



Leigh Design

Waste Management Plans for all urban developments

Leigh Design Australia Pty Ltd
ABN 63 687 418 300
2nd Floor, 555 Riversdale
Road
PO Box 478
Camberwell VIC 3124
P +61 3 9958 0800
www.leighdesign.com.au

Waste Management Plan



Proposed Development:

49 Newcombe Street, Portarlington, Victoria

Prepared for:

49 Newcombe Street Trust

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Document Control

Report Date: 7 July 2026 (supersedes all prior reports)

Prepared By: [REDACTED]

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WASTE MANAGEMENT SUMMARY

- The Operator, as defined below, shall be responsible for managing the waste system, and for developing and implementing adequate safe operating procedures.
- Waste shall be stored within the development (hidden from external view).
- Users shall sort their waste and dispose garbage and recyclables into their respective collection bins.
- Waste shall be collected within the subject land, in the Basement carpark aisle.
- The collection contractor shall transfer bins between the Bin Stores and the truck.
- A private contractor shall provide waste collection services.

GLOSSARY

Operator: refers to the Owners Corporation, who shall manage site operations (via staff and contractors, if required).

User: refers to residents and commercial tenants, who shall utilise the waste system.

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1 SPACE AND SYSTEM FOR WASTE MANAGEMENT

1.1 Development Description and Use

This development shall consist of residential apartments and a commercial tenant. The number of residences and commercial floor-area are stated in Table 1 (below).

1.2 Estimated Garbage and Recycling Generation

The following table summarises the waste estimate (litres/week):

Table 1: Waste Estimate

Waste Source	Base Qty (est.)	Garbage	Food	Recyc.	Glass
Apartments	No. of units = 10	780	420	420	180
Retail (cafe)	area (m ²) = 84	1,499	265	941	235
TOTAL (Litres/Week)		2,279	685	1,361	415

Notes:

- Residential waste figures are based on Council's volumetric requirements, with food organics at 35% of garbage and glass at 30% of recycling.
- Commercial waste figures are based on Sustainability Victoria Guidelines for a shop (cafe), with food organics at 15% of garbage and glass at 20% of recycling.

1.3 Collection Services

Residential:

To avoid kerbside bins, a private contractor shall be engaged to collect waste from within the basement carpark.

Commercial:

It is understood Council does not provide a rates-based commercial waste collection system. Therefore, a private contractor shall be required to collect waste from within the basement carpark.

Based on the above, private waste services shall be required for both residential and commercial waste. The Operator shall choose a waste collection provider, negotiate a service agreement and pay for these services.

1.4 Location, Equipment and System Used for Managing Waste

The waste management system is summarised as follows:

- Apartment receptacles for garbage, recycling, glass and food organics (with option for the latter as a 7L benchtop caddy).
- Tenancy receptacles at internal areas.
- Residential Bin Store located within the Basement.
- Commercial Bin Store located within the Basement.
- Collection bins (kept within the Bin Stores - refer to Table 2).

The various collection waste-streams are summarised as follows:

Garbage: General waste shall be placed in tied plastic bags and stored within bins.

Recycling: Two types of bins shall be provided. One type of bin for glass, and a second type for all other recyclables (paper, cardboard, aluminium, steel, and plastics).

Green Waste: Garden organics shall be collected and disposed by the landscape maintenance contractor.

Food Waste: Users shall place suitable food waste into Organics bins.

Other Waste Streams: The disposal of hard/electronic/liquid, putrescible and other wastes (polystyrene, batteries, paint, chemicals and detox items, etc) shall be organised with the assistance of the Operator.

