x 2m) between the driver's eye view and pedestrians is to be provided on the exit side of the driveway, as per Figure 3.3 of AS2890.1:2004.

Vehicular access is to be located and constructed in accordance with the requirements of AS2890.1:2004, where vehicles enter and exit the site in a forward direction at all times.

A separate pedestrian access gate is also provided at the front of the site, to segregate pedestrians and vehicles and improve safety within the site.

#### 4.3 On-site Parking Provision

Hornsby Development Control Plan 2013, Section 1C.2.1, requires off-street parking for childcare centres to be provided at a minimum rate of:

- 1 car space per 4 children places.

Refer to Table 2 below for the required and proposed car parking provision for the subject development site:

Age Group	0-2 years	2-3 years	3-5 years	Total
Number of children	-	15	20	35
Staff to children ration	1 per 4	1 per 5	1 per 10	-
Number of Staff	-	3	2	5
<b>Off-street parking required</b> (9 spaces for parents and visitors)				<b>9</b>
<b>Off-street parking provided</b> (5 spaces for staff & 5 spaces for parents/visitors)				<b>10</b>
<b>Compliance with off-street car parking</b>				<b>Yes</b>

Table 2: On-site parking requirement and provision

The proposed childcare centre for 35 children places would therefore require a total of 9 off-street car parking spaces.

The proposed development provides a total of ten (10) on-site car parking, with 5 car spaces for staff parking and 5 visitor car parking spaces for drop-off and pick-up of children (including 1 accessible parking space & an adjacent shared area) in a basement level.

Therefore, the proposed on-site parking provision is adequate for the proposed development and in compliance with Council's parking requirements.

#### **4.4 On-site Parking Layout and Circulation**

The layout of the on-site car parking area and manoeuvring arrangements has been designed to enhance vehicular and pedestrian access, where vehicles enter and exit the site in a forward direction, through the provision of adequate internal aisle width and turning space.

AS2890.1:2004 Parking facilities Part 1: Off-street car parking requires a minimum parking space width of 2.4 meters (for User Class 1A staff parking) and 2.6 metres (for User Class 3 short-term visitor parking) and a minimum length of 5.4 meters. The proposed off-street car spaces have a width of 2.6 metres and a length of 5.4 meters each, which is adequate.

The accessible car parking space has a width of 2.4 metres, in addition to an adjacent 2.4 metres wide shared area, which is adequate in accordance with AS2890.6:2009.

An extension at the blind aisle has been provided beyond the last parking space in accordance with Clause 2.4.2(c) of AS2890.1:2004.

Car parking spaces adjacent to walls or obstructions have been made wider than the minimum width, to accommodate full door opening in accordance with Clause 2.4.2(d) of AS2890.1:2004.

Clause 2.4.2 of AS2890.1:2004 requires a minimum aisle width of 5.8 metres for two-way aisles, adjacent to 90° angle parking. The proposed aisle has a width of 6.5 metres, which is adequate for two-way traffic and manoeuvring into and out of parking spaces.

A 2.6 metres wide turning bay is provided at the rear of the basement level, to allow vehicles to turn around and exit in a forward direction, within a maximum three-point-turn, if all other car parking spaces are occupied.

The ramp to the basement level has a clear width of 5.5 metres, in addition to a 300mm kerb on either side and has a grade of 1:20 (5%) for the first 6 metres within the site. It has a maximum grade of 1:4 (25%) with a change of grade of 1:8 (12.5%) for 2 metres at either end of the ramp, which is compliant.

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A minimum 2.2 metres headroom clearance is to be generally provided from the car park basement level to the underside of all services conduits and suspended stormwater pipelines, in accordance with Clause 5.3.1 of AS2890.1:2004. A "Maximum Clearance 2.2m Height" sign is to be erected at the entrance to the basement car park area and is to be clearly visible to all drivers. A minimum 2.5 meters headroom clearance is to be provided above the accessible parking space and its adjacent shared zone in accordance with Clause 2.4 of AS2890.6:2009.

A traffic convex mirror is to be installed at the bottom of the ramp, to provide drivers with further assistance with viewing oncoming traffic.

All vehicular manoeuvring within the site has been designed and checked using the B99 and B85 design vehicle turning paths from AS2890.1:2004 and Austroads. Refer to the vehicle swept paths diagrams attached in Appendix 'B' of this report.

Therefore, the car parking layout and circulation are adequate in accordance with AS2890.1:2004 and AS2890.6:2009, where vehicles are to enter and exit the site in a forward direction at all times.

#### Waste Collection

All waste storage is to take place within the dedicated garbage storage area located in basement level. Waste Bins will be transported to the street kerbside for collection on waste collection day.

## 5 ON-STREET PARKING PROVISION

### 5.1 Existing Parking Controls

The subject site is located in a mainly residential area, where unrestricted parking is permitted on both sides of Cameron Avenue including the frontage of the subject site.

### 5.2 Impacts of Proposed Development on Parking

The parking demand resulting from the proposed childcare centre development can be accommodated within the proposed adequate and compliant on-site parking spaces for staff and visitors. The subject site has good access to existing public transport services.

Therefore, the proposed development will not have adverse impacts on parking in the surrounding area.

## 6 EXTERNAL TRAFFIC IMPACT

An indication of the potential traffic generation of the proposed development is provided by the *RMS Guide to Traffic Generating Development - 2002*.

The Guide specifies the following traffic generation rates for long-day care centres:

- 0.8 peak period vehicle trips per child between 7.00am and 9.00am; and
- 0.7 peak period vehicle trips per child between 4.00pm and 6.00pm.

Therefore, the proposed development with a total of 35 children places has a total estimated traffic generation as follows:

- 28 morning peak period vehicle trips (14 In and 14 Out trips); and
- 25 afternoon peak period vehicle trips (12 In and 13 Out trips).

It should be noted that the rate used by the RMS Guide is based on surveys of childcare centres, where it was determined that the mean proportion of children transported to the centre by car was 93% for long-day care centres.

The estimated peak period traffic generation is of low impact on existing flows on Cameron Avenue and the surrounding road network and can be readily accommodated without adverse impacts.

## 7 CONCLUSION

It can be concluded from the traffic and parking impact assessment that the proposed childcare centre development at 1 Cameron Avenue, West Pennant Hills will not have adverse impacts on existing traffic or parking conditions and is worthy of Council's support in its current form.

- The current traffic flows on Cameron Avenue and Victoria Road are appropriate for local roads, in a mainly residential, where traffic is free flowing without major delays in peak hours, with spare capacity.
- The estimated peak hour traffic generation is of low impact on existing flows on Cameron Avenue and the surrounding road network. The traffic generated by the proposed childcare centre development can be readily accommodated within the existing road network.
- The potential increase in the number of vehicle movements in and about Cameron Avenue and adjacent streets will not have adverse impacts on the amenity of the area.
- The parking demand resulting from the proposed childcare centre development can be easily accommodated within the proposed adequate and compliant off-street parking for both staff and visitors/parents, which is in compliance with the Council's parking requirements.
- The on-site vehicular access, car parking layout and vehicular circulation is adequate for the proposed development and in accordance with AS2890.1:2004 and AS2890.6:2009, where vehicle can enter and exit the site in a forward direction at all times.
- The subject site has good access to existing public transport services.
- The proposed development will not have adverse impact on parking in the surrounding area.

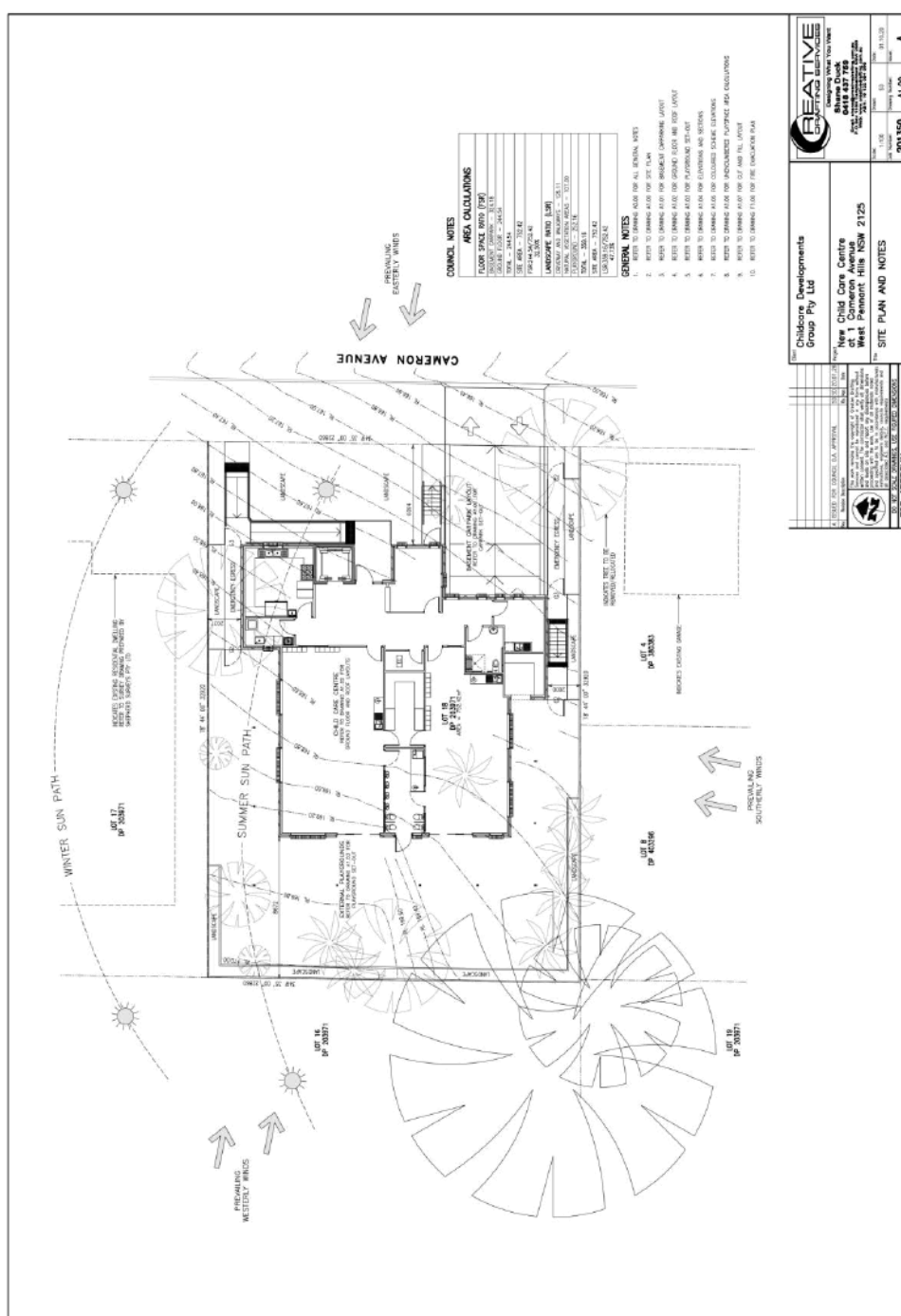


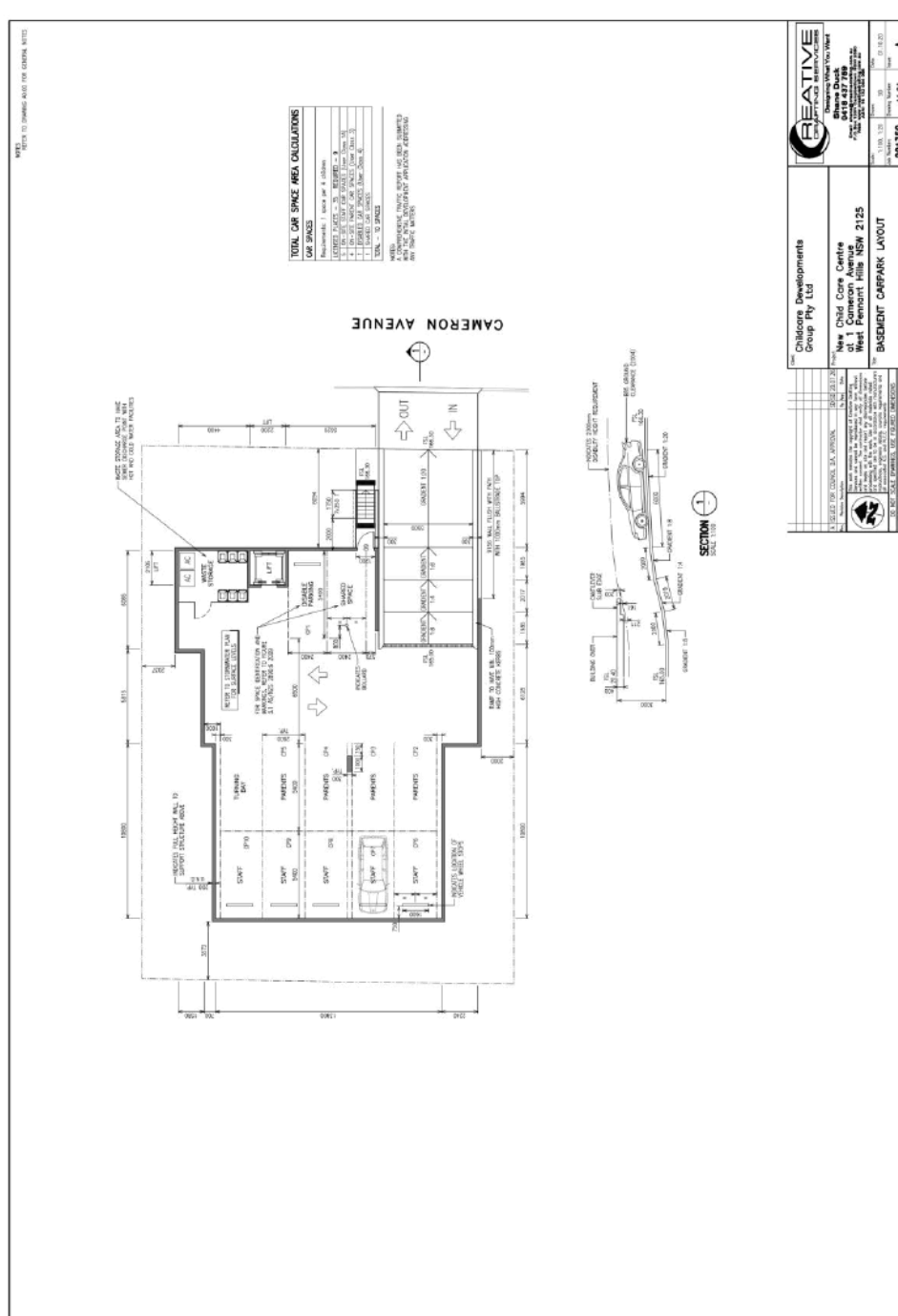
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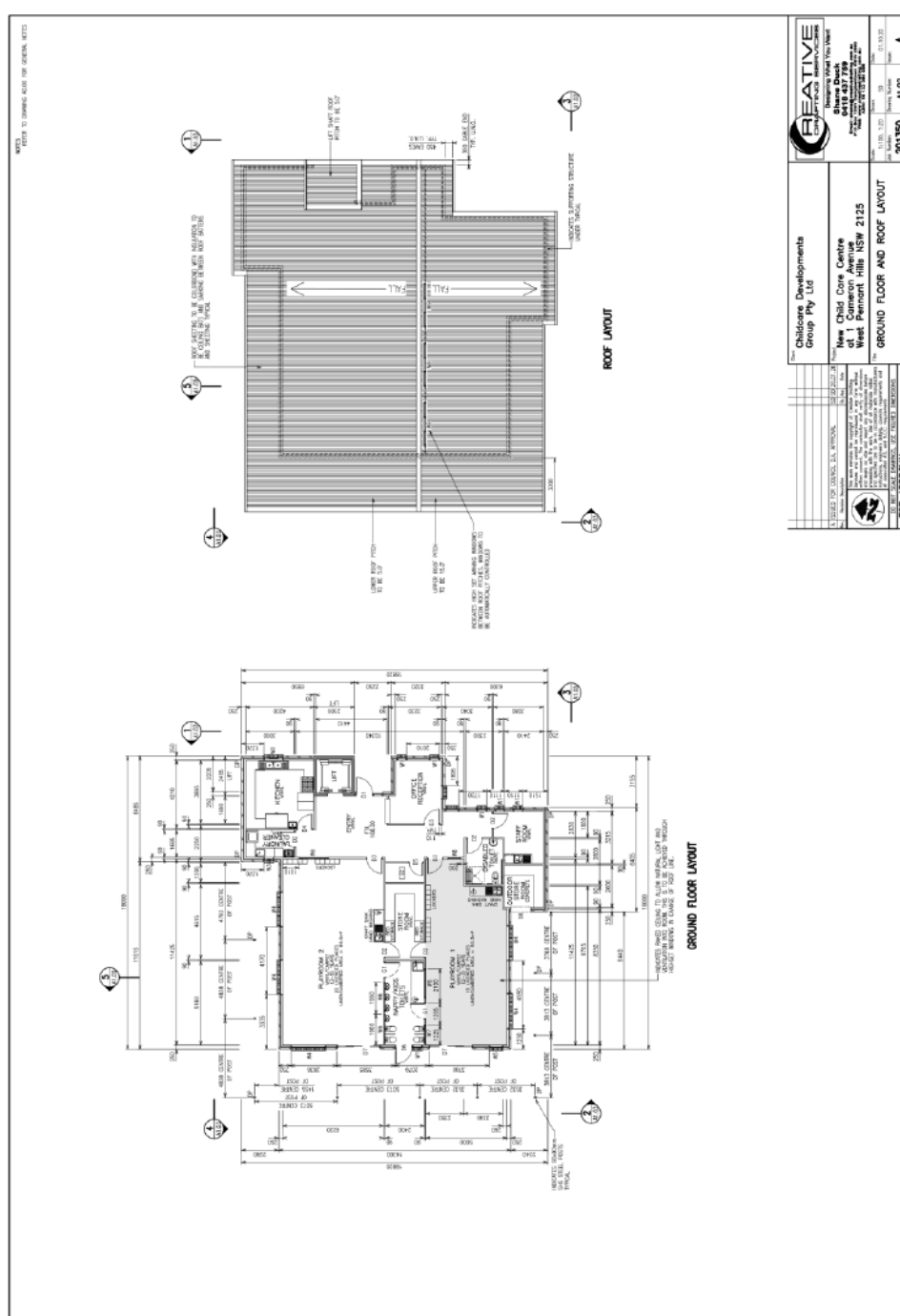
## ***Appendix A – Proposed Development Plans***

