

Client  
Uniting (Victoria and Tasmania)  
Limited

Date  
27 March 2024

Planning

Transport

Urban Design

Waste Management

# Waste Management Plan

## 24 Jessie Street, Coburg

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**Project**  
24 Jessie Street, Coburg

**Prepared for**  
Uniting (Victoria and Tasmania) Limited

**Our reference**  
20249W-R01F01

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<b>Version</b>	<b>Date</b>	<b>Issue</b>	<b>Prepared by</b>	<b>Checked by</b>
R01D01	22/03/2024	Town Planning – Draft	W Psiwa	M Fairlie
R01F01	27/03/2024	Town Planning – Final	W Psiwa	M Fairlie

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# 1. Introduction

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## 1.1. Project Details

### Site Address

24 Jessie Street, Coburg

### Local Council

Merri-bek City Council (Phone: 03 9240 1111)

### Planning Application Number

To be assigned

### Development Type

Mixed-use development comprising 31 residential apartments and office with a floor area of 1,154 sqm.

### Development Summary

#### Residential

Building Section	Waste Source	Quantity
Hall Street Building	1-Bedroom Apartment	11
	2-Bedroom Apartment	21
Jessie Street Building	1-Bedroom Apartment	12
	2-Bedroom Apartment	31

#### Commercial

Level	Waste Source	Days of Operation/Week	Net Lettable Area (m <sup>2</sup> )
Ground level	Office	5	1,156
<b>Total</b>			<b>1,156</b>

## 1.2. Purpose

This Waste Management Plan has been prepared to accompany the Town Planning Application for the proposed development.

### 1.3. Limitations

Waste management arrangements during the construction and fit-out stages of the development, and on-going operation and monitoring of the waste management arrangements, for the development following the occupation of the development are outside the scope of this Waste Management Plan.

### 1.4. Applicable Standards and References

Relevant policies and guidelines considered as part of the preparation of this Waste Management Plan include:

- Australian Government – National Waste Policy: Less Waste, More Resources (2018).
- Victorian Government – Recycling Victoria: A New Economy (2020).
- Sustainability Victoria – Better Practice Guide for Waste Management and Recycling in Multi-Unit Developments (2018).
- City of Melbourne – Guidelines for Waste Management Plans (2021).
- EPA Victoria – Noise Control Guidelines (2021).

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# 2. Operational Waste Management Guide

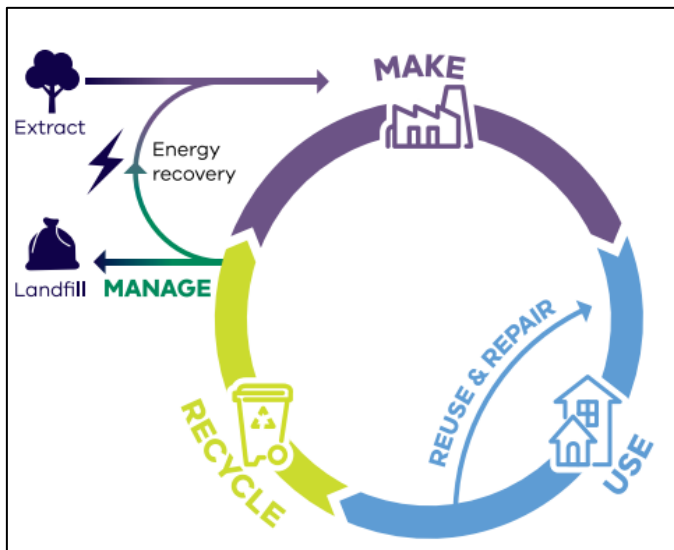
## 2.1. Recycling Victoria: A New Economy

The Victorian Government's Recycling Victoria: A New Economy was released in 2020 and sets out strategies to reduce the amount of waste generated in Victoria and increase the amount of materials for recycling and reprocessing to reduce damage to the environment caused by waste.

Ongoing education and dedicated ongoing management services are critical factors in encouraging users to continue to use the services and systems as intended. The future Occupiers of the development shall promote the above strategy where practicable and encourage users to participate in minimising the impact of waste on the environment. In particular, consideration should be made to the circular economy as shown in Figure 2.1 below.

