

Addendum A

Pre-application Meeting Notes	
Subject Site	2 Leslie Road, Essendon
Proposal	St Columba's Essendon pre-application package for DELWP (dated March 2022) and updated Lower Ground Plan (received 2 May 2022)
Time and Date	16 May 2022
Summary of Proposal	Extension to the existing school
Issues	Comments
Pre-application Notes	<p>Building design</p> <ul style="list-style-type: none"> • Services, including on the roof be screened from the street and residential area. • The building designed to comply with DDA access. • Minimise overlooking to the adjacent residential area, reference is made to the windows along the western side of the building. • * Heritage advisor's comments are to be provided. <p>Fencing</p> <ul style="list-style-type: none"> • Fencing details should be consistent and match that of existing fencing around the perimeter of the school, including materials and colours. • High fencing adjacent to the competition court along Buckley Street is discouraged. The proposal should provide netting or other measures to prevent errant balls from the competition court. • Provision of an acoustic fence no less than 1.8 metres in height along the shared boundary with 4 Lorraine Street to minimise amenity impacts. <p>Traffic, car and bicycle parking</p> <ul style="list-style-type: none"> • Confirm the users of the 39 on-site car parking spaces and whether they are utilised by staff only; • Details on the plans to ensure the basement and accessways are designed in accordance with Clause 52.06, Car parking of the Planning Scheme; • Provision of a 'No Left Turn' sign and associated line marking in the Right of Way at the approach to Lorraine Street; • Vehicular sightlines to prevent conflict with oncoming vehicles along the accessway and within the basement;

- The redundant crossovers on Buckley and Lorraine Streets should be removed and re-instated;
- The crossover at 4 Lorraine Street is to be retained and modified to be a single width crossover; and
- The proposal should provide bicycle parking and at a rate of 30 student and 1 staff space.

Landscaping and trees

- Revisit the building design to retain the existing Oak tree to avoid loss of mature tree canopy and greening that will help mitigate the bulk of the building, and enhance the overall design. Ensure protection of existing Oak tree and its tree root zones to current Australian Standards;
- Continue the row of tree plantings along the Buckley Street frontage nature strip, using Jacaranda trees for consistency;
- Provision of a 2.0 metre (min) landscape buffer along the Buckley and Lorraine Street frontages, where the works are to occur, including planting of screening trees;
- Provision of a 2.0 metre landscape buffer along the shared side boundary with 4 Lorraine Street;
- The existing established row of trees to the west of the Slater Street building, fronting Buckley Street should be retained;
- The development should protect existing trees on the site where possible. It is noted a tree removal permit is required for existing trees that meet the threshold requirements;
- The development should provide more greenspace;
- Any crossover should be setback 2.0 metres from any street tree and 1.0 metres from any services; and
- Landscape plan to include new medium / large tree plantings across the site, in order to mitigate the bulk of the building.

Waste collection

- Confirm whether any additional waste storage and collection will result from waste generated from the proposal. If, so this should be included on the plans and supporting documents;
- Any new waste enclosure should be visually screened, if visible from the street or any residential area;
- No waste should be collected along Buckley Street;

Drainage / easements

- The proposed plans slightly encroach on the existing ROW which contains a drainage asset. The drainage asset is to be protected with an easement if the ROW status is removed;
- Based on the plans it appears the drainage asset will be impacted from the proposed development. It is recommended the building be set back at least to the existing ROW;

- The proposal will still require a build over easement application for the proposed easement if the building abutting the future easement. No part of the building is to be constructed over the drainage easement.
- There are pedestrian steps that currently exist over the existing drain located along the rear of 2 Lorraine Street running south should be retained, it is noted City West Water has assets in this easement.

Property

- The right of way along Lorraine Street is currently owned by Council.

Planning permit (MV/627/2019)

It is expected that the permit conditions on Planning Permit MV/627/2019 relating to staff and student numbers form part of DELWP submission, as below.

- The staff numbers should remain at 123 staff as per Condition 18 on Planning Permit MV/627/2019.
- The student numbers to remain at 1,050 as per Condition 3 of Planning Permit MV/627/2019.
- Annual auditing of staff and student numbers as per Condition 4 of Planning Permit MV/627/2019.

Operation

- Operation hours of the competition court be restricted to minimise impact on the amenity of the residential surrounds, in relation to car parking, vehicular and sporting noise, lighting etc.
- Waste collection hours be restricted to minimise impact on the road network and the amenity of the residential surrounds.
- A loading bay should be provided for deliveries with the hours restricted to minimise impact on the road network and amenity of the residential surrounds. It is noted the loading bay has been removed from the Lorraine Street ROW as illustrated on the advertised plans associated with Planning Permit MV/627/2019.

Master Plan

- A Master Plan should be provided in accordance with Clause 19.02-2L, Major educational uses. The information that should be included relates to maximum school enrolment numbers, future site acquisitions, future building envelopes, sporting fields, open spaces etc, car parking provision and future landscape scheme etc.

	<p><u>Note:</u></p> <p><i>The Lower Ground Plan (showing the basement) provided on 2 May 2022 was not considered in detail. Councils Traffic Engineer raised no major concerns with this configuration, subject to the above traffic comments.</i></p>
Other	<p>The proposal should provide consultants reports to allow for the proper consideration of the proposal and should include (but not limited to) the following:</p> <ul style="list-style-type: none">•• Traffic report, including traffic impact assessment and swept path movements;• Car parking management plan, that includes signage, line marking, encourages all vehicle access and egress via Buckley Street etc;• ESD report, including a sustainable design (SDA) assessment and water sensitive urban design (WSUD) plan;• Waste report;• Green travel plan;• Lux level lighting report, if lighting is proposed to the competition courts.• Arborist report, that includes tree protection measures for trees on the site and street trees; and• Landscape Plan.