**ATTACHMENT 4 - ITEM 2**





## ATTACHMENT 4 - ITEM 2



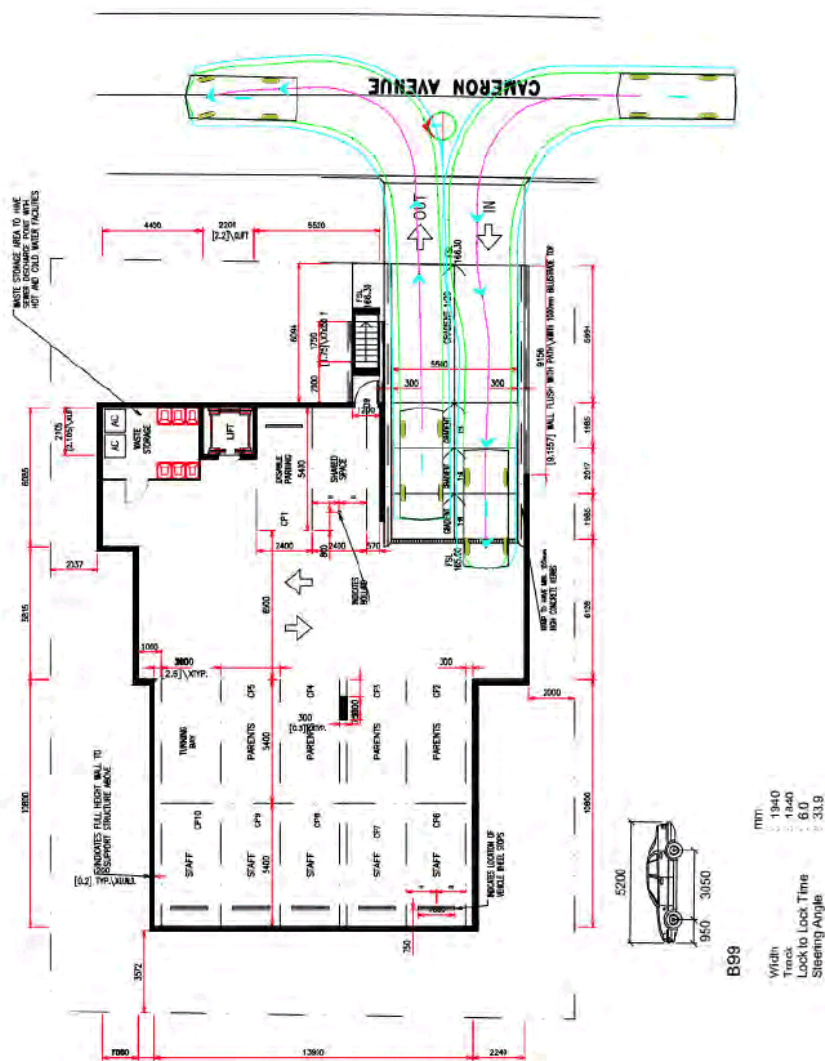
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## ***Appendix B – Vehicle Swept Paths***

**ATTACHMENT 4 - ITEM 2**

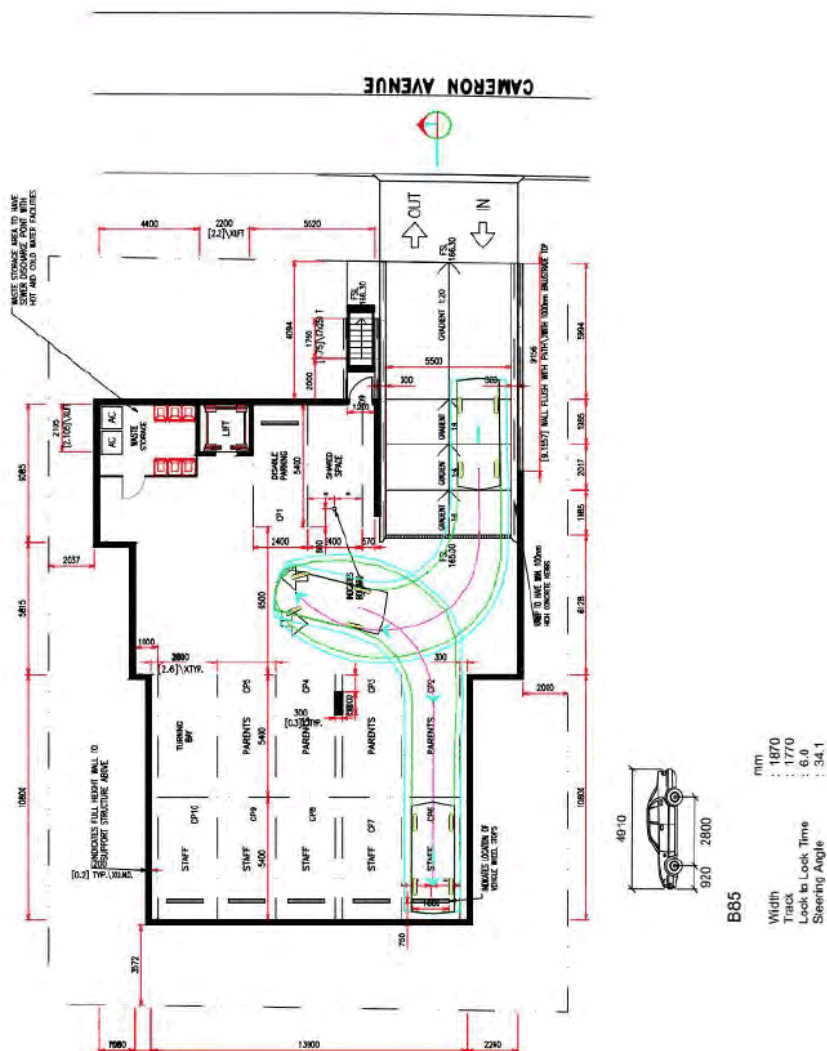
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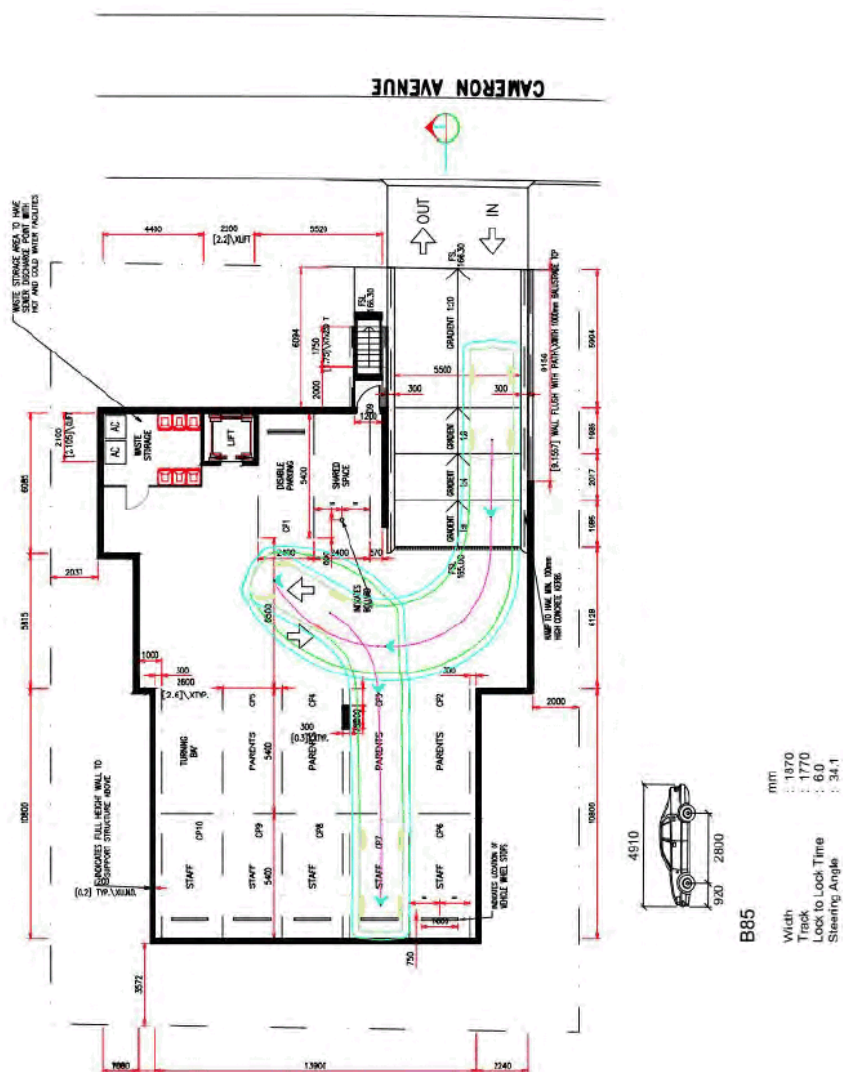
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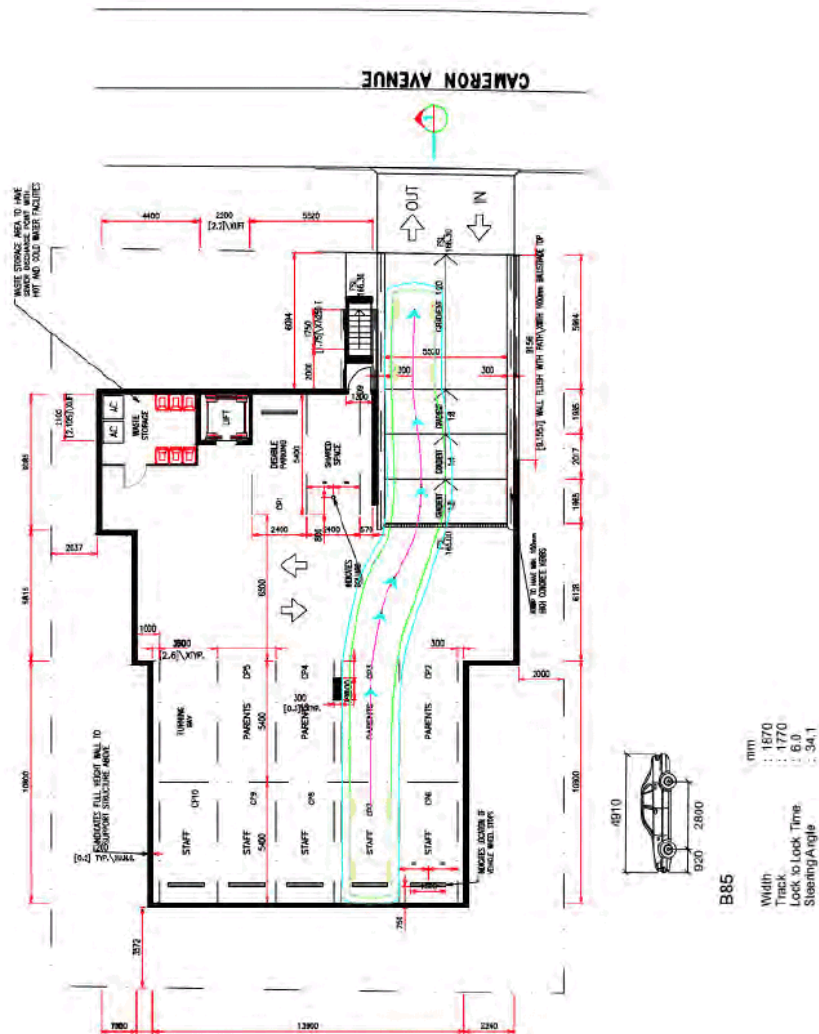
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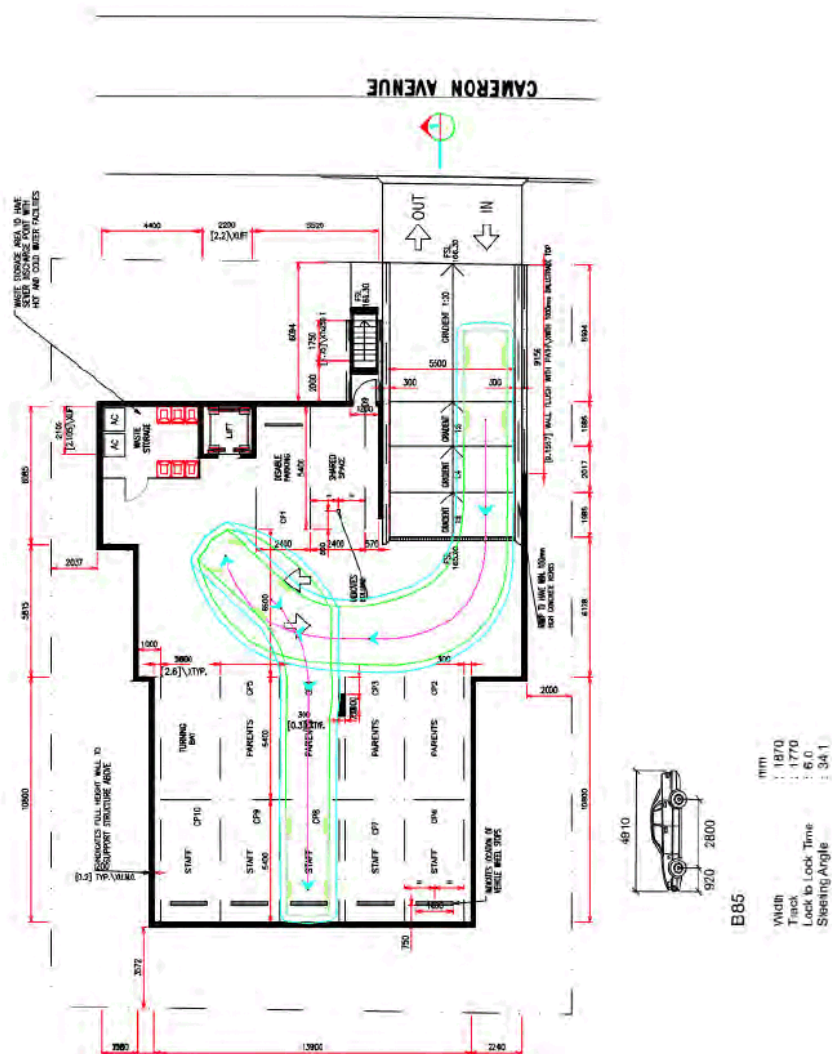
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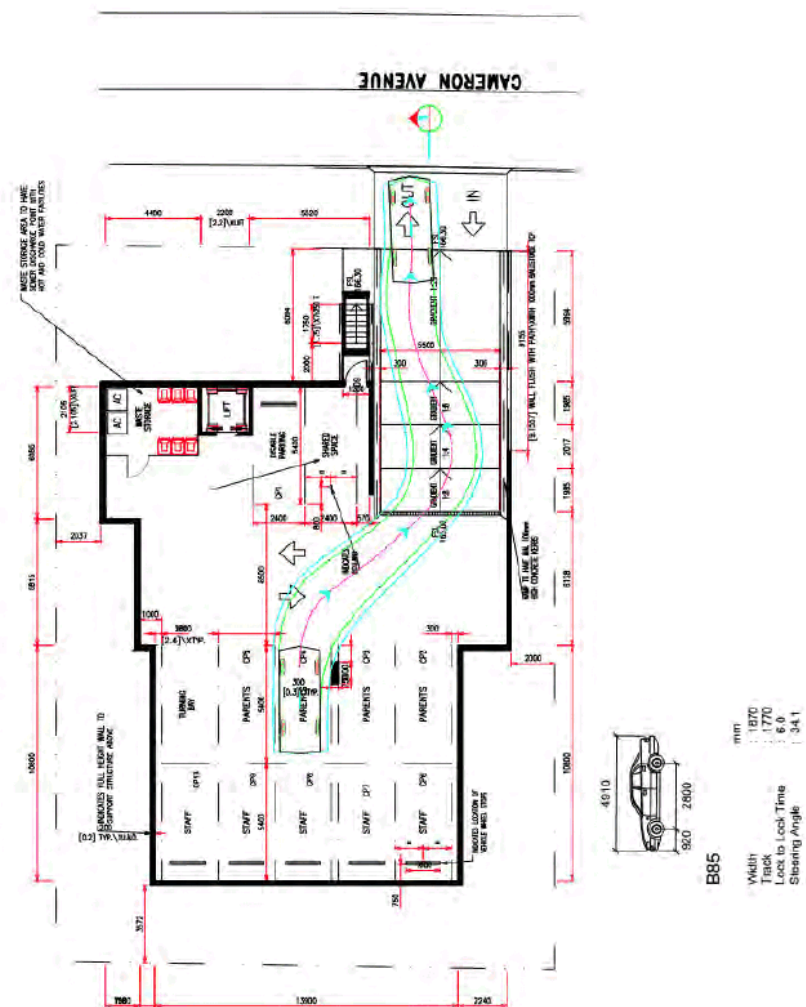