A circular economy continually seeks to reduce the environmental impacts of production and consumption, while enabling economic growth through more productive use of natural resources.

Figure 2.1: The Circular Economy



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Source: *Recycling Victoria: A New Economy*

Establishment of waste reduction and recycling targets, including conducting periodic waste audits, keeping records of waste streams, and monitoring of the quantity of recyclables found in landfill-bound bins. The results of such audits shall be shared with users to encourage further reductions in waste where possible.

## 2.2. Guide for Residents

### General Waste Disposal

- Residents shall place general waste into a dedicated general waste receptacle (to be provided by Building Management).
- Residents shall empty their general waste receptacle into the general waste collection bins located within the ground level bin room when full.
- Residents shall ensure that general waste is placed within tied bags (biodegradable material recommended) prior to being placed into the general waste collection bins.

### Recycling Disposal

- Residents shall place recycling into a dedicated recycling receptacle (to be provided by Building Management).
- Residents shall empty their recycling receptacle into the recycling collection bins located within the ground level bin room when full.
- Residents shall ensure that bottles, cans, and containers are rinsed, cardboard is flattened, and lids/packaging are separated as per the Australasian Recycling Label instructions (visit: <https://recyclingnearyou.com.au/arl/>), prior to being placed into the recycling collection bins.
- Recycling must not be bagged.

### Organics Disposal

- Residents shall place food scraps into a dedicated organics caddy (to be provided by Building Management).
- Residents shall empty their organics caddy into the organics collection bins located within the ground level bin room when full.
- Residents shall ensure that organics are unbagged or placed within approved compostable bags prior to being placed into the organics collection bins.

### Glass Disposal

- Residents shall place glass into a dedicated glass receptacle (to be provided by Building Management).
- Residents shall empty their glass receptacle into the glass collection bins located within the ground level bin room when full.
- Residents shall ensure that glass bottles and jars are rinsed, and lids/packaging are separated as per the Australasian Recycling Label instructions (visit: <https://recyclingnearyou.com.au/arl/>), prior to being placed into the glass collection bins. Glass must not be bagged.

### Disposal of Other Waste Streams

- **Hard Waste and E-Waste:** residents shall take hard waste and e-waste to the dedicated storage area provided within the ground level bin room. Hard waste and e-waste shall be collected by a private contractor on an as-required basis (to be arranged by Building Management).
- **Toxic Household Items:** residents shall take toxic household items to a nearby drop-off location (visit: <https://www.sustainability.vic.gov.au/recycling-and-reducing-waste/at-home/dispose-of-household-waste/dispose-of-household-chemicals-detox-your-home>).



## 2.3. Guide for the Staff

### General Waste Disposal

- Office staff shall place general waste into dedicated general waste receptacles (to be provided by Building Management).
- Cleaning staff shall empty the general waste receptacles into the general waste collection bins located within the bin room.
- Staff shall ensure that general waste is placed within tied bags (biodegradable material recommended) prior to being placed into the general waste collection bins.

### Recycling Disposal

- Office staff shall place recycling into dedicated recycling receptacles (to be provided by Building Management).
- Cleaning staff shall empty the recycling receptacles into the recycling collection bins located within the bin room.
- Staff shall ensure that bottles, cans, and containers are rinsed and lids/packaging are separated as per the Australasian Recycling Label instructions (visit: <https://recyclingnearyou.com.au/arl/>), prior to being placed into the recycling collection bins.
- Recycling must not be bagged.

### Organics Disposal

- Office staff shall place food scraps into dedicated organics caddies (to be provided by Building Management).
- Cleaning staff shall empty the organics caddies into the organics collection bins located within the bin room.
- Staff shall ensure that organics are unbagged or placed within approved compostable bags prior to being placed into the organics collection bins.

### Paper & Cardboard Disposal

- Office staff shall place paper and cardboard into dedicated paper and cardboard receptacles (to be provided by Building Management).
- Cleaning staff shall empty paper and cardboard receptacles into the paper and cardboard collection bins located within the bin room.
- Paper and cardboard must not be bagged.