The following table summarises bin quantity/capacity, collection frequency and area requirements (based on Table 1):

Table 2: Bin Schedule and Collection Frequency

Waste Source	Waste Stream	Bin Qty	Bin Litres	Collection Frequency	Net Area m²
Apartments (shared private bins)	Garbage	2	240	2/week	1.0
	Food Organics	1	240	2/week	0.5
	Recycling	1	660	1/week	1.2
	Glass	1	240	1/week	0.5
	Hard/E-Waste	-	-	At Call	2.0
Commercial (shared private bins)	Garbage	1	1,100	2/week	1.6
	Food Organics	1	240	2/week	1.0
	Recycling	1	1,100	1/week	1.6
	Glass	1	240	1/week	0.5
	Hard/E-Waste/Other	-	-	At Call	2.0
Net Waste Storage Area (excludes circulation):					11.4

Notes:

- Private bins shall be sourced by the Operator (either purchased from a supplier or leased from the collection contractor).
- For twice weekly collections, bin numbers for each waste stream are based on a minimum of 3 days of waste and a maximum of 4 days of waste to be collected at each waste collection.

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1.5 Planning Drawings, Waste Areas and Management of the Waste System

The plans illustrate sufficient space for onsite bin storage, as required by the above schedule.

Notwithstanding the above, collection days shall be staged appropriately, and the Operator shall stipulate procedures for effective management of the available space.

1.6 Collection Bin Information

The following bins shall be utilised (see Sect. 4.4 for signage requirements):

Table 3: Bin Details

Capacity (litres)	Height (mm)	Width (across front, mm)	Depth (side on, mm)	Empty Weight (kg)	Average* Gross Weight (kg)
240	1060	585	730	13	45
660	1250	1240	780	43	130
1100	1330	1240	1070	65	210

Notes:

- * = Average Gross Weight is based on domestic waste studies (which vary subject to locality and waste-type). Expect greater weight for wet or compacted waste.
- Use the above details as a guide only – variations will occur. The above is based on Sulo plastic (HDPE) flat-lid bins.

Table 4: City of Greater Geelong Colour Coding

Bin	Garbage	Garden Org.	Recycling	Glass
Lid	Red	Lime	Yellow	Purple
Body	Green	Green	Green	Green

Note: Private bins shall be labelled to identify the waste generator and site address.

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2 ACCESS FOR USERS, COLLECTORS AND COLLECTION VEHICLES

2.1 User Access to Waste Facilities

Users shall transfer waste from the internal receptacles to the bins located within the Bin Stores (if required, using a suitable trolley and the lift).

Note: The Operator shall have access to the Bin Stores to rotate the bins, ensuring that empty bins are available along the circulation area so that users are able to reach them.

2.2 Collection Arrangements and Access to Waste Facilities

- A private contractor shall collect waste within the Basement
- The waste collection shall be carried out by rear-lift vehicles (nom. 6.4m long, 2.1m high and 6.4 tonnes gross vehicle mass, needing a 2.5m high clearance when lifting 1100L bins).
- Collection staff (driver and assistant) shall have access to the Bin Stores and transfer the collection bins to the truck and back to each Bin Store. The Operator may assist the driver with bin transfers.
- The enclosed architectural drawings illustrate the waste system. Also, the enclosed swept paths illustrate truck access.
- The Operator shall coordinate hard waste collections with private collectors (as well as charity and other minor waste streams), with these collections to be done on site with these items to be collected directly from the hard waste locations.

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3 AMENITY, LOCAL ENVIRONMENT AND FACILITY DESIGN

3.1 Noise Minimisation Initiatives

- Collection bins shall feature rubber wheels for quiet rolling during transfers.
- The waste system and collections shall meet relevant acoustic requirements.
- Local laws shall be observed for all operations in public and private areas.
- For private services, the hours of waste collections shall be as specified in Council's local laws. Also, Section 5 of the Victorian EPA Noise Control Guideline Publication 1254 (see below) shall be observed to protect the acoustic amenity of the development and surroundings.

Victorian EPA Noise Control Guideline Publication 1254.2 May 2021 (excerpt)

[Section] 5. Domestic [and Commercial] Refuse Collection

The main annoyance produced by domestic refuse collections occurs in the early morning (i.e. before 7:00am). Therefore, if possible, routes should be selected to provide the least impact on residential areas during that time.