08 March 2021

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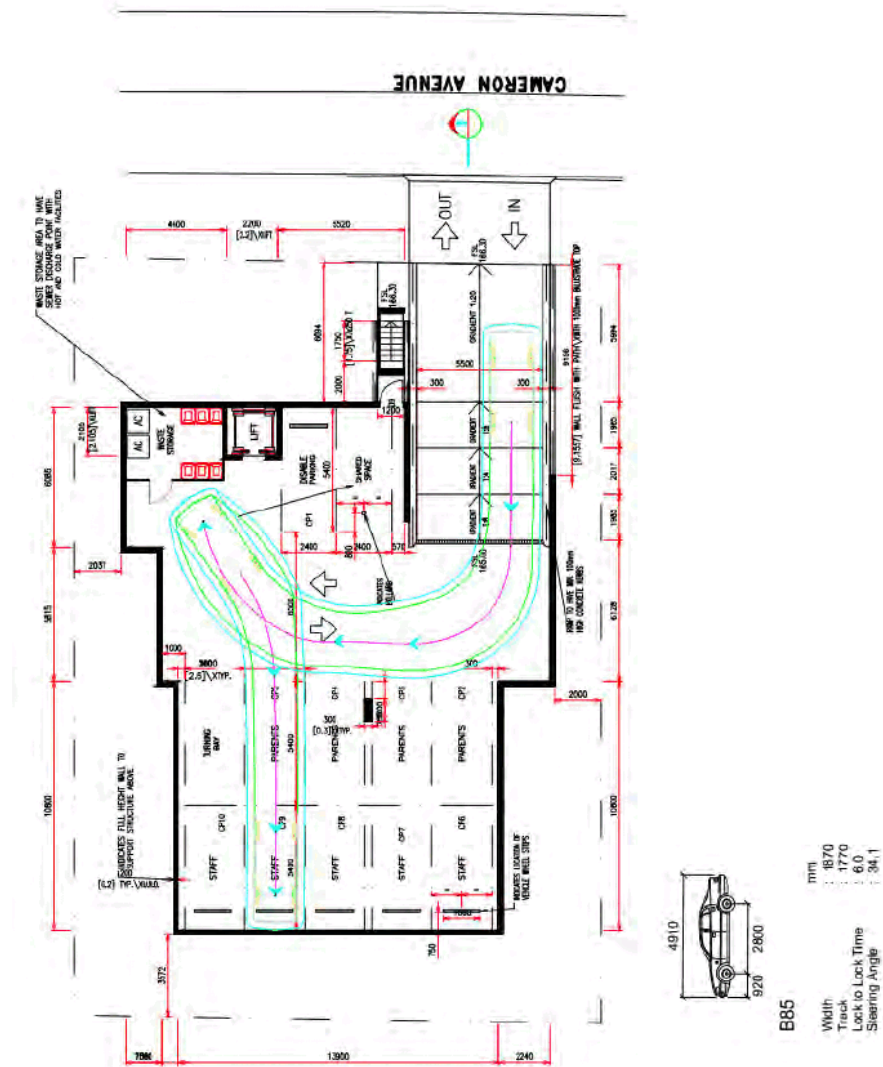
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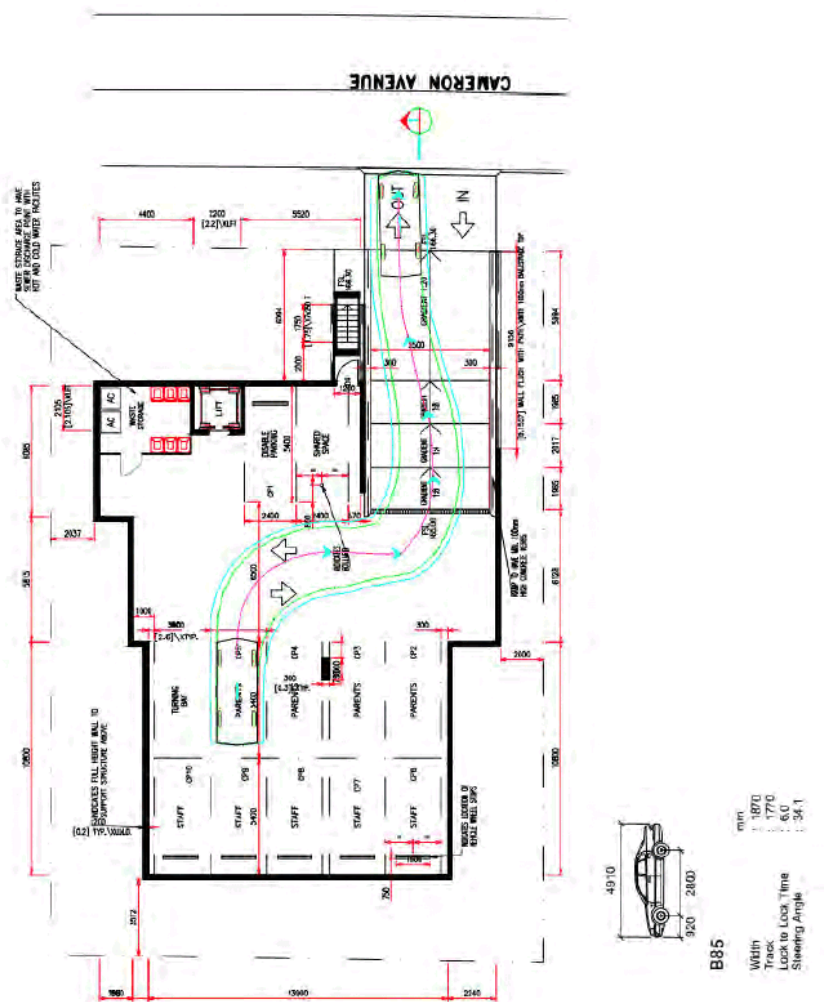


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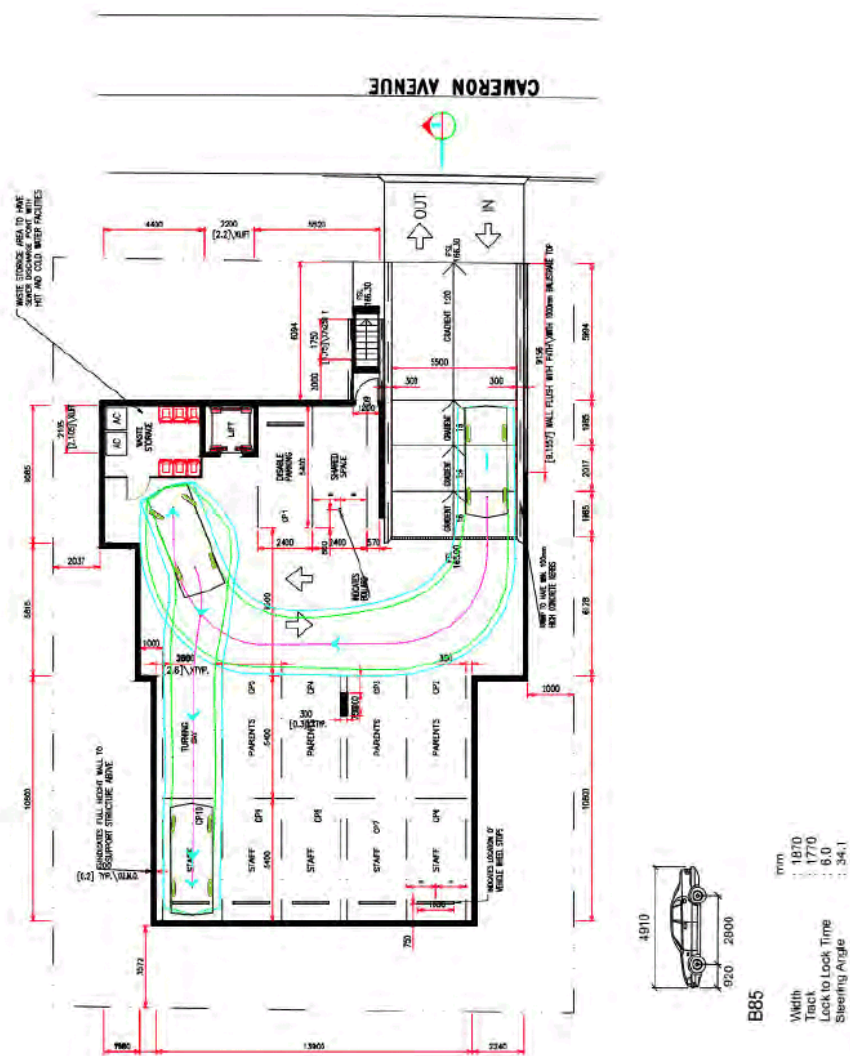
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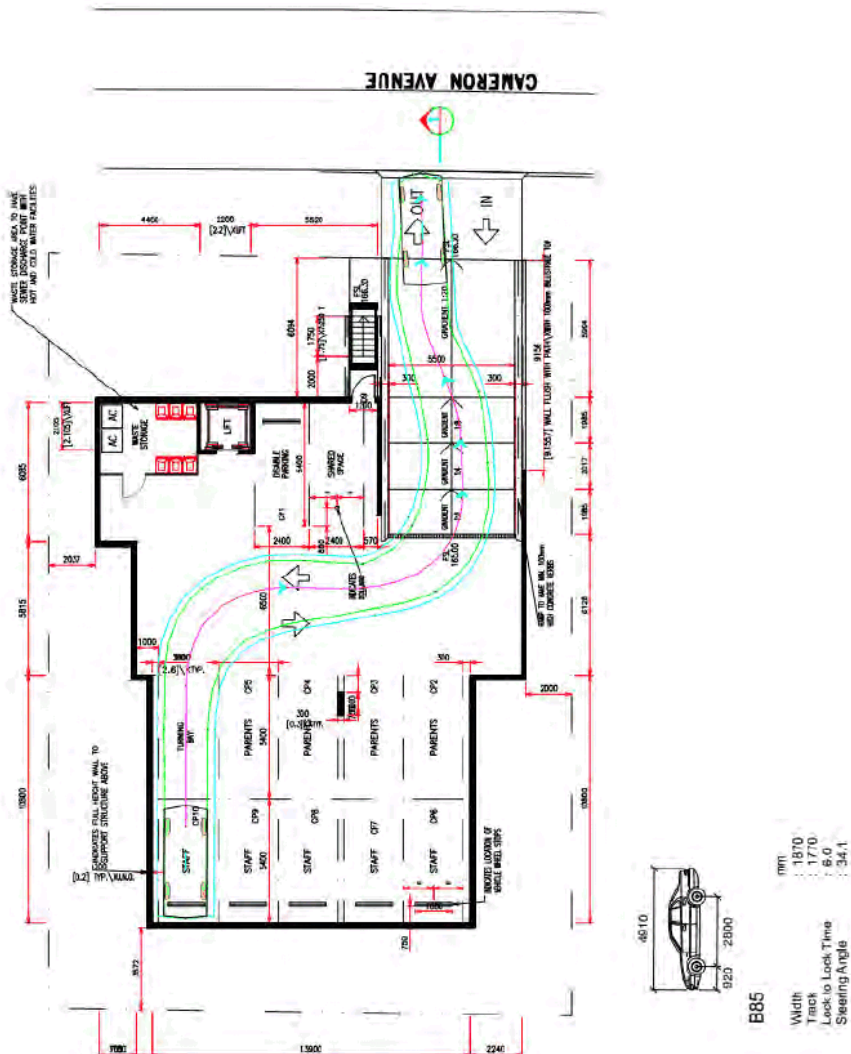
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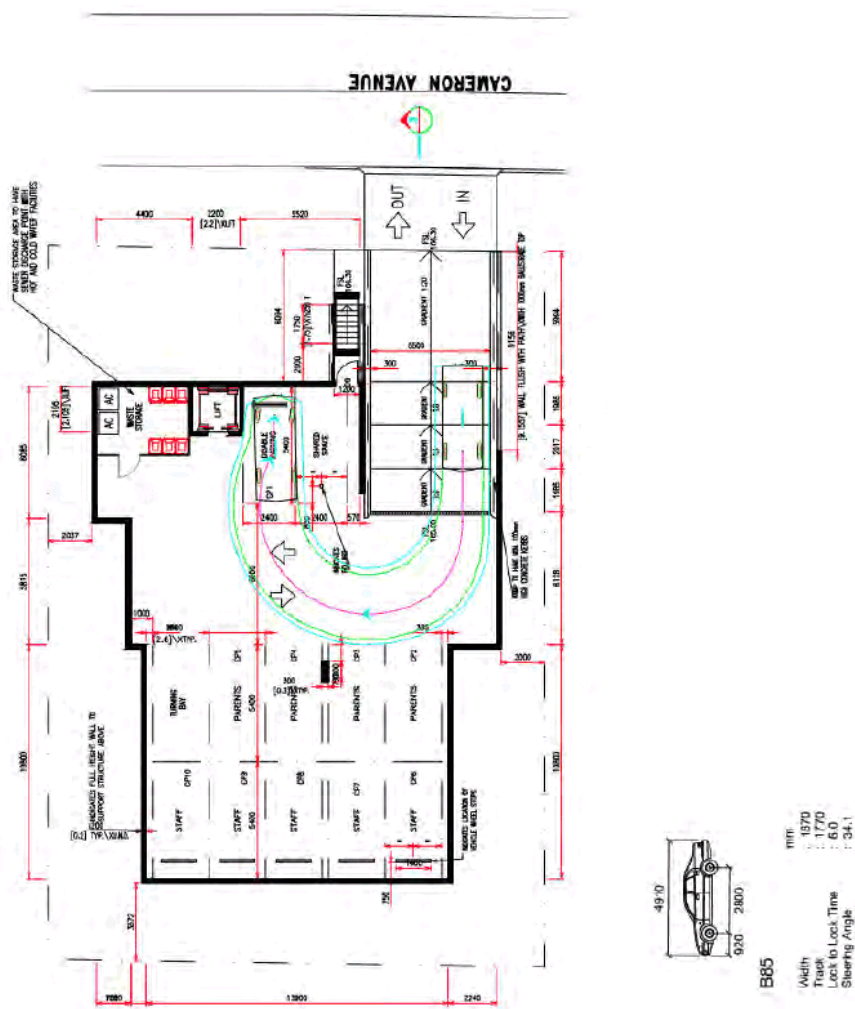
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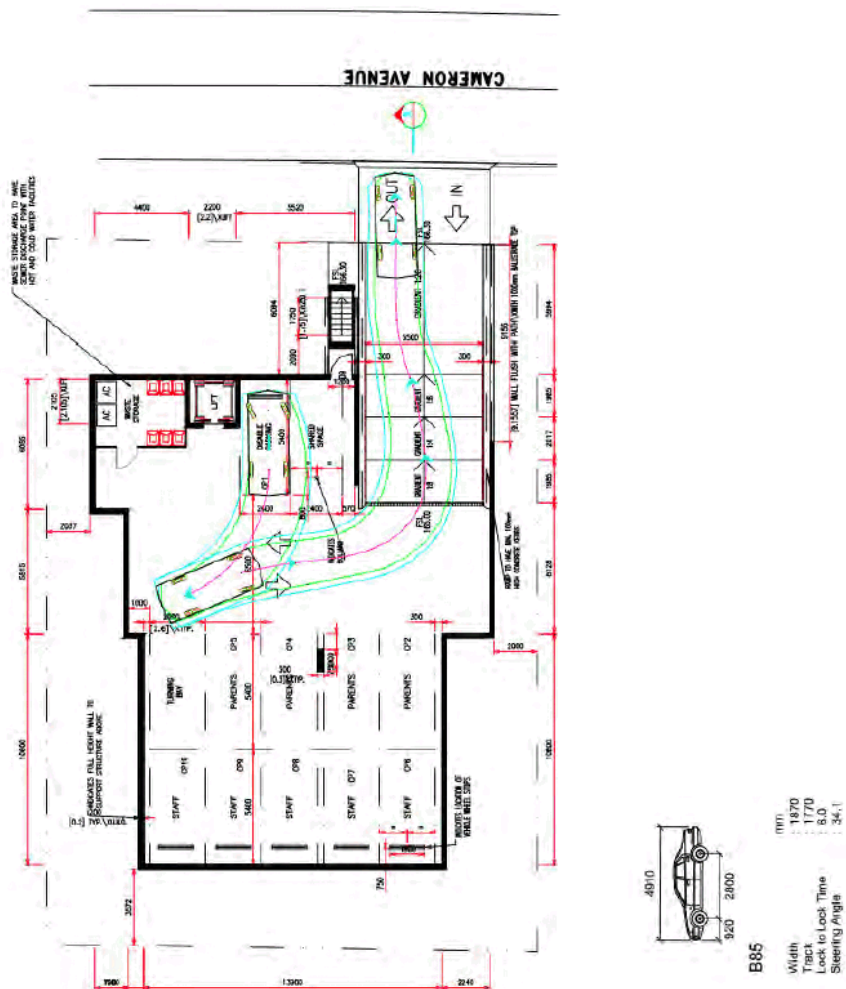
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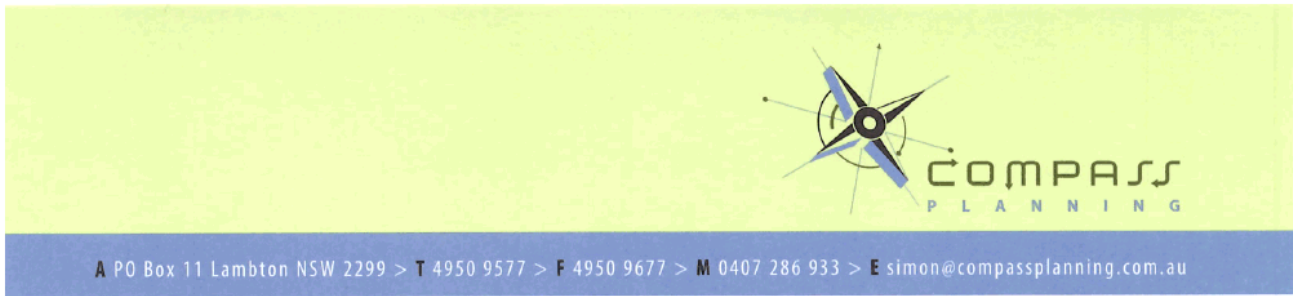
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# ATTACHMENT 4 - ITEM 2



## PLAN OF MANAGEMENT

CHILD CARE CENTRE  
LOT 18 DP 203971  
1 CAMERON AVENUE  
WEST PENNANT HILLS

June 2021  
R2.0

COMPASS PLANNING PTY LTD ABN 34 112 501 158

**ATTACHMENT 5 - ITEM 2**

Plan of Management – 1 Cameron Avenue  
West Pennant Hills**TABLE OF CONTENTS**

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Plan of Management – 1 Cameron Avenue  
West Pennant Hills

### Introduction

This Plan of Management (PoM) has been prepared for a proposed child care centre on Lot 18 DP 203971, 1 Cameron Avenue, West Pennant Hills.