### Disposal of Other Waste Streams

- **Hard waste and e-waste:** Building Management shall arrange for hard waste and e-waste items to be placed at the marked location provided within the bin room. Building Management shall arrange for hard waste and e-waste to be collected directly from the bin room by a private contractor on an as-required basis.

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## 2.4. Building Management Responsibilities

Building Management shall be responsible for the following:

- Ongoing management of the waste system including the maintenance of the bin room and associated equipment and components, to the satisfaction of users and the relevant authority, and in accordance with relevant manufacturer specifications. When required, Building Management shall engage an appropriate contractor to conduct services, replacements or upgrades.
- Engage and manage the waste collection contractor.
- Ensuring the waste collection contractor has access to the site and bin room on collection days.
- Developing and implementing adequate safe operating procedures (including the preparation of Safe Work Method Statements).
- Securing the bin room to prevent theft and vandalism of bins.
- Removal of litter from all communal areas on a regular basis.
- Publish and distribute information or 'house rules' to ensure that building users are familiar about the waste management system.
- Inform users that bagged recycling and glass is not permitted.

## 2.5. Waste System Education

Building Management shall publish/ distribute rules/ information/ educational material to:

- Inform users about the waste management system.
- Improve facility management results, to reduce equipment damage, reduce littering, and to achieve better cleanliness.
- Advise users to sort and recycle waste with care to reduce contamination of recyclables.

## 2.6. Waste Management Plan Revisions

From time to time, due to changes in legislative requirements, changes in the development's needs and/or waste patterns (such as waste composition, volume, or distribution), or to address unforeseen operational issues, Building Management shall be responsible for coordinating the necessary Waste Management Plan revisions, including (on an as-required basis):

- A waste audit and new waste management strategy.
- Revision of the waste system (bin size / quantity / waste streams / collection frequency / update of equipment).
- Revision of the services provided by the waste collection contractor(s).
- Re-education of users.
- Any necessary statutory / regulatory requirements / approvals.

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# 3. Waste Volume Assessment Details

## 3.1. Residential Waste Volume Assessment

As Merri-bek Council does not have published waste generation rates at the time of preparation of this report, City of Melbourne's rates are deemed most suitable. The 'Guideline for Waste Management Plans' specifies the following waste generation rates relevant to the residential component of this development:

### 1-Bedroom Apartment

- General Waste: 60 L/dwelling/week
- Organics: 20 L/dwelling/week
- Recycling: 56 L/dwelling/week
- Glass: 24 L/dwelling/week

### 2-Bedroom Apartment

- General Waste: 75 L/dwelling/week
- Organics: 25 L/dwelling/week
- Recycling: 70 L/dwelling/week
- Glass: 30 L/dwelling/week

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Applying the above waste generation rates, the waste volume estimates for the residential component of the development are outlined in Tables 3.1 to 3.2 below.

**Table 3.1: Residential General Waste and Organics Volume Estimates**

Building section	Waste Source	Quantity	General Waste Generation Rate (L/Apartment/Week)	General Waste Volume (L/Week)	Organics Generation Rate (L/Apartment/Week)	Organics Volume (L/Week)
Hall Street Building	1-Bedroom Apartment	11	60	660	20	220
	2-Bedroom Apartment	21	75	1,575	25	525
Jessie Street Building	1-Bedroom Apartment	12	60	720	20	240
	2-Bedroom Apartment	31	75	2,325	25	775
	<b>Total</b>	<b>75</b>	<b>-</b>	<b>5,280</b>	<b>-</b>	<b>1,760</b>

**Table 3.2: Residential Recycling and Glass Volume Estimates**

Building section	Waste Source	Quantity	Recycling Generation Rate (L/Apartment/Week)	Recycling Volume (L/Week)	Glass Generation Rate (L/Apartment/Week)	Glass Volume (L/Week)
Hall Street Building	1-Bedroom Apartment	11	56	616	24	264
	2-Bedroom Apartment	21	70	1,470	30	630
Jessie Street Building	1-Bedroom Apartment	12	56	672	24	288
	2-Bedroom Apartment	31	70	2,170	30	930
	<b>Total</b>	<b>75</b>	<b>-</b>	<b>4,928</b>	<b>-</b>	<b>2,112</b>

