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**Department of Transport
and Planning**

19 MARCH 2026

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Michael Dafnomilis
Senior Planner, Development Assessment
Department Transport and Planning

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Via DTP Portal

Dear Michael,

RE: PA2604236 - Non-Government School Planning Application at 35 William Street, Glenroy (Penola Catholic Secondary College) – Proponent’s RFI Response

Rapid Planning Victoria (RPV) acts on behalf of Penola Secondary College (Proponent) for planning application PA2604236 seeking buildings and works for a new Performing Arts Building at 35 William Street, Glenroy (subject site).

The purpose of this letter is to summarise the Proponent’s RFI response to DTPs Request for Further Information (RFI) letter dated 10 March 2026. Our reply is supported by the following documents:

- Amended Architectural Package, McIldowie Partners (March 2026)
- Copy of Covenants 2623519 and 2627759.

The Proponent’s response to the items included in DTPs RFI letter is outlined as follows:

Item 1: Copy and Response to Covenants 2623519 and 2627759

A copy of the two covenants is enclosed. These both seek to prevent quarrying activity at the land. Given that quarrying is not proposed as part of the planning application, the proposal does not contravene the covenants.

Item 2: Detailed Landscape Plan

It is respectfully requested that the requirement for a detailed landscape plan be imposed as a condition of permit.

A preliminary landscape plan was supplied with the application on lodgement and this illustrates that landscaping is integrated into the building design and will provide a positive contribution to the streetscape.

Item 3: Amendments to Architectural Plans

Please find updated Architectural Package prepared by McIldowie Partners.

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The amended package provides:

- Ground floor and Level 1 building setbacks to the internal road west of the development.
- Level 1 building setbacks to the title boundaries.
- Signage details as specified by Clause 52.05-6 (refer to TP201 of arch set). These are summarised as follows:

- ***The location, dimensions, height above ground level and extent of projection of the proposed sign.***

Building signage to be located at the north entrance Signage extents are to be 1.445m x 4.4m (6.358sqm). Signage is to be located 1.345m above GF FFL. The sign is to project .020m from the building envelope finish face.

- ***The height, width, depth of the total sign structure including method of support and any associated structures such as safety devices and service platforms.***

School logo to be 1.36m x 1.445m; school building text to be 2.92m x 0.67m. Total combined footprint for logo and building text to be 1.445m x 0.44m. Signage to be pin fixed with 0.02m spaces and no visible fixings

- ***Details of associated on-site works.***

Given that the signage will be attached to the building, there will be no on-site works.

- ***Details of any form of illumination, including details of baffles and the times at which the sign would be illuminated.***

Signage will be lit when dark. External lighting to soffit. Wall lights to perimeter of building on Ground Floor.

- ***The colour, lettering style and materials of the proposed sign.***

Signage to be metal with finish to match building screen. Lettering to match school font and logo, TBC school approval.

- ***The size of the display (total display area, including all sides of a multi-sided sign).***

Refer "TP201" for details. See previous comments.

- ***The location of any logo box and proportion of display area occupied by such a logo box.***

Refer "TP201" for details. See previous comments.

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Item 4: Construction Management Plan

It is requested that the requirement for a Construction Management Plan (CMP) be imposed as a condition of permit.

Typically, the preparation of a CMP occurs following tender with the building contractors preparing the CMP. The tender process only occurs once a permit is issued.

Item 5: Traffic Management Plan

It is requested that the requirement for a Traffic Management Plan (TMP) be imposed as a condition of permit.

As with the CMP, the preparation of the TMP is undertaken by the building contractors following tender.

We look forward to receiving your consideration and if you have any queries, please call me on 0488-373-925.

Kind Regards,



Antony Duffill
Director, Rapid Planning Victoria

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