The child care centre will provide long day care services for a total of 35 children aged 2 to 5 years.

Preparation of the PoM has had regard to the requirements of the following;

- ❖ Australian Children's Education and Care Quality Authority (ACEQA)
- ❖ National Quality Framework
- ❖ Education and Care Services National Law 2013
- ❖ Education and Care Services National Regulations 2013
- ❖ State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017
- ❖ NSW Government Child Care Planning Guidelines.

The PoM is designed to ensure that the Centre, facilities and daily operation complies with all relevant National, State and Local Government requirements at all times, and that the Centre provides high quality education and care programs for children. The objectives of the PoM are to outline:

- ❖ Policies and procedures
- ❖ Number of child care places
- ❖ Days and hours of operation
- ❖ Staffing arrangements
- ❖ Access and security
- ❖ Emergency procedures
- ❖ Workplace health and safety
- ❖ Waste management
- ❖ Noise management
- ❖ Complaint handling and resolution
- ❖ Access and accessibility to and within the Centre

### Aims & Objectives of the Child Care Centre

The principal aim of the centre is to achieve an excellent rating against each of the seven Quality Areas under the National Quality Standard and meet the community's demand for high quality child care and provides a safe, engaging and stimulating environment which enhances children's learning and development.

Under the National Law and Regulations, services are required to base their educational program on an approved learning framework. This should focus on addressing the developmental needs, interests and experiences of each child, while taking into account individual differences.

There are 2 nationally approved learning frameworks which outline practices that support and promote children's learning:

- [Belonging, Being and Becoming: The Early Years Learning Framework for Australia \(EYLF\)](#)

Plan of Management – 1 Cameron Avenue  
West Pennant Hills

Approved learning framework under the NQF for young children from birth to five years of age

- [My Time, Our Place: Framework for School Age Care in Australia](#)  
Approved learning framework under the NQF for school age children.

The Centre's program will be centered on the National Quality Framework and The Early Learning Framework: Belonging, Being and Becoming which is a national curriculum for the 0-5 year age group. Staff will be encouraged, through play based learning and formal teaching, to explore the learning outcomes specified in the early years learning framework with all children both individually and in groups. Parental involvement will be a key aspect of the program.

#### Child Care Licence Number and Operator

Prior to the commencement of operation the Centre will need to obtain a licence approval from the NSW Department of Education (formerly DECS) to operate a child care centre.

#### Policies and Procedures

The policies and procedures of the Centre meet the requirements of Regulation 168 of the *Education and Care Services National Regulations* and the *National Quality Standard*.

#### Number of child care places

A total of 35 licensed child care places will be available for children between the ages of 2 years and 5 years and allocated as follows;

Age	Number of Places
2-3	15
3-5	20
Total	35

#### Days & Hours of operation

The Centre will provide long day care Monday to Friday between the hours of 7.00am to 7.00pm. The centre will be closed on Public holidays.

#### Staffing Arrangements

Appropriately qualified and experienced Educators will be employed to ensure high quality education and care programs.

Plan of Management – 1 Cameron Avenue  
West Pennant Hills

The number of Educators employed will be in accordance with the staff to children ratios as set out in Regulation 123 of the Education and Care Services National Regulations as follows;

Children's Age	Ratio of Number of Educators to Children	Proposed Number of Children	Educators Required
2-3	1:5	15	3
3-5	1:10	20	2
Total		90	5

Staff will commence work on a staggered basis between 7.00am and 9.30am as child care places are progressively filled. Similarly, staff will finish work on a staggered basis as children are collected from 3.00pm onwards.

Staff will be provided with a roster and allocated their respective shifts fortnightly.

All Educators will maintain qualifications in First Aid, Asthma and Anaphylaxis, Child Protection and will undertake regular professional development opportunities to meet National Quality Standards.

All staff must agree to follow the code of conduct/code of ethics that applies to management, educators, coordinators and staff members which clearly explain the responsibilities of all parties in relating to one another, to children and to families using the care service.

An Educational Leader will be appointed to guide and mentor all Educators in all aspects of the program and a Responsible person approved by the Approved Provider, who meets the requirements set out by the NSW Department of Education and Care, will be in attendance at all times as required by Regulation 150.

### Access and Security

Pedestrian access to the centre is provided through the front entry off Cameron Avenue or via the basement lift.

Vehicular access to the centre is via the combined entry/exit basement driveway located off Cameron Avenue.

Vehicular and pedestrian access into the building will be secured and require access via a swipe card/pin code or similar. Alternatively, access will be provided by a staff member upon proof of identity.

Both the front entry off the new road and basement lift will be monitored by CCTV.

The Centre will implement the following procedure in regard to the drop-off of children to, or the pick-up of children from, the centre.

#### Arrival

- All children must be signed in by their parent or carer who delivers them to the Centre,

Plan of Management – 1 Cameron Avenue  
West Pennant Hills

- A staff member must meet and greet each child to ensure the child is cared for at all times,

Departure

- All children must be signed out by their parent or carer.

No child will be released into the care of any persons not known to the Educators. If the person is not known they must provide a form of photo identification which confirms that they are a person authorised on the enrolment form to collect the child.

### **Complaint Handling & Resolution**

The Centre will develop and implement a complaint handling and resolution policy and procedure to address neighbour complaints or concerns. The policy will aim to achieve the following;

1. Ensure details of any complaints are appropriately recorded in writing,
2. Seek to address any complaints in a professional and expedient manner,
3. Establish procedures to maintain confidentiality where requested,
4. Outline steps or actions necessary for particular complaints and line of responsibility,
5. Establish a procedure for recording the progress of actions to resolve the complaint,

### **Laundry Facilities**

The Centre includes a laundry facility. The laundry, which will incorporate a laundry tub connected to hot and cold water together with a washing machine and dryer, will be operated by the Centre staff and used to wash and dry bedlinen used in cots and beds and face cloths and bibs.

### **Food Preparation Facilities**

The centre has a designated food preparation and storage area that is both safe and hygienic.

The kitchen has been designed and constructed, and will be operated in accordance with the:

- ❖ Food Act 2003
- ❖ Food Regulation 2010
- ❖ FSANZ Food Standards Code
- ❖ AS 4674:2004 Design, Construction and Fitout of Food Premises.

The kitchen will only be accessible by one lockable door to prevent unsupervised access by children.

Facilities in the designated area include a fridge, oven, cook-top and hood, dish

Plan of Management – 1 Cameron Avenue  
West Pennant Hills

washer, preparation bench, microwave oven, garbage bin, and impervious bench-top and tiles.

### Indoor/Outdoor Facilities

The internal design and fitout of the centre has had regard to Part 4.3 Physical environment of the Education and Care Services National Regulations.

Toilets, nappy changing rooms and bottle preparation facilities are conveniently located directly off indoor play rooms. Fixed clear glazing within the upper wall section of these service areas ensures clear and unobstructed lines of sight to facilitate supervision of children by staff.

Mechanical ventilation is provided to all internal ground floor areas to ensure maintenance of an ambient temperature which ensures the safety and wellbeing of children in accordance with Regulation 110 of the National Regulations.

Each of the two (2) internal playrooms have large sliding glass doors within the western elevation providing natural ventilation on appropriate days and direct access to the undercover transition area and external play areas.

### Outdoor play areas

Playroom 1 (15 x 2-3 y/o) and Playroom 2 (20 x 3-5 y/o) are directly accessible to the External Playground 1 which is situated within the western rear part of the site.

Morning and afternoon outdoor play periods will generally be staggered to allow each age group to have the play space and toys to themselves.

### Daily Routine and Activities

The following routine is indicative only but provides a guide to the extent of daily activities.

Time	Activity
7.00am	Centre opens.
7.00am – 11.00am	Breakfast – Indoor/outdoor play (structured/free play). Breakfast for Toddlers at 9.30am and Pre-schoolers at 10am*
11.00am – 2.30pm	Lunch time followed by rest time
2.30pm – 3.30pm	Indoor structured/free play. Afternoon tea commences at 2.30pm
3.00pm – 5.00pm	Indoor/outdoor play (structured/free play). Many parents have collected children by this time)
5.00pm – 6.00pm	Indoor free play. Children are typically grouped into one room as many children have been collected
7.00pm	Centre closes

- Times are approximate.

Plan of Management – 1 Cameron Avenue  
West Pennant Hills

### Noise Management

The *DA Noise Assessment* undertaken by Renzo Tonin & Associates Pty Ltd (Ref: TL779-01F02, 4 March 2021 recommends the following management measures to mitigate potential noise impacts;

- Signs be erected at appropriate, prominent locations, to advise the following;
  - staff and parents converse at a low volume,
  - parents not call out to their children when delivering or collecting their children, and
  - gates not be slammed.
- Crying children be taken indoors and settled before being allowed to return outdoors,

Recommendations of the DA Noise Assessment regarding physical noise mitigation measures associated with acoustical shielding of the mechanical air conditioning plant and fence construction, which are expected to form part of the conditions of development consent, are anticipated to require satisfactory evidence of compliance prior to issue of the Occupation Certificate.

### Fire Safety

The Centre must install and maintain certified fire equipment in accordance with the Building Code of Australia (BCA) and Regulations.

### Shade

Regulation 114 of the *Education and Care Services National Regulations* states that *"The approved provider of a centre-based service must ensure that outdoor spaces provided at the education and care service premises include adequate shaded areas to protect children from overexposure to ultraviolet radiation from the sun."*

The Centre will join the Sun Smart Child Care Program provided by the NSW Cancer Council and establish a Sun Protection Policy incorporating the following key components;

- All outdoor activities will be planned and sited to occur in shaded areas and moved as necessary throughout the day to follow the sun/shade path.
- Principal fixed play equipment will be permanently shaded with shade sails or the like. Other play equipment will be shaded by portable umbrellas.
- All sun protection measures (shade, sunsmart hat, clothing and sunscreen) together with recommended outdoor times will be adopted.

A 3300m wide roofed transition area extends across the width of the western rear elevation of the centre and returns along the northern and southern side elevations with a width of 2000mm. The transition area is directly accessible from the internal



Plan of Management – 1 Cameron Avenue  
West Pennant Hills

play areas. The transition area will provide a play area for children in inclement weather.

The transition area provides a total of some 97.41m<sup>2</sup> of undercover/shaded area.

The outdoor play area will incorporate a shade sail over the sand pit play areas.

The shade sail will cover a minimum of approximately 12-15m<sup>2</sup> or 6% of the total play area and have a minimum head clearance of 2.1m to ensure clear access and viewing of the play area by adults.

The support posts of the shade sails will incorporate padding to afford protection to children.

The total provision of shaded outdoor area (shade sail + transition area) equates to approximately 112.41m<sup>2</sup> or 44.57% of the total outdoor play area.

### Emergency & Evacuation Procedures

In accordance with Regulations 97 and 168 of the *Education and Care Services National Regulations* the Centre must develop an Emergency and Evacuation Plan which addresses the following matters;

- (a) provide instructions for what must be done in the event of an emergency;
- (b) prepare an emergency and evacuation floor plan.
- (c) conduct a risk assessment to identify potential emergencies that are relevant to the Centre
- (d) ensure the emergency and evacuation procedures are rehearsed every 3 months by the staff members, volunteers and children present at the Centre on the day of the rehearsal and the responsible person in relation to the Centre who is present at the time of the rehearsal
- (e) ensure that a copy of the emergency and evacuation floor plan and instructions are displayed in a prominent position near each exit of the premises
- (f) ensure that, when educating or caring for children, the nominated supervisor and staff members of the Centre have ready access to an operating telephone or other similar means of communication to enable immediate communication to and from parents and emergency services.

**ATTACHMENT/S**

**REPORT NO. LPP20/21**

**ITEM 3**

- 1. LOCALITY MAP**
- 2. CONSOLIDATED PLAN SET FOR APPROVAL**
- 3. AMENDED PLAN OF MANAGEMENT**

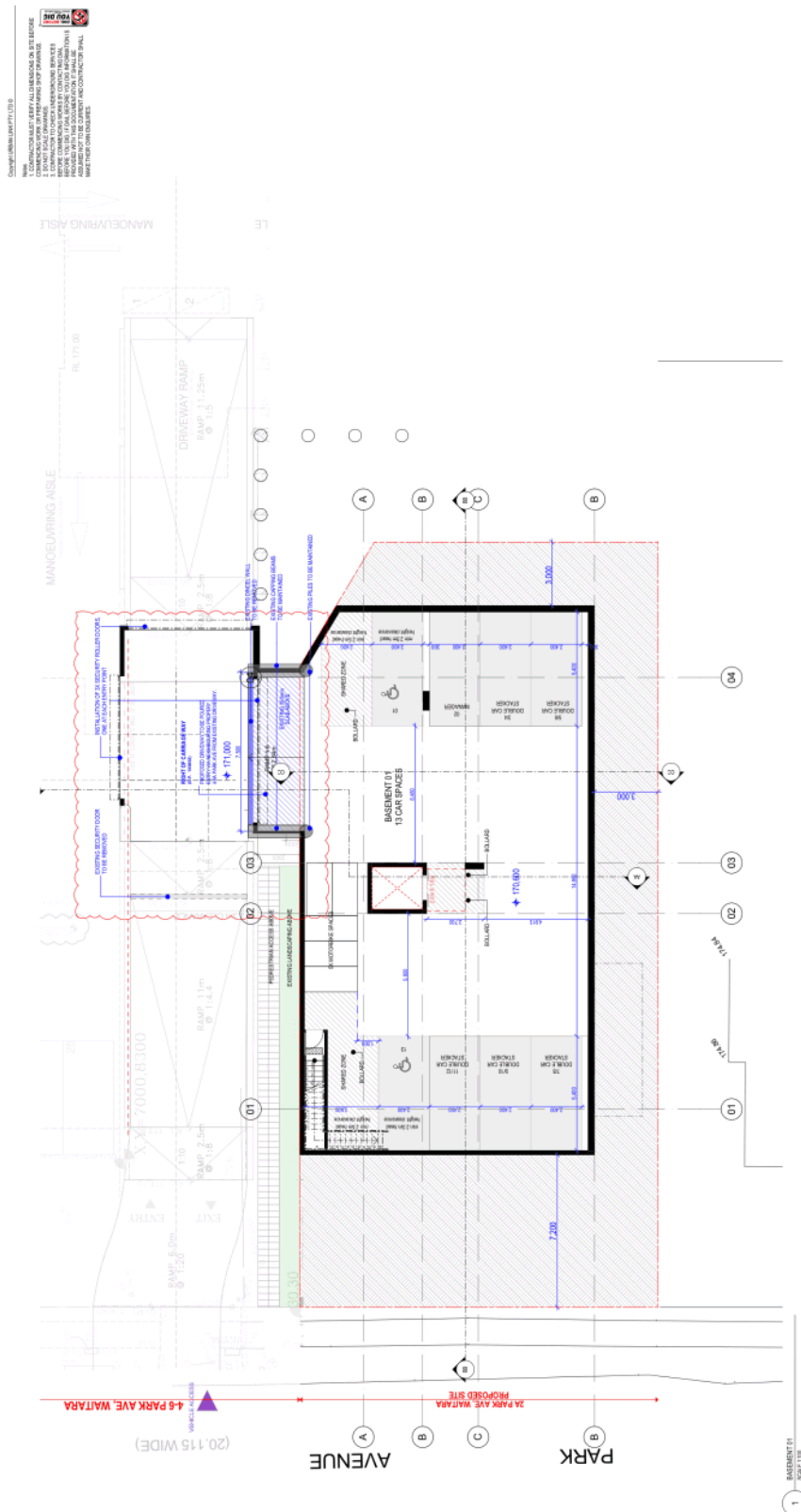


**LOCALITY PLAN**

**DA/947/2020**

**2A Park Avenue, Waitara**

**ATTACHMENT 1 - ITEM 3**



NO AMENDMENTS	
1. APPROVED	2. APPROVED
3. APPROVED	4. APPROVED
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**URBAN LINK**  
URBAN LINK AUSTRALIA  
100/102 WATARA RD, WATARA NSW 2109  
PH: 02 9330 2222, FAX: 02 9330 2223  
www.urbanlink.com.au