## 3.2. Commercial Waste Volume Assessment

As Merri-bek Council does not have published commercial waste generation rates at the time of preparation of this report, Sustainability Victoria's rates are deemed most suitable. Sustainability Victoria's 'Better Practice Guide for Waste Management and Recycling in Multi-Unit Developments' specifies the following general waste and recycling generation rates applicable to the commercial component of the development:

### Office

*Adopted for the office*

- General Waste: 10L/100m<sup>2</sup>/day
- Recycling: 10L/100m<sup>2</sup>/day

To allow for the separation of organics and paper and cardboard from the general waste and recycling streams (respectively), the above waste generation rates shall be modified to allow for an **80 : 20** split for **general waste : organics** and a **50 : 50** split for **recycling : paper and cardboard**.

It has been assumed that the office will be in operation for five days per week.

Applying the above modified waste generation rates, the waste volume estimates for the commercial component of the development are outlined in Tables 3.3 to 3.4 below.

**Table 3.3: Commercial General Waste and Organics Volume Estimates**

Waste Source	Net Lettable Area (m <sup>2</sup> )	Days of Operation/Week	General Waste Generation Rate (L/100m <sup>2</sup> /day)	General Waste Volume (L/Week)	Organics Generation Rate (L/100m <sup>2</sup> /day)	Organics Volume (L/Week)
Office	1,156	5	8	462	2	116
<b>Total</b>	<b>1,156</b>	<b>-</b>	<b>-</b>	<b>462</b>	<b>-</b>	<b>116</b>

**Table 3.4: Commercial Recycling and Paper and Cardboard Volume Estimates**

Waste Source	Net Lettable Area (m <sup>2</sup> )	Days of Operation/Week	Recycling Generation Rate (L/100m <sup>2</sup> /day)	Recycling Volume (L/Week)	Paper & Cardboard Generation Rate (L/100m <sup>2</sup> /day)	Paper & Cardboard Volume (L/Week)
Office	1,156	5	5	289	5	289
<b>Total</b>	<b>1,156</b>	<b>-</b>	<b>-</b>	<b>289</b>	<b>-</b>	<b>289</b>

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# 4. Waste Storage Details

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### 4.1. Residential Waste Storage Requirements

The waste storage requirements for the residential component of the development are outlined in Table 4.1 below.

Table 4.1: Residential Waste Storage Requirements

Waste Stream	Bin Size (L)	Quantity	Height per bin (mm)	Width per bin (mm)	Depth per bin (mm)	Footprint (m <sup>2</sup> )
General Waste	1100	3	1330	1240	1070	3.98
Organics	240	4	1060	585	730	1.71
Recycling	1100	3	1330	1240	1070	3.98
Glass	240	5	1060	585	730	2.14
Hard Waste/ E-waste	4 sqm storage area					4.00
<b>Total Footprint Required Excluding Circulation (m<sup>2</sup>):</b>						<b>15.80</b>

### 4.2. Commercial Waste Storage Requirements

The waste storage requirements for the commercial component of the development are outlined in Table 4.2 below.

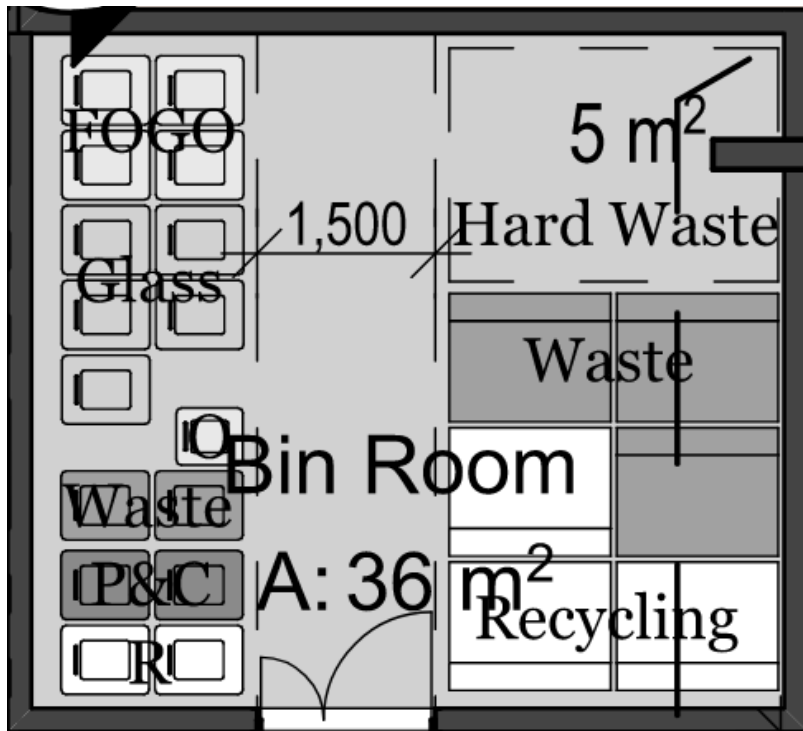
Table 4.2: Commercial Waste Storage Requirements