Collection of refuse should be restricted to the following criteria:

- Collection occurring once a week should be restricted to the hours: 6am to 6pm Monday to Saturday.
- Collections occurring more than once a week should be restricted to the hours: 7am to 6pm 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 which service entirely residential areas should be altered regularly to reduce early morning disturbance.
- Noisy verbal communication between operators should be avoided where possible.

3.2 Litter Reduction and Prevention of Stormwater Pollution

The Operator shall be responsible for:

- Promoting adequate waste disposal into the bins (to avoid waste-dumping).
- Securing the waste areas (whilst affording access to users, staff and contractors).
- Preventing overfilled bins and keeping lids closed.
- Abating any site litter and taking action to prevent dumping and/or unauthorised use of waste areas.
- Requiring the collection contractor to clean-up any spillage that might occur when clearing bins.

The above will minimise the dispersion of site litter and prevent stormwater pollution (thus avoiding impact to the local amenity and environment).

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3.3 Ventilation, Washing, and Vermin-Prevention Arrangements

Waste areas shall feature:

- Ventilation in accordance with Australian Standard AS1668.
- Adequate vermin-proofing and tight-fitting doors (all other openings shall have vermin-proof mesh or similar).
- Impervious flooring (also, smooth, slip-resistant and appropriately drained).
- A graded bin wash area, hosecock, hose and a suitable floor-waste connected in accordance with relevant authority requirements (alternatively, the Operator shall engage a suitable contractor to wash bins in a mobile bin-wash vehicle). The bin and wash areas may overlap, as stored bins can be moved so that a bin can be washed.

The Operator shall regularly clean waste areas and equipment. Also, access doors and bin-lids shall be kept closed.

3.4 Design and Aesthetics of Waste Storage Areas and Equipment

Waste shall be placed within collection bins and stored in designated onsite areas (hidden from external view). Following waste collection activities, bins shall be returned to the storage areas as soon as practicable.

Waste facilities shall be constructed of durable materials and finishes and maintained to ensure that the aesthetics of the development are not compromised. These facilities and associated passages shall be suitably illuminated (this provides comfort, safety and security, to users, staff and contractors). Access doors shall feature keyless opening from within.

The design and construction, of waste facilities and equipment, shall conform to the Building Code of Australia, Australian Standards and local laws.

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4 MANAGEMENT AND SUSTAINABILITY

4.1 Waste Sorting, Transfer and Collection Responsibilities

Garbage shall be placed within tied plastic bags prior to transferring into the collection bins. Cardboard shall be flattened, and recycling containers un-capped, drained and rinsed prior to disposal into the appropriate bin. Bagged recycling is not permitted.

Refer to Section 2 for waste transfer requirements and collection arrangements.

4.2 Facility Management Provisions to Maintain & Improve the Waste System

The Operator shall manage site operations (refer to the glossary in page 2).

It shall be the responsibility of the Operator to maintain all waste areas and components, to the satisfaction of users, staff and the relevant authority (users shall maintain their internal waste receptacles).

The Operator shall ensure that maintenance and upgrades are carried out, on the facility and components of the waste system. When required, the Operator shall engage an appropriate contractor to conduct services, replacements or upgrades.

4.3 Arrangements for Protecting Waste Equipment from Theft and Vandalism

It shall be the responsibility of the Operator to protect the equipment from theft and vandalism. This shall include the following initiatives:

- Secure the waste areas.
- Label the bins according to property address.
- Bins shall be placed on the kerbside no-sooner than the night before the collection (and promptly returned to the storage areas after the collection).