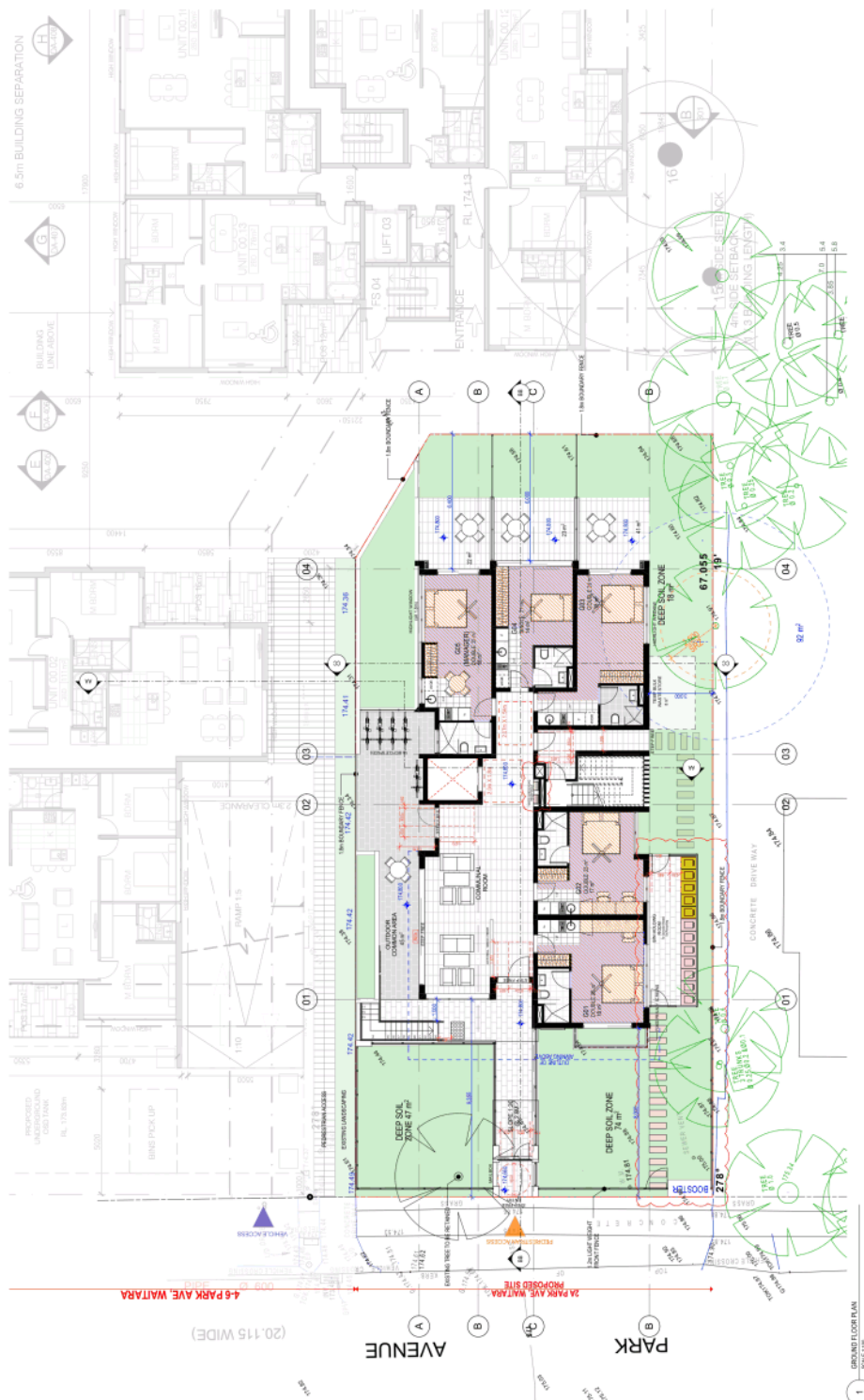
**PARK RESIDENCES PARKING HOUSE**  
2A PARK AVE, WATARA NSW 2109

**BASEMENT 01**  
21/07/2021 PK 20

**19-014**  
DA2001 E

**DEVELOPMENT APPLICATION**

# ATTACHMENT 2 - ITEM 3



**LEGEND**

-  TOTAL AREA OF BOARDING ROOM
-  TOTAL GRA. OF BOARDING ROOM  
EXCL. ANY USE OF KITCHEN & BATHROOM
-  CEILING FANS
-  HOT WATER UNITS
-  AIR CONDITIONER CONDENSERS

Qty	Description	Date	Appt
1	AS PER COMMENTS	20/05/2021	20
2	AS PER COMMENTS	06/05/2021	20
3	AS PER COMMENTS	10/01/2021	20
4	AS PER SDF COMMENTS	21/05/2020	20
5	FOR DA	21/05/2019	JK
6	SMITH (S-656)		

**PARK RESIDENCES  
BOARDING HOUSE**  
3A Park Avenue  
Manly NSW 2037 AUSTRALIA

**URBAN LINK**

**Hormonal & Antibiotic:**  
Zed Research Inc. Box no 8068  
Phone Number: +91 28165 2016

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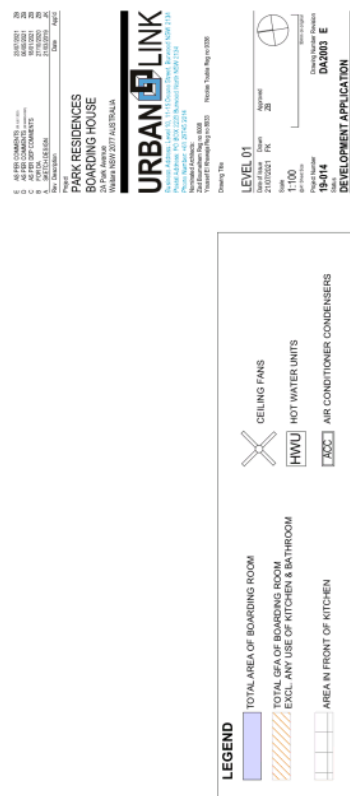
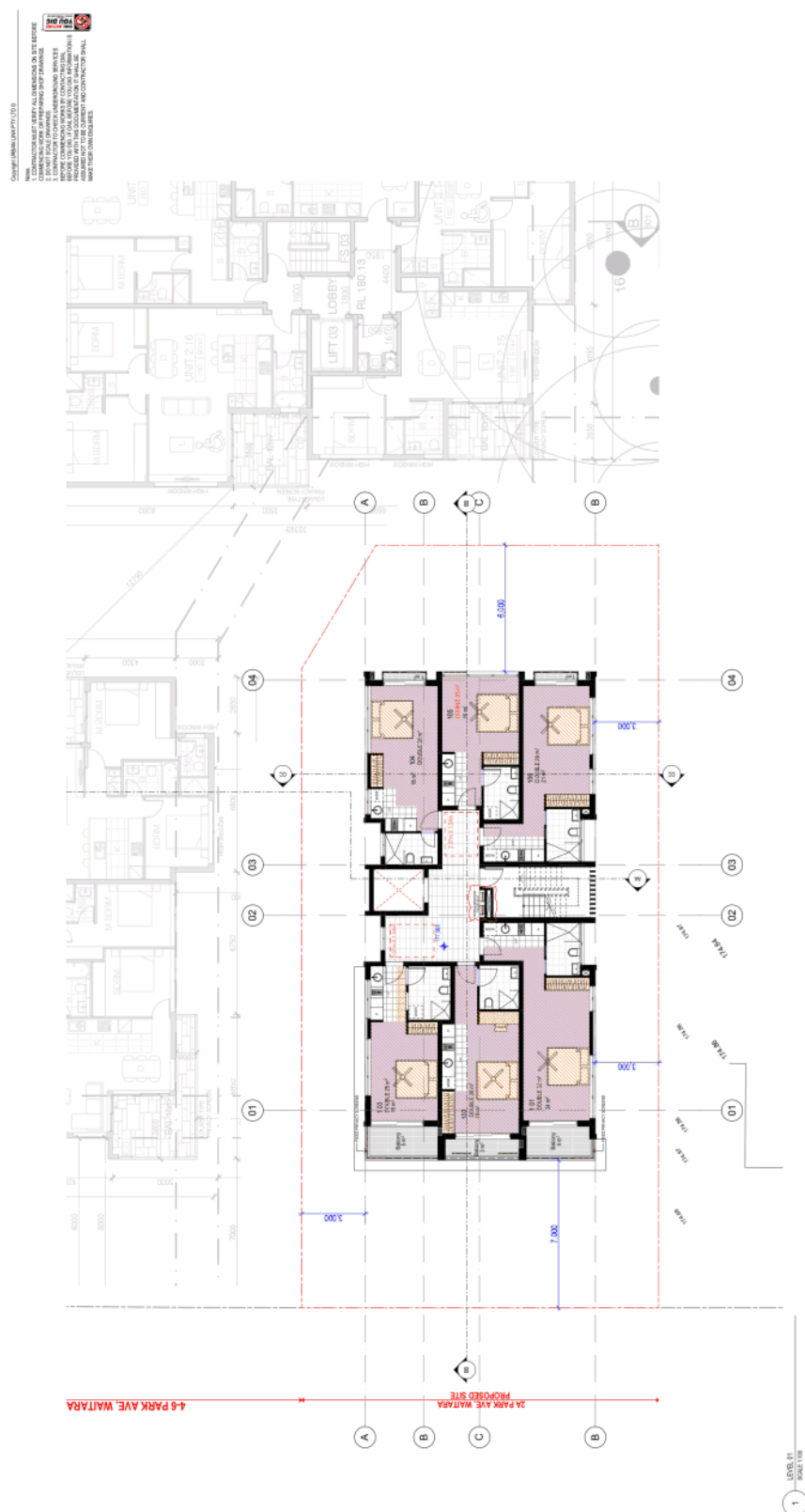
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Date: 10/10/10  
Drawing Number  
Drawing Number

19-014	DA2002 E
DEVELOPMENT APPLICATION	

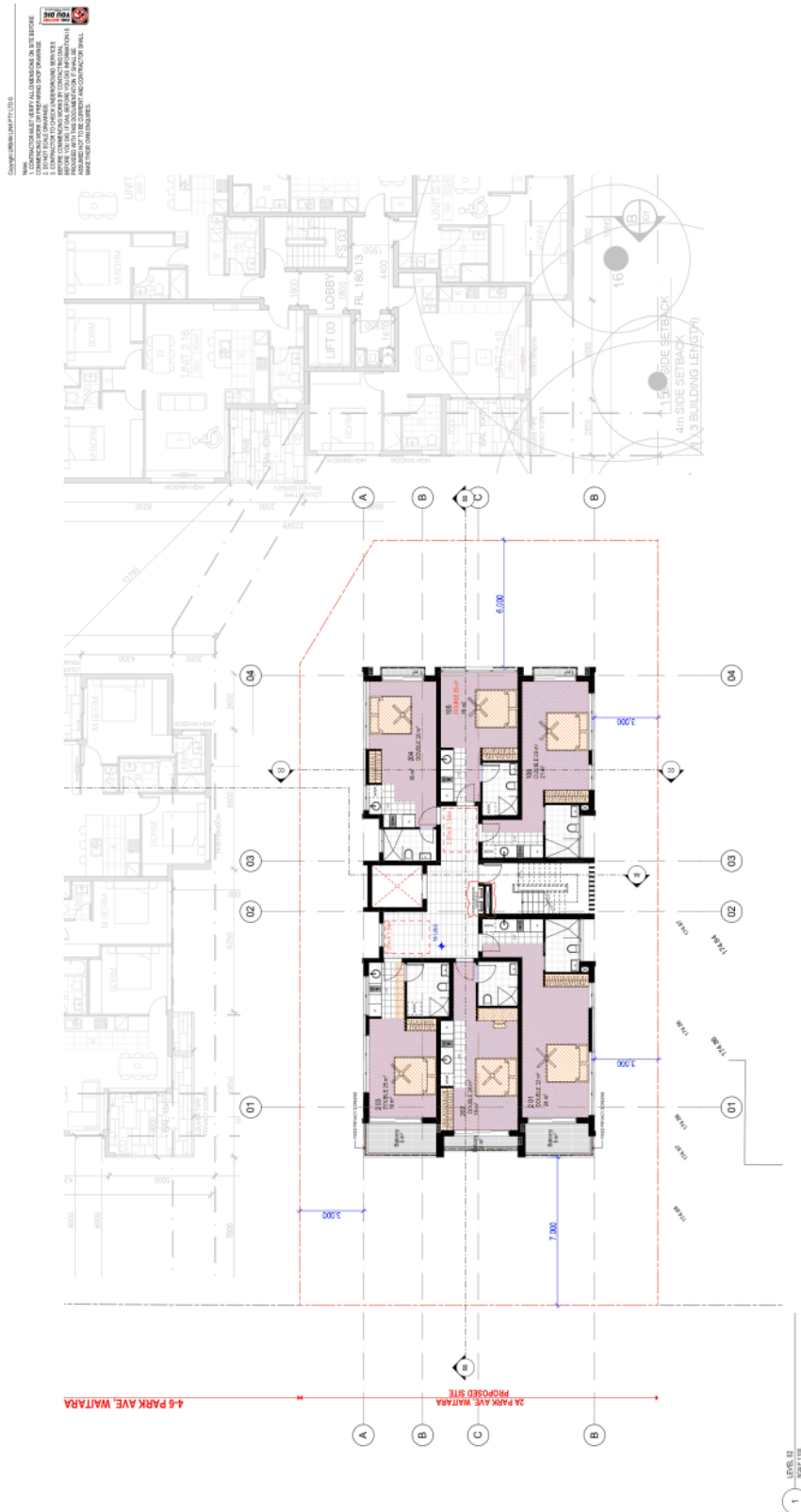
© 2004 Blackwell Publishing Ltd *Journal of Internal Medicine* 255: 105–112

# ATTACHMENT 2 - ITEM 3



# ATTACHMENT 2 - ITEM 3





Project: PARK RESIDENCES  
Building: PARKING HOUSE  
Address: 3A PARK AVE, WATARA  
Water NSW 2077 AUSTRALIA

URBAN LINK  
Urban Link is a registered provider of building services under the Building Act 2006 (NSW) and the Building Regulation 2006 (NSW).  
Urban Link is a member of the Building Industry Association of Australia (BIAA) and the Building Industry Association of New South Wales (BIANSW).

Design: 118  
Date: 21/03/21  
Drawn: 21  
Approved: 21  
Scale: 1:100  
Sheet: 118  
Total: 118  
Project: 19-014  
DA2004 E  
DEVELOPMENT APPLICATION