Waste Stream	Bin Size (L)	Quantity	Height per bin (mm)	Width per bin (mm)	Depth per bin (mm)	Footprint (m <sup>2</sup> )
General Waste	240	2	1060	585	730	0.85
Organics	120	1	930	480	545	0.26
Recycling	240	2	1060	585	730	0.85
Paper & cardboard	240	2	1060	585	730	0.85
Hard Waste/ E-waste	1 sqm storage area					1.00
<b>Total Footprint Required Excluding Circulation (m<sup>2</sup>):</b>						<b>2.97</b>

### 4.3. Residential and Commercial Waste Storage Layout

The proposed shared waste storage layout for the residential and commercial components of the development is shown in Figure 4.2 below.

Figure 4.2: Shared Waste Storage Layout



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# 5. Waste Collection Details

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### 5.1. Residential Waste Collection Requirements

The waste collection requirements for the residential component of the development are outlined in Table 5.1 below.

Table 5.1: Residential Waste Collection Requirements

Waste Stream	Volume (L/week)	Bin Size (L)	Quantity	Collection Frequency	Capacity (L/week)
General waste	5,280	1100	3	Twice weekly	6,600
Organics	1,760	240	4	Twice weekly	1,920
Recycling	4,928	1100	3	Twice weekly	6,600
Glass	2,112	240	5	Twice weekly	2,400
Hard Waste/ E-waste	-	-	4 sqm storage area	As per required	-

### 5.2. Commercial Waste Collection Requirements

The waste collection requirements for the commercial component of the development are outlined in Table 5.2 below.

Table 5.2: Commercial Waste Collection Requirements

Waste Stream	Volume (L/week)	Bin Size (L)	Quantity	Collection Frequency	Capacity (L/week)
General Waste	462	240	2	Weekly	480
Organics	116	120	1	Weekly	120
Recycling	289	240	2	Weekly	480
Paper & Cardboard	289	240	2	Weekly	480



### 5.3. Waste Collection Methodology

Both residential and commercial waste shall be collected from the ground floor car park by a private contractor via a 6.4-metre-long mini rear loaders, which have a travel height clearance requirement of 2.20 metres and an operational height clearance requirement of 2.50 metres.

Building Management shall ensure the waste collection contractor has access to the bin room on collection days. The waste collection contractor shall be responsible for wheeling the bins from the bin room to the waste truck and returning the bins to the bin room after collection is complete.

The swept path assessment (refer to Appendix B) demonstrates that the mini rear loader is able to enter the site in a forward direction, park within close proximity to the bin room, collect waste and utilise the turnaround area to exit the site in a forward direction. Sufficient width is available to enable the waste collection contractor to transfer the bins between the bin room and the rear of the waste collection vehicle (as shown in the swept paths).

The waste collection contractor shall be responsible for the development of a Safe Work Method Statement (SWMS) to ensure safety is considered for every aspect of the collection process.

Building Management shall be responsible for organising hard waste and e-waste collections as required via a private contractor.