4.4 Arrangements for Bins/Equipment Labelling, and Ensuring Users and Staff are Aware of How to Use the Waste System Correctly

- The Operator shall provide appropriate signage for the bins. Signage is available at the following internet address: www.sustainability.vic.gov.au.
- The Operator shall publish/distribute “house rules” and educational material to:
 - Inform users/staff about the waste management system and the use/location of the associated equipment (provide the summary in page 2 of this report).
 - Improve facility management results (lessen equipment damage, reduce littering and achieve cleanliness).
 - Advise users/staff to sort and recycle waste with care to reduce contamination of recyclables.

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4.5 Sustainability and Waste Avoidance/Reuse/Reduction Initiatives

The *Environment Protection Amendment Act 2018* (and the principal EPA Act of 2017) with the *Circular Economy (Waste Reduction and Recycling) Act 2021* include fundamentals of environment protection and guidance for waste management decision making. Also, the *Sustainability Victoria Act 2005* established Sustainability Victoria as the statutory authority for delivering programs on integrated waste management and resource efficiency.

From a design perspective, the development shall support the Acts by providing an adequate waste system with ability to sort waste.

The Operator shall promote the observance of the Acts (where relevant and practicable) and encourage users and staff to participate in minimising the impact of waste on the environment. For improved sustainability, the Operator shall consider the following:

- Observe the *Environment Protection Amendment Act 2018* principle of waste management hierarchy, which states that waste should be managed in accordance with the following order of preference, so far as reasonably practicable: a) avoidance, b) reuse, c) recycling, d) recovery of energy, e) containment, and f) waste disposal.
- Peruse the Sustainability Victoria website: www.sustainability.vic.gov.au.
- Adopt waste practices outlined in the *Circular Economy (Waste Reduction and Recycling) Act 2021*.
- Participate in Council and in-house programs for waste minimisation.
- Establish waste reduction and recycling targets; including periodic waste audits, keeping records, and monitoring of the quantity of recyclables found in landfill-bound bins (sharing results with users/staff).

4.6 Waste Management Plan Revisions

For any future appropriate Council request, changes in legal requirements, changes in the development's needs and/or waste patterns (waste composition, volume or distribution), or to address unforeseen operational issues, the Operator shall be responsible for coordinating the necessary Waste Management Plan revisions, including (if required):

- A waste audit and new waste strategy.
- Revision of the waste system (bin size/quantity/streams/collection frequency).
- Re-education of users/staff.
- Revision of the services provided by the waste collector(s).
- Any necessary statutory approval(s).

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5 SUPPLEMENTARY INFORMATION

- The Operator shall observe local laws and ensure that bins aren't overfilled or overloaded.
- Waste incineration devices are not permitted, and offsite waste treatment and disposal shall be carried out in accordance with regulatory requirements.
- For bin traffic areas, either level surfaces (smooth and without steps) or gentle ramps are recommended, including a roll-over kerb or ramp. Should ramp gradients, bin weight and/or distance affect the ease/safety of bin transfers, the Operator shall consider the use of a suitable tug.
- The Operator and waste collector shall observe all relevant OH&S legislation, regulations and guidelines. The relevant entity shall define their tasks and:
 - Comply with Worksafe Victoria's Occupational Health and Safety Guidelines for the Collection, Transport and Unloading of Non-hazardous Waste and Recyclable Materials (June 2003).
 - Assess the Manual Handling Risk and prepare a Manual Handling Control Plan for waste and bin transfers (as per regulatory requirements and Victorian COP for Manual Handling).
 - Obtain and provide to staff and contractors; equipment manuals, training, health and safety procedures, risk assessments and adequate personal protective equipment (PPE) to control/minimise risks/hazards associated with all waste management activities. As a starting point, these documents and procedures shall address the following:

Task (to be confirmed)	Hazard (TBC)	Control Measures (TBC)
Sorting waste and cleaning the waste system	Bodily puncture. Biological & electrical hazards	Personal protective equipment (PPE). Develop a waste-sorting procedure
Bin manual handling	Sprain, strain, crush	PPE, staff training. Maintain bin wheel-hubs. Limit bin weight. Provide mechanical assistance to transfer bins
Bin transfers and emptying into truck	Vehicular strike, run over	PPE. Develop a Hazard Control Plan for transfers and collections. Maintain visibility. Use a mechanical bin-tipper
Truck access	Vehicular incident, strike, run over	PPE. Use a trained spotter. Develop a truck-maneuvring and traffic-control procedure

Note: The above shall be confirmed by a qualified OH&S professional, who shall also prepare site-specific assessments, procedures and controls (refer to Section 6).