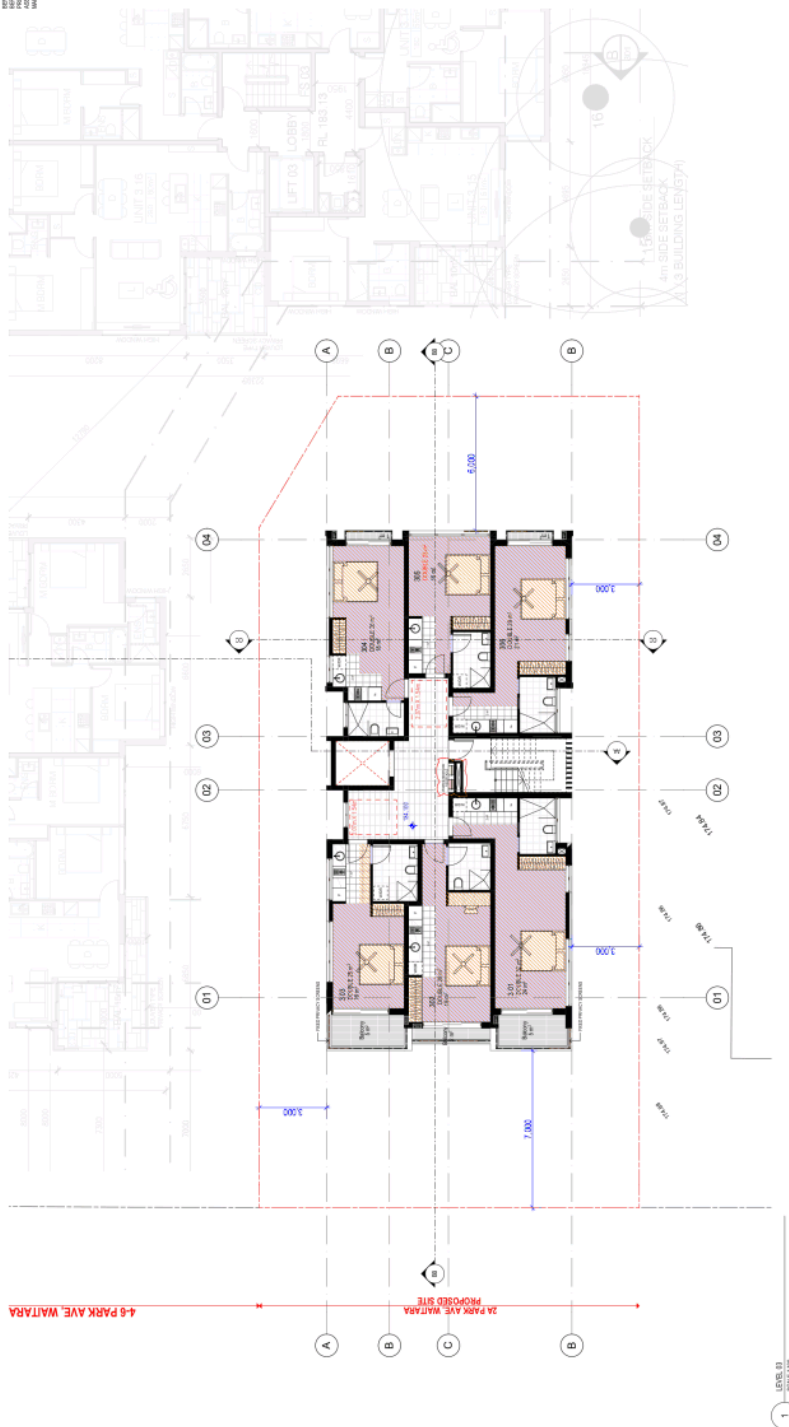
LEGEND

TOTAL AREA OF BOARDING ROOM  
TOTAL GFA OF BOARDING ROOM  
EXCL ANY USE OF KITCHEN & BATHROOM  
AREA IN FRONT OF KITCHEN

CEILING FANS  
HOT WATER UNITS  
AIR CONDITIONER CONDENSERS

# ATTACHMENT 2 - ITEM 3

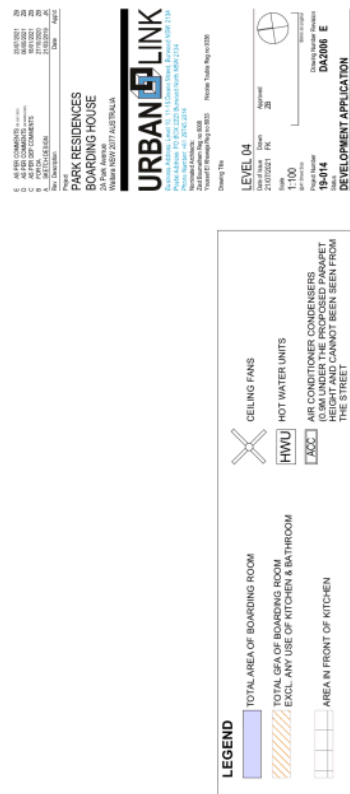
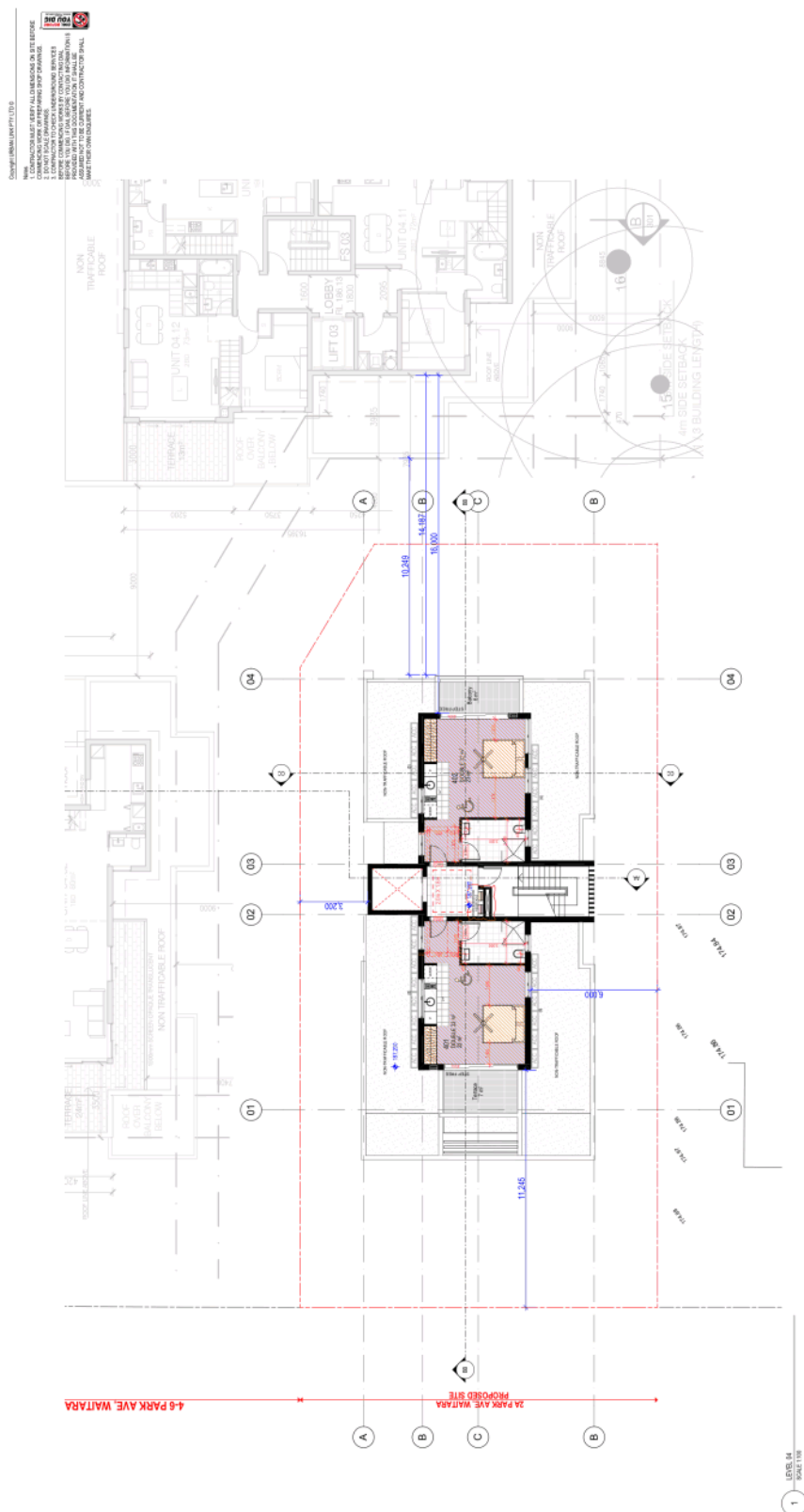
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 19-414 DA2005 E  
 DEVELOPMENT APPLICATION



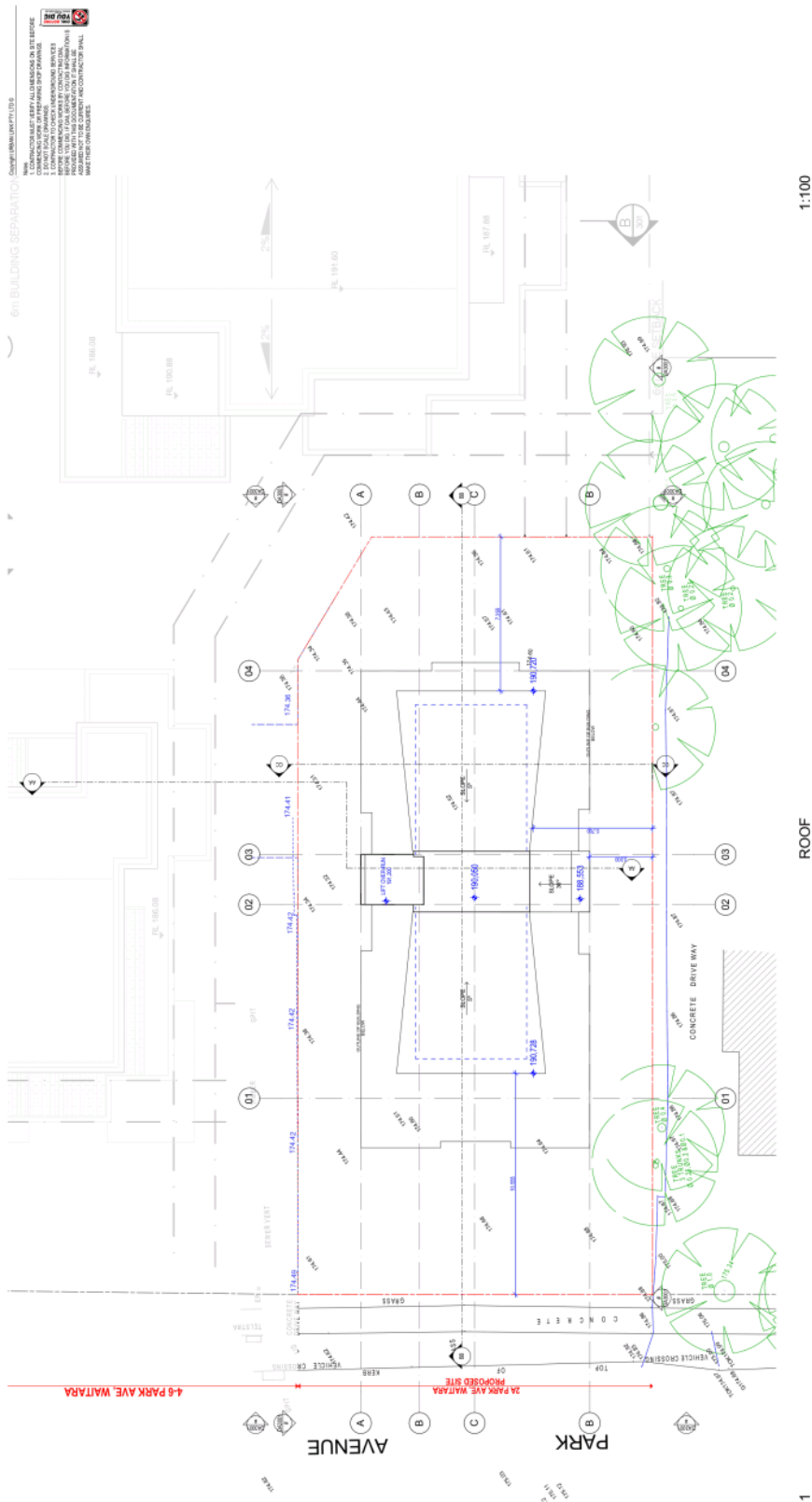
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 DEVELOPMENT APPLICATION

LEGEND	
	TOTAL AREA OF BOARDING ROOM
	TOTAL GFA OF BOARDING ROOM EXCL ANY USE OF KITCHEN & BATHROOM
	AREA IN FRONT OF KITCHEN
	CEILING FANS
	HOT WATER UNITS
	AIR CONDITIONER CONDENSERS

# ATTACHMENT 2 - ITEM 3



# ATTACHMENT 2 - ITEM 3



NO AMENDMENTS

APPROVED FOR CONSTRUCTION

DATE: 21/07/2021

PROJECT: PARK RESIDENCES PARKING HOUSE

CLIENT: URBAN LINK

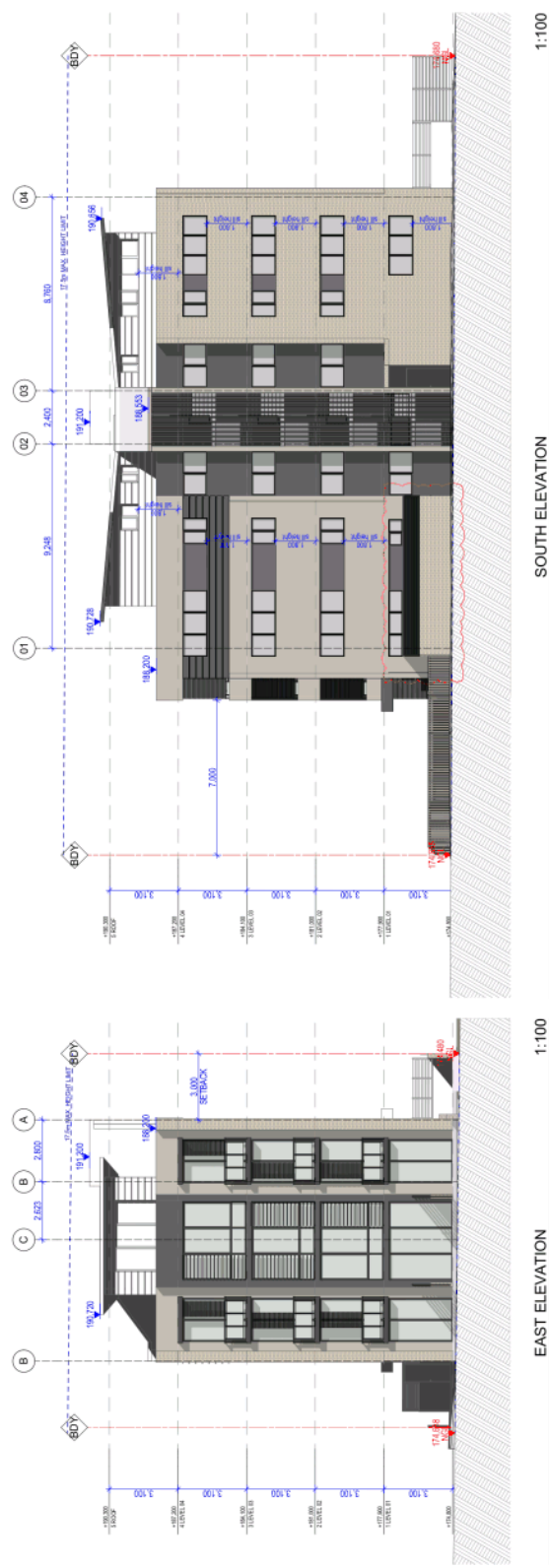
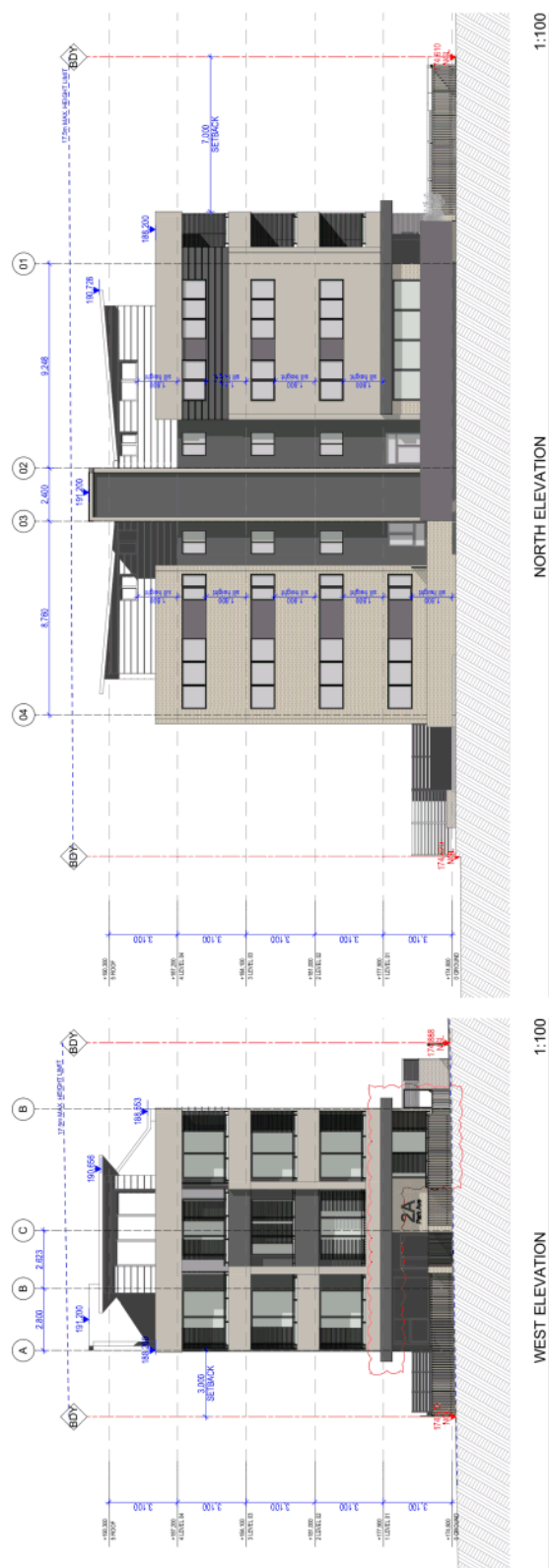
DESIGNER: URBAN LINK

19-014

DA2007 E

DEVELOPMENT APPLICATION

# ATTACHMENT 2 - ITEM 3



# ATTACHMENT 2 - ITEM 3









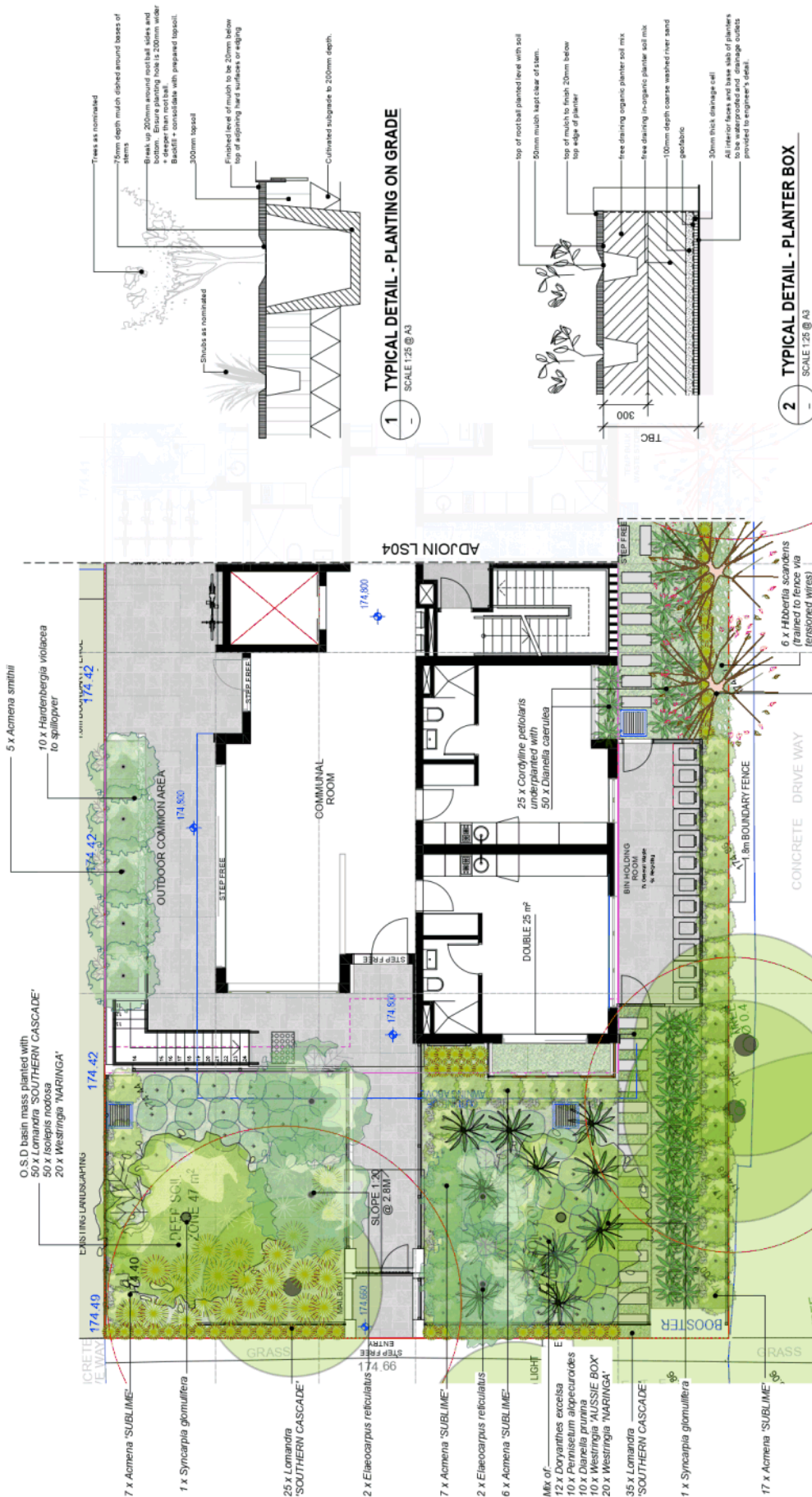
# ATTACHMENT 2 - ITEM 3



**melissa wilson**  
landscape architects

# ATTACHMENT 2 - ITEM 3

# ATTACHMENT 2 - ITEM 3



**DRAFT 21.07.21**

**REFER TO LS04 FOR INDICATIVE PLANT SCHEDULE**

**NOT ISSUED FOR CONSTRUCTION**

**LS03**

**F**

**1**

**NOTES:**  
1. THIS DRAWING IS A DRAFT AND IS NOT TO BE USED FOR CONSTRUCTION.  
2. ANY CHANGES TO THIS DRAWING MUST BE APPROVED BY THE DESIGNER.  
3. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS DRAWING.

**LS03**

**F**

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3. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS DRAWING.