### 5.4. Waste Collection Time

Waste collection from the subject site shall be undertaken in accordance with EPA Victoria's 'Noise Control Guidelines' (Publication 1254.2, May 2021, Section 5 – Domestic Refuse Collection), as outlined below:

- Collections occurring more than once a week should be restricted to the hours 7 am – 6 pm Monday to Saturday.
- Compaction should only be carried out while on the move.
- Bottles should not be broken up at the point of collection.
- Routes that service entirely residential areas should be altered regularly to reduce early morning disturbance.
- Compliance with Heavy Vehicle National Law (HVNL) for vehicles with mass greater than 4.5 tonne GVM.

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# 6. Design Standards

## 6.1. Bin Room Design Requirements

The bin room shall be provided in accordance with the following requirements:

- Designed to comply with Building Code of Australia (BCA) and all relevant Australian Standards.
- Allow storage of all collection bins on site at all times.
- Allow easy access to bins for all waste system users.
- Allow direct and convenient transfer of bins to/from the collection point.
- Appropriately screened to prevent unsightly impacts on amenity.
- Provided with artificial light to enable users to dispose of waste safely and appropriately.
- Sized to accommodate all waste arising on the premises together with any associated waste management equipment.
- Concrete (or similar) floor finished to a smooth, even surface, covered at the intersection of walls and plinths.
- Ventilated in accordance with the requirements of the Building Code of Australia and AS1668.2.
- Ventilation openings protected against flies and vermin.
- Provided with tight-fitting doors.
- Provided with adequate bin washing facilities (wall-mounted hot and cold mixing tap with floor graded to wastewater drain with litter trap) in accordance with the relevant authority requirements.

## 6.2. Bin Colour and Signage Requirements

The collection bins shall be provided in the following colours:

- General waste: dark green or black body with red lid.
- Organics: dark green or black body with light green lid.
- Recycling: dark green or black body with yellow lid.
- Glass: dark green or black body with purple lid.
- Paper & cardboard: dark green or black body with light blue lid.

Bins / bin room shall be provided with Sustainability Victoria or equivalent signage (visit: <https://www.sustainability.vic.gov.au/recycling-and-reducing-waste/waste-systems-in-residential-commercial-and-industrial-buildings/waste-signage>).

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### 6.3. Internal Waste Receptacle Requirements

Internal residential waste receptacles shall meet the following requirements:

- General waste: large enough to hold at least 2 days' worth of waste, but no larger than 25 litres.
- Recycling: large enough to hold at least 2 days' worth of recycling, but no larger than 25 litres.
- Glass: large enough to hold at least 2 days' worth of glass (~10 litres).
- Organics: large enough to hold at least 2 days' worth of organics (~10 litres).

Internal commercial waste receptacles shall meet the following requirements:

- All waste streams: no larger than 60 litres to ensure ease of manual handling. Note: if receptacles are larger than 60 litres, a bin lifter may be required within the bin room.

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# Appendix A : Plans Assessed

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**Legend**  
 Trees identified by Arborist  
 ● Tree to be retained with TPZ  
 ● TPZ Encroachment  
 ● Tree to be removed  
 ● New Tree - Ref Landscape Arch.