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6 CONTACT INFORMATION

City of Greater Geelong (local Council), ph 03 5227 0270

Easy Waste Geelong (private waste collector), ph 1300 327 992

Remondis (private waste collector), ph 13 73 73

SUEZ (private waste collector), ph 131335

PuraAir (odour control equipment supplier), ph 1300 972 736

FJP Safety Advisors Pty Ltd (OH&S consultant), ph 03 9255 3660

Sulo MGB Australia (bin supplier), ph 1300 364 388

One Stop Garbage Shop (bin supplier), ph 03 9338 1411

Note: The above includes a complimentary listing of contractors and equipment suppliers. The stakeholders shall not be obligated to procure goods/services from these companies. Leigh Design does not warrant (or make representations for) the goods/services provided by these suppliers.

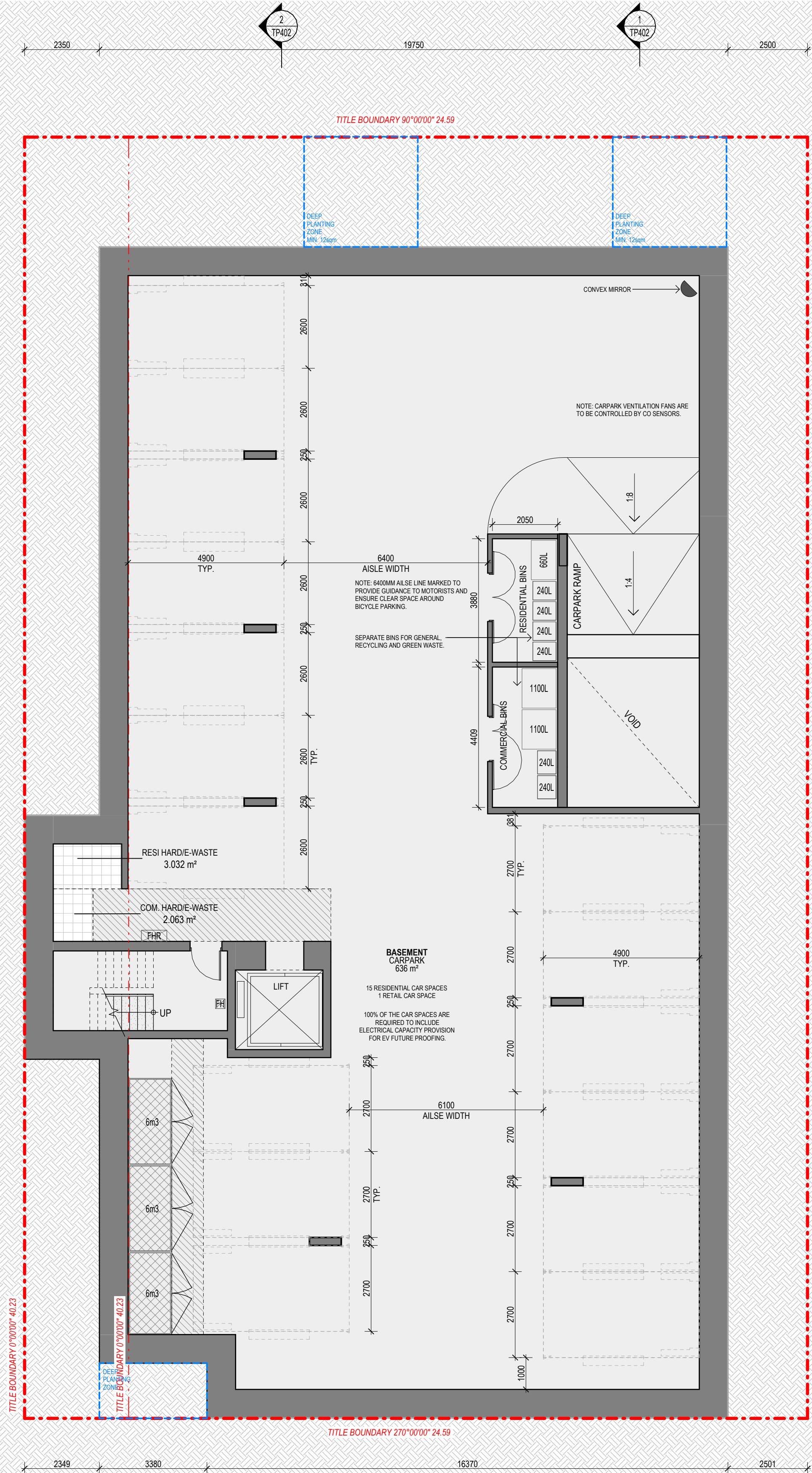
7 LIMITATIONS

The purpose of this report is to document a Waste Management Plan, as part of a Planning Permit Application.

This report is based on the following conditions:

- Operational use of the development (excludes demolition/construction stages).
- Drawings and information supplied by the project architect.
- The figures presented in this report are estimates only. The actual amount of waste will depend on the development's occupancy rate and waste generation intensity, the user's disposition toward waste and recycling, and the Operator's approach to waste management. The Operator shall make adjustments, as required, based on actual waste volumes (if the actual waste volume is greater than estimated, then the number of bins and/or the number of collections per week shall be increased, STCA).
- This report shall not be used to determine/forecast operational costs, or to prepare feasibility studies or to document operational/safety procedures.

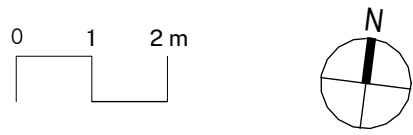
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TP03	03.07.2026	GDFT SUBMISSION
TP02	14.11.2025	TOWN PLANNING
TP01	17.10.2025	TOWN PLANNING
No.	Date	Description

STAGE **TOWN PLANNING**
STATUS **PRELIMINARY**
NOT FOR CONSTRUCTION



KTA

Kerstin Thompson Architects Pty Ltd
6 Lothian St, North Melbourne, Australia
3051
T +613 8662 8800
kta@kerstinthompson.com
www.kerstinthompson.com