**DRAWING TITLE**  
**PLANTING PLAN: FRONT GARDEN**

**PROJECT**  
**2A PARK AVE, WAITARA**

**SCALE 1:100 @ A3**

**DRAWN MW**

**ISSUE**

ISSUE	AMENDMENT	DATE
A	DRAFT FOR COMMENT	16.09.19
B	DA CO-ORDINATION	27.09.19
C	DA	16.10.19
D	FINAL DA	23.02.20
E	DA	23.04.21
F	REV DA	21.07.21



**melissa wilson**  
landscape architects



INDICATIVE PLANT SCHEDULE					
SPECIES	COMMON NAME	MATURE SIZE	QTY	POT SIZE	NATIVE
TREES					
<i>Acroemia smithii</i>	Lili Pilli	3-4m	25	25L	YES
<i>Elaeocarpus reticulatus</i>	Blueberry Ash	10m	8	45L	YES
<i>Lagerstroemia x 'Blox'</i>	Crepe Myrtle	8m	3	100L	
<i>Syncarpia glomulifera</i>	Turpentine	15m	4	75L	YES
SHRUBS/GRASSES/CLIMBERS					
<i>Acroemia 'Sublime'</i>	Lili Pilli	3m	29	5L	YES
<i>Anopzanthos 'BIG RED'</i>	Red Kangaroo Paw	1m	11	140mm pot	YES
<i>Banksia ericifolia</i>	Heath-leaved banksia	1-2m	6	5L	YES
<i>Cordyline petiolatis</i>	Native Ti	3m	43	5L	YES
<i>Dianella caerulea</i>	Blue Flax Lily	0.6 m	195	140mm pot	YES
<i>Dianella graminifolia</i>	Native Flax	0.6m	10	140mm pot	YES
<i>Doronicthus exelsa</i>	Gymea Lily	1.5m	12	25L	YES
<i>Hardenbergia violacea</i>	False Sarsaparilla	scrambler	10	140mm pot	YES
<i>Hibbertia scandens</i>	Guinea Flower	climber	6	140mm pot	YES
<i>Isoetes nodosa</i>	Knobby Club Rush	0.8m	50	140mm pot	YES
<i>Lomandra 'SOUTHERN CASCADE'</i>	Southern Cascade	0.8m	130	140mm pot	YES
<i>Fernisium alpezauroides</i>	Purple Lea	0.8m	15	140mm pot	YES
<i>Westringia 'AUSSIE BOX'</i>	Aussie Box	0.6m	37	5L	YES
<i>Westringia 'NARANGA'</i>	Naranga	1m	105	5L	YES



NOT ISSUED FOR CONSTRUCTION

DWG NO.

LS04

ISSUE

**NOTES**

REFER TO DETAIL SURVEY FOR SITE IDENTIFICATION, BOUNDARY INFORMATION & LEVELS.

ALL LEVELS AND DIMENSIONS TO BE CONFIRMED ON SITE. IF ANY DISCREPANCIES EXIST, THE FOLLOWING SHALL APPLY:

DRAWING TITLE

PLANTING PLAN: REAR GARDEN

PROJECT  
2A PARK AVE, WAITARA

SCALE 1:100 @ A3

DRAVIN M

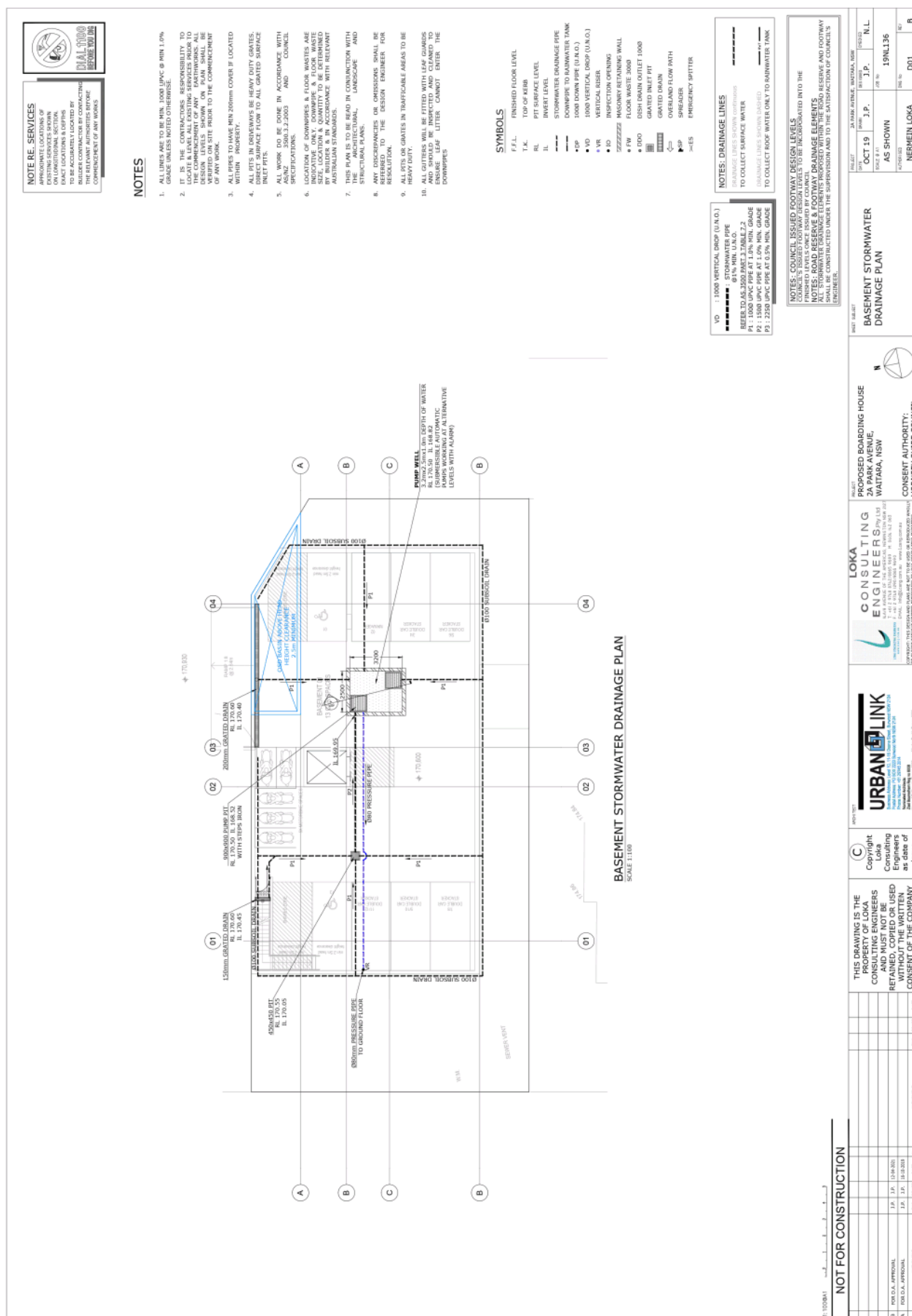
ISSUE	AMENDMENT	DATE
A	DRAFT FOR COMMENT	16.09.19
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D	FINAL DA	23.02.20
E	DA	23.04.21
	REV DA	21.07.21



**welissa wilson**  
landscape architects

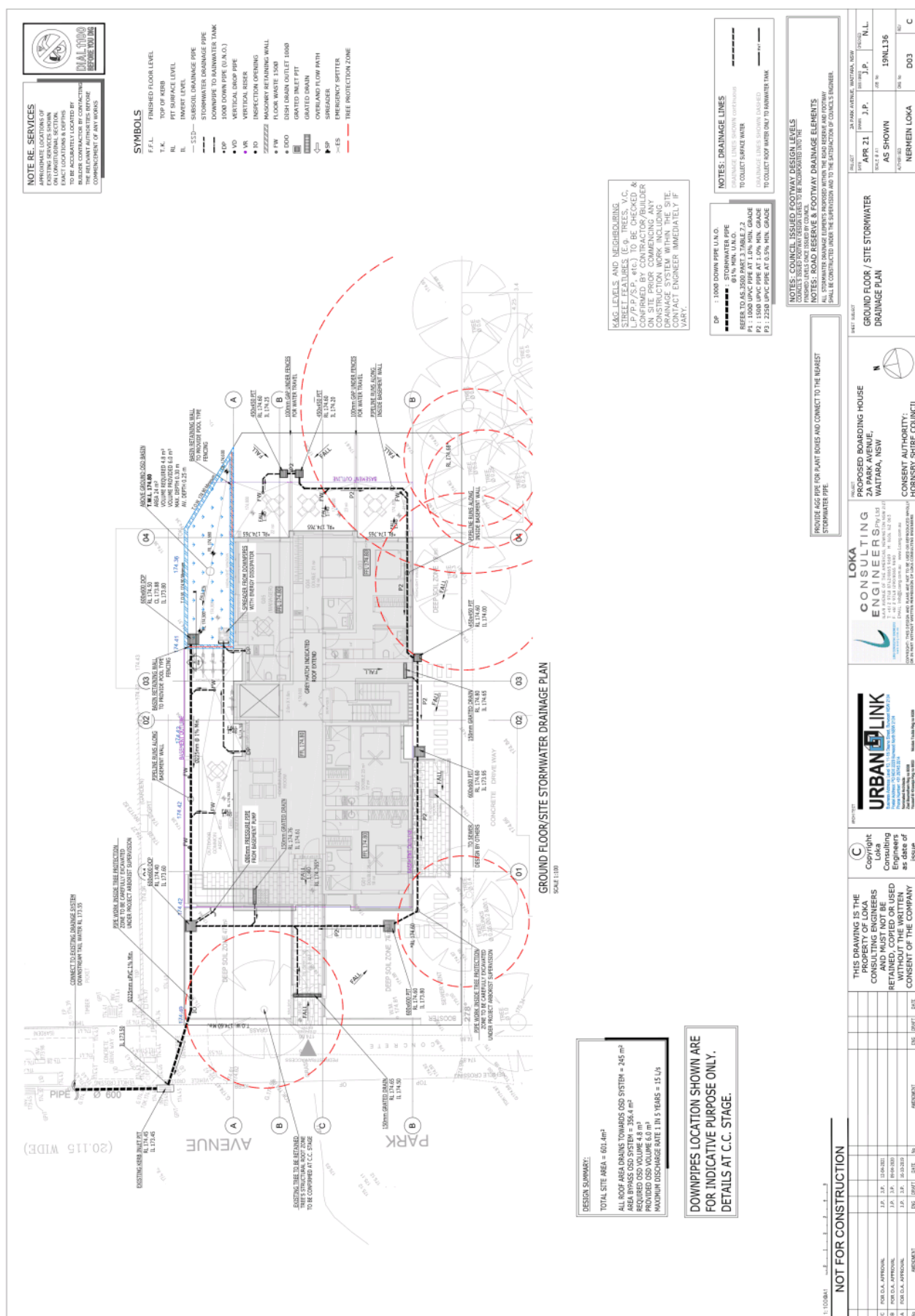
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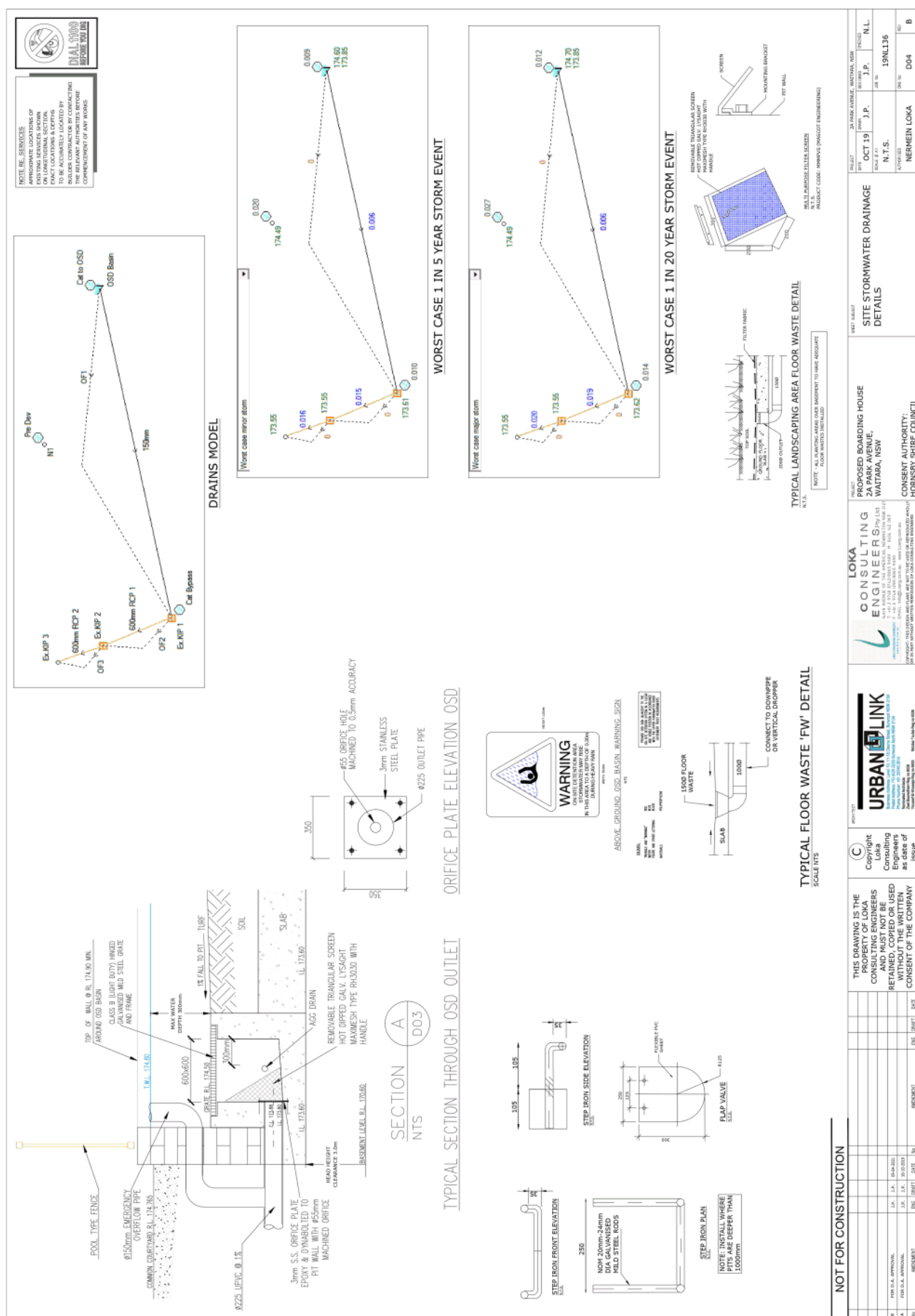
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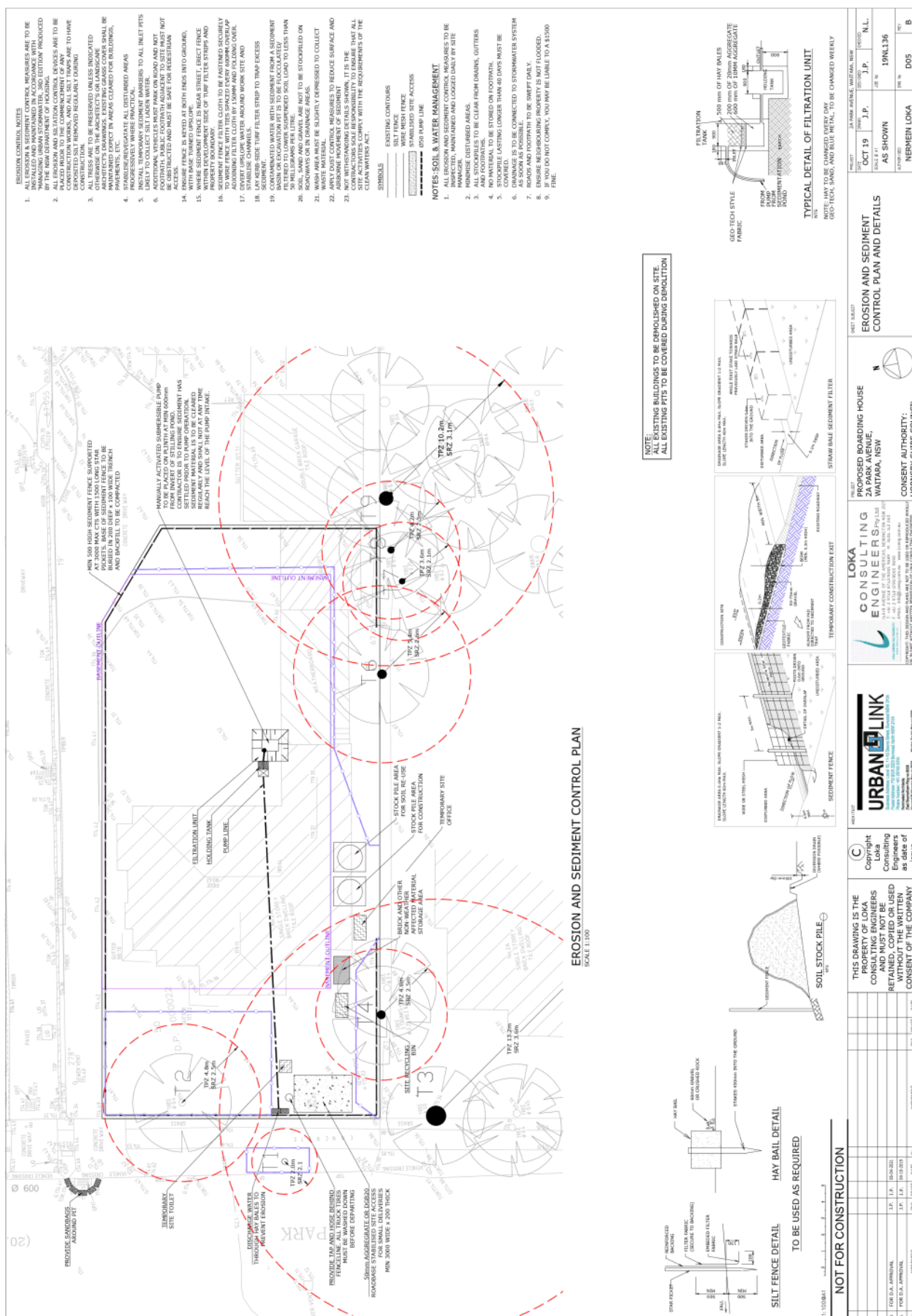
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# ATTACHMENT 2 - ITEM 3