Rev	Date	By	Chk	Description
1	26/03/2024	J/C/K	J/C/R/M	Town Planning Issue

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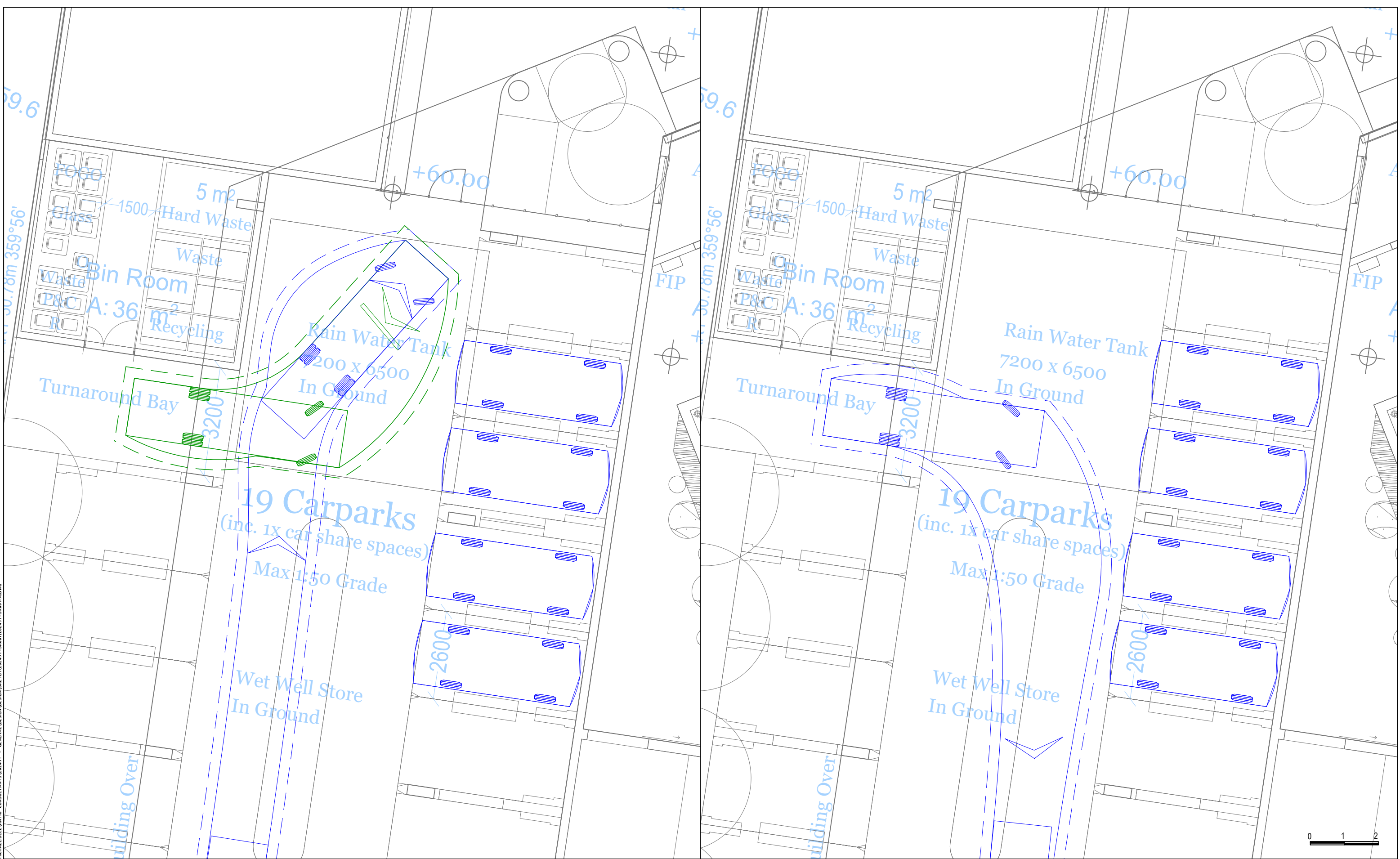


Client Project Name	Uniting 24 Jessie Street	Drawing Name	Ground Floor Plan
Project Number	00013106	Scale	1:200
Drawn By	JC/JS	Date	3/26/2024
Checked By	JC/RM	Drawing Number	TP200
		Revision	-



# Appendix B : Waste Collection Vehicle Swept Path Assessment

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Mini-Rear Loader Waste Collection Vehicle

VEHICLE ENVELOPE (FORWARD)  
 300mm CLEARANCE (FORWARD)  
 VEHICLE ENVELOPE (REVERSE)  
 300mm CLEARANCE (REVERSE)

Overall Length 6.345m  
 Body Width 1.700m  
 Overall Body Height 2.080m  
 Min Body Ground Clearance 0.205m  
 Track Width 1.670m  
 Lock to Lock Time 4.00 sec  
 Curb to Curb Turning Radius 6.450m

Mixed-Use Development  
 24 Jessie Street, Coburg  
 Swept Path - 6.35m 'MINI' REAR LOADER

NOTE:  
 1) Base Plan Supplied By DKO Architects, dated 25.03.2024  
 2) Maximum Design Speed 5km/h

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RATIO REFERENCE 20249T-SK001-A	SHEET No. 4 of 4	PREPARED BY M.B	SCALE 1:100@A3	DATE 26/03/2024
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