PROJECT **NEWCOMBE STREET**
AT **49 Newcombe Street, Portarlington, VIC**

FOR **CLIENT**
CODE **NEWC**

DRAWING TITLE
PROPOSED BASEMENT LEVEL

DRAWING NUMBER

TP100

1:100 at A1

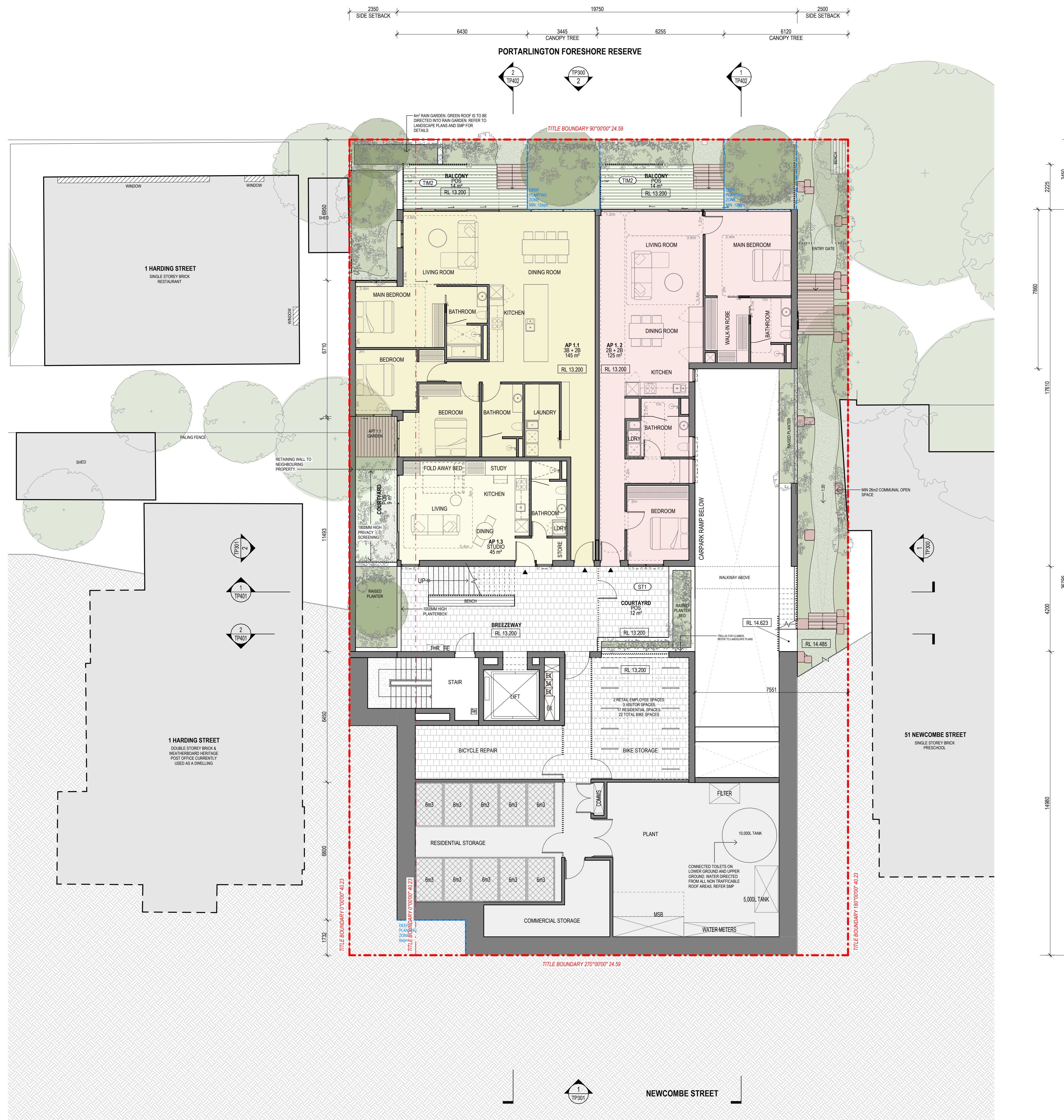
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TP03

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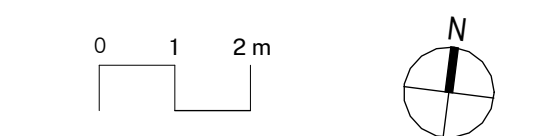
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Kerstin Thompson Architects Pty Ltd
6 Lothian St, North Melbourne, Australia
3051
T +61 3 8662 8800
kta@kerstinthompson.com
www.kerstinthompson.com

PROJECT **NEWCOMBE STREET**
AT **49 Newcombe Street, Portarlington,
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CODE **NEWC**

DRAWING TITLE
**PROPOSED LOWER GROUND
PLAN**

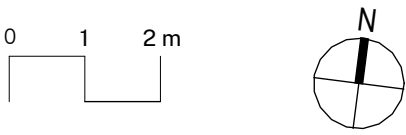
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