METAL BALUSTRADE  
DULUX BLACK OR SIMILAR



POWDERCOAT WINDOWS/DOORS  
DULUX ZEUS BLACK OR SIMILAR

DULUX BEIGE FILTER  
SN3G7 OR SIMILAR

DULUX DOMINO  
SC5G8 OR SIMILAR



PGH BRICKS DESERT  
SAHARA OR SIMILAR



# ATTACHMENT 2 - ITEM 3



2A PARK AVENUE, WAITARA

PLAN OF MANAGEMENT – BOARDING HOUSE

Prepared by: Mark Boutros

REVISION B | DATE 4 MAY 2021

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## Table of Contents

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1. Objective of this Plan .....	2
2. Boarding House Accommodation Occupancy.....	3
3. Duties and Responsibilities of the Manager and Owner/Operator .....	6
3.1 Cleaning and Maintenance .....	8
3.2 Maintaining relations with Neighbours of the Site .....	9
3.3 Security and Safety .....	9
4. House Rules .....	11



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## 1. Objective of this Plan

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The primary purpose of this plan is to ensure the premises maintains a high level of amenity for boarders of 2A Park Avenue, Waitara as well as residents of the general locality. The following matters have been addressed in this Plan:

- Boarding House Accommodation Occupancy
- Duties and Responsibilities of the Owner and Operator
- Cleaning and Maintenance
- Maintaining relations with Neighbours of the Site
- Security and Safety
- House Rules for Residents

## 2. Boarding House Accommodation Occupancy

- a) The boarding house is not to exceed the maximum lodgement rate approved in the Development Consent. The boarding house consists of 25 ('twenty five') rooms and a manager's room with a total maximum occupancy of 50 ('fifty') adults
- b) Each of the lodgers is to sign an Occupancy Agreement and House Rules agreement prior to occupation of a room. The Occupancy Agreement is to have a minimum term of 3 months. The manager is to maintain a register of all occupants.
- c) The occupancy agreement is to include details relating to the allocation of car, bicycle and motorcycle parking spaces within the basement. The lodger is to nominate the Car or Motorcycle license plate number for the vehicle which will occupy the allocated space on the premises. The operator is to keep a register of the vehicles allocated a space in the basement. Car, bicycle and motorcycle spaces are only to be let to Lodgers of the premises.
  - i. The accessible car spaces are to only be let to the occupants of Room 401 or 402 and only if the nominated room is let to a person who is eligible for a Mobility Parking Scheme permit.
- d) Each room is to be provided with the below listed facilities/items:
  - i. Electric Cooktop
  - ii. Microwave
  - iii. Bar Fridge
  - iv. Kitchen Sink
  - v. Integrated washing machine and dryer system
  - vi. Each of the rooms will be fitted with beds in accordance with the room type
  - vii. Bed

Note: The rooms will not be equipped with cooking utensils, linen or crockery
- e) The premises is to have signage at the front entry which details the below listed:
  - i. Annual Fire Safety Statement
  - ii. Fire Safety Schedule
  - iii. Occupancy Schedule
  - iv. Floor plans demonstrating emergency egress routes from each room
  - v. Emergency contact details
  - vi. The front entry door is to include signage of the managers name, 24/7 phone contact details which is to be visible from the outside of the premises to assist neighbours if there are any complaints
- f) The operator is to ensure that the common room is embellished with lounge seating, dining sets, kitchen facilities, crockery and eating utensils. The common room are to include bins.



- g) The operator is to ensure that the Private Open Space area will be embellished with outdoor seating and tables. The common open space areas are to include bins.
- h) The on-site manager shall be responsible for ensuring that the private open space, communal rooms, lobby's, corridors and common areas are well kept and cleaned daily. The operator shall promptly address any cleaning or health issues should they arise.
  - i. The Lodgers are to be responsible for the cleaning of their respective rooms and dispose of waste generated in those rooms in the bin room on ground floor.
- i) The Occupancy agreement is to be prepared to be consistent with the criteria of the Local Government Act 1993, the Public Health Act 1991, Boarding Houses Act 2012 and Boarding Houses Regulation 2013 as well as include the standards prescribed in Schedule 2 (Standards for Places of Shared Accommodation) of the Local Government (General) Regulation which have been referenced below:

### **Local Government (General) Regulation 2005**

#### **Part 1 Standards for places of shared accommodation**

##### **1 Maximum number of boarders and lodgers**

(1) The number of occupants (not including children under the age of 5 years) must not exceed the maximum number of persons determined by the council to be accommodated in each bedroom or dormitory and in the whole premises.

(2) The maximum number of persons accommodated in a bedroom, or in a cubicle of a dormitory, must not exceed the number determined by allowing a minimum floor area within the bedroom or cubicle in accordance with the relevant provisions under the Public Health Act 1991 for each person.

Note. On the commencement of this Regulation, the relevant provision was clause 22 of the Public Health (General) Regulation 2002.

##### **2 Notices**

(1) A sign indicating the permissible maximum length of time during which a person may board or lodge in the premises must be conspicuously displayed to public view outside the premises.

(2) A schedule showing the numeral designating each bedroom and dormitory and the number of persons permitted to be accommodated in each must be conspicuously displayed on the premises.

(3) Each bedroom must be numbered in accordance with the schedule and there must be displayed clearly on the door of or in each bedroom the maximum number of persons allowed to be accommodated in the bedroom.

##### **3 Light and ventilation**

---

(1) Adequate light and ventilation must be maintained in the premises.

(2) All partitions forming cubicles in a dormitory must be adequately constructed and provide adequate ventilation.

#### **4 Kitchen facilities**

(1) Any kitchen facilities and utensils for the storage or preparation of food must be kept in a clean and healthy condition, in good repair, free from foul odours and, as far as practicable, free from dust, flies, insects and vermin.

(2) The floor of any kitchen must have an approved impervious surface.

#### **5 General cleanliness**

(1) All parts of the premises and all appurtenances (including furniture, fittings, bedsteads, beds and bed linen) must be kept in a clean and healthy condition, and free from vermin.

(2) Pans, receptacles or other waste storage devices must be kept covered and all waste must be deposited in appropriate pans, receptacles or other waste storage devices.

#### **6 Furniture and fittings**

Appropriate furniture and fittings must be provided and maintained in good repair.

#### **7 Long term residences**

If the place is one in which persons may board or lodge for 7 days or longer, an adequate number of beds (each provided with a mattress and pillow and an adequate supply of clean blankets or equivalent bed clothing), adequate storage space and blinds, curtains or similar devices to screen bedroom and dormitory windows for privacy must be provided for the occupants.

### 3. Duties and Responsibilities of the Manager and Owner/Operator

- a) The Owner or Operator of the Boarding House must ensure registration with the NSW Department of Fair-Trading Registration must take place within 28 days of the opening the boarding house, this registration must be maintained during the operation of the premises as a Boarding House.
- b) The operator is to ensure that the common room are embellished with lounge seating, dining sets, kitchen facilities, crockery and eating utensils
- c) The operator is to ensure that the private open space areas will be embellished with outdoor seating and tables
- d) The owner or operator is to install CCTV surveillance cameras in the common room and outdoor areas of the premises. Management is to ensure that the coverage will be made available to NSW Police if required.
- e) The operator is to ensure that each room is to be provided with the below listed facilities/items:
  - i. Electric Cooktop
  - ii. Microwave
  - iii. Bar Fridge
  - iv. Kitchen Sink
  - v. Integrated washing machine and dryer system
  - vi. Each of the rooms will be fitted with beds in accordance with the room type
  - vii. Bed

Note: The rooms will not be equipped with cooking utensils, linen or crockery
- f) The owner of the boarding house is to maintain a public liability cover of \$10 million
- g) The Owner or Operator is to appoint a boarding house manager ('the manager') who will act as the on-site care taker of the Site. The Manager is to maintain the below roles and responsibilities:
  - i. His/her contact details will be made available to the boarders, neighbouring properties and all required government authorities. These details will also be listed on a board within the private open space and common room.
  - ii. The Manager and owner/operator shall maintain a 'House Rules', a copy of which shall be made available in the entry of the boarding house as well as attached to the rear of the entrance door of each room. Copies of the house rules will also be displayed in the Common Room and Common Open Space Areas. The house rules are to include a copy of the Emergency Evacuation and Safety Plan.
  - iii. The Manager is to brief each of the lodgers of the House Rules prior to them residing on the premises
  - iv. Manage any staff and/or any contractors that may be required to work in the premises
  - v. Act as a point of contact and assist during emergencies on the premises.

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- h) The manager is to also maintain signage in prominent locations relating to:
- Emergency contact numbers for essential services;
  - Emergency Evacuation and Safety Plan
  - House rules;
  - the name and contact number of the manager
  - Contact List
  - Schedule of cleaning and maintenance
- i) The manager is to ensure signage at the front entry of the premises is maintained which includes the below listed:
- i. Annual Fire Safety Statement
  - ii. Fire Safety Schedule
  - iii. Occupancy Schedule
  - iv. Floor plans demonstrating emergency egress routes from each room
  - v. Emergency contact details
  - vi. The front entry door is to include signage of the on-site managers name, 24/7 phone contact details which is to be visible from the outside of the premises to assist neighbours if there are any complaints
- j) The Manager is to ensure a complaints register is to be kept and maintained on Site, recording incidents and complaints by boarders and neighbours. The register is to record:
- i. Date
  - ii. Nature of the complaint
  - iii. Name and contact details of complainant
  - iv. Actions taken
  - v. Resolution/outcome of the matters
  - vi. Actions undertaken (if applicable)
  - vii. The complaint register is to be made available for inspection by Hornsby Shire Council and any recommendations made by Council in relation to a complaint are to be actioned
- k) The manager is to periodically inspect the boarding house so as to maintain acceptable amenity on the Site
- l) The Manager will manage mail and place items in secure mailboxes near the entry. Residents will be provided with access to their mailbox.
- m) The manager is to enforce the House Rules. The manager is to control and mediate any unacceptable behaviour and on-site disputes between lodgers
- n) The manager shall assist in managing any noise and amenity impacts caused by lodgers and staff
- o) The manager shall enforce a 'no smoking indoors' policy.
- p) The manager is to ensure the distribution of access card to the lodgers which provide access to the lobby, lift and basement so as to facilitate access to allocated car, motorcycle and bicycle spaces

### 3.1 Cleaning and Maintenance

- a) The Manager may employ other person(s) to undertake any aspect of site cleaning, security and maintenance services.
- b) The manager will be responsible for ensuring all waste bins are collected regularly and that they are well kept, placed out for collection services and returned to their storage positions after they have been emptied.
  - Waste bins are to be kept in the bin storage area except when being collected.
  - Lodgers are to ensure they dispose of their rubbish in the designated bin areas on ground floor
- c) The Manager will undertake periodic inspections of all rooms and the grounds to confirm the Site is maintained in accordance with this plan of management.
- d) The Manager is to ensure the periodic maintenance of the basement and services in it
- e) The Manager will ensure the periodic management of pests
- f) The Manager will ensure that a quarterly external clean and graffiti removal is undertaken to ensure the maintenance and appearance of the building
- g) Each of the boarding rooms are to include kitchenette utensils, laundry and drying facilities. Lodgers are to be responsible for the cleaning and maintenance of are to be responsible for the cleaning of personal items, kitchenette utensils and clothing
- h) The Lodgers are to be responsible for the cleaning of their respective rooms.
- i) The manager shall be responsible for ensuring the daily cleaning of the communal rooms, lobby's, corridors and common areas. The manager shall promptly address any cleaning or health issues should they arise.
- j) The manager is to ensure the ongoing monthly maintenance and preservation of vegetation, gutters, pavement and landscaping on the Site, these areas are always to be kept clean and free of litter at all times. The Manager may employ other person(s) to undertake the vegetation and landscaping on the Site.
- k) The manager is to restrict access to car parking spaces to only lodgers of the boarding house. Car spaces are not to be rented to non-residents.
- l) The manager is to ensure the maintenance of lighting and CCTV around the property. The lighting fixtures must consistent with the conditions of Development Consent and must not result in a nuisance to the adjoining properties
- m) The manager is to assist in the maintenance and replacement of the below listed facilities and items in the Rooms of the lodgers:
  - Electric Cooktop
  - Microwave
  - Bar Fridge
  - Kitchen Sink
  - Integrated washing machine and dryer system
  - Each of the rooms will be fitted with beds in accordance with the room type
  - Bed

Note: The rooms will not be equipped with cooking utensils, linen or crockery

### 3.2 Maintaining relations with Neighbours of the Site

- a) The Manager is to ensure good relations with neighbours of the Site
- b) The Manager shall act as a point of contact to the neighbouring properties and control and mediate any concerns that may arise.
  - Any complaint that cannot be addressed immediately will be recorded and actioned in accordance with the complaints register as per this Plan of Management
- c) Lodgers are to avoid any activities likely to cause a nuisance to neighbouring properties, such activities may be reported to the Manager who is to act upon the complaint and register any incidents in accordance with the complaints register

NOTE: In the event at the manager is to be away for an extended period the contact details of the nominated representative of the boarding house it to be made available to the boarders, neighbouring properties and consenting authorities as required.

### 3.3 Security and Safety

- a) The manager shall provide a "first point of call" service for residents needing assistance with the exception of matters that are of concern to emergency services such as police, fire, ambulance, etc.
- b) Smoke detectors consistent with the relevant Australian Standards shall be maintained in good order in all rooms in the buildings. The Manager is to ensure the maintenance of the smoke detectors on the premises.
- c) The Manager and any staff are to ensure that their roles and responsibilities under the Work Health and Safety Act 2011 and Work Health and Safety Regulation 2017.
- d) The following general safety practices are to be adhered to by the manager and any of his/her staff:
  - i. Any hazards (including but not limit to broken amenities and lights) should be removed, repaired or replaced in discussion with the Manager.
  - ii. Ensure any dangerous chemicals (i.e. cleaning materials) are carefully stored in a secure area
  - iii. All work areas, passageways and common open space areas are to be kept clean and tidy to ensure safe manoeuvrability
  - iv. Materials or products are not to be stacked higher than what is considered to be safe;
  - v. All rubbish to be disposed of in the bins;
  - vi. Ensure there is no excessive alcohol consumption
  - vii. All drugs that are not prescribed by a doctor are forbidden on the premises
  - viii. No smoking indoors
- e) The manager is to ensure a suitably qualified Fire Consultant carries out annual certification of the Fire Safety Equipment as required. The owner/operator shall oversee the annual certification required of any of the equipment.
- f) The manager is to ensure the maintenance of lighting around the property. The lighting fixtures must consistent with the conditions of Development Consent and must not result in a nuisance to the adjoining properties



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- g) The Manager is to ensure the ongoing maintenance of the CCTV in the common room and outdoor areas of the premises. The Manager is to ensure that the coverage will be made available to NSW Police if required.

# ATTACHMENT 3 - ITEM 3



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## 4. House Rules

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The following house rules apply to visitors and lodgers of the Premises. These rules include behavioural and operational requirements. The manager, operator or owner of the Premises may add additional rules to this list. These rules must be displayed in the entry lobby, common room and common open space areas as well as attached to the rear of the entrance door of each room. These rules form part of the tenant's agreement and must be signed by each occupant of the Site.

The House Rules are as follows:

- a. Lodgers must have a minimum stay of 3 months
- b. Outdoor communal area use shall be limited to 7:00am to 6:00pm Monday to Saturday and 8:00am to 6:00pm Sundays. Any use of these areas between outside of these times may be reported to the manager of this premises.
- c. Access doors to the Common Lounge shall remain closed when not in use for entry and exit
- d. Lodgers are to avoid any activities likely to cause a nuisance to neighbouring properties, such activities may be reported to the Manager who is to act upon the complaint and register any incidents in accordance with the complaints register
- e. No amplified music is permitted to be played at any time in the outdoor common open space or common room areas
- f. Visitors are only permitted on the premises between 7:00am and 9:30pm. Lodgers inviting persons to the have a responsibility to ensure they adhere to these house rules. A visitor that is undertaking in misconduct may be asked to leave the premises. In the event of damages, the lodger who invited the visitor may also be asked to vacate the premises and be asked to pay for the damages where required.
- g. Parties are prohibited on the premises
- h. Waste generated in the common room and common open space is to be disposed of in the bins located in those rooms. Waste must be placed neatly in the bins for the collection by the manager or their staff. Lodgers and visitors have a responsibility to ensure the cleanliness of these common areas.
- i. Lodgers are to ensure all rubbish and recycling is to be deposited from their rooms to the respective bins provided in the waste bin area on ground floor. The Lodgers have a responsibility to ensure the overall cleanliness of their rooms. Any personal sharp or sanitary waste created will need to be safely disposed. Lodgers are to advise of the manger if they require a 'sharps waste' disposal option. The Manager is to assist in the facilitation of this arrangement.
- j. Pets and animals will not be permitted on the premises
- k. Parking on the premises is strictly limited to those lodgers who have been allocated a space in their occupancy agreement. Car spaces are not to be rented to non-residents.

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- l. An access card is to be provided to the lodgers to provide access to the lobby, lift and basement so as to facilitate access to allocated car, motorcycle and bicycle space. Access key/card to each room shall not be provided to anybody other than the occupant of the subject room.
  - m. Any lodger failing to observe the rules or performing illegal acts on the premises will be dealt with by the manager and relevant authorities. The lodger may be vacated from the premises in justifiable circumstances including but not limited to theft, violence or harassment.
  - n. Lodgers and visitors must respect the residents of neighbouring properties when entering or exiting the Site
  - o. The use, sale or possession of illegal illicit drugs or any suspicion of such acts being undertaken within or close to the premises shall be immediately reported to the Police.
  - p. Alcohol is not permitted to be consumed in the indoor or outdoor communal areas
  - q. Smoking will not be permitted indoors on the Site
    - i. Smoking will be permitted only in the private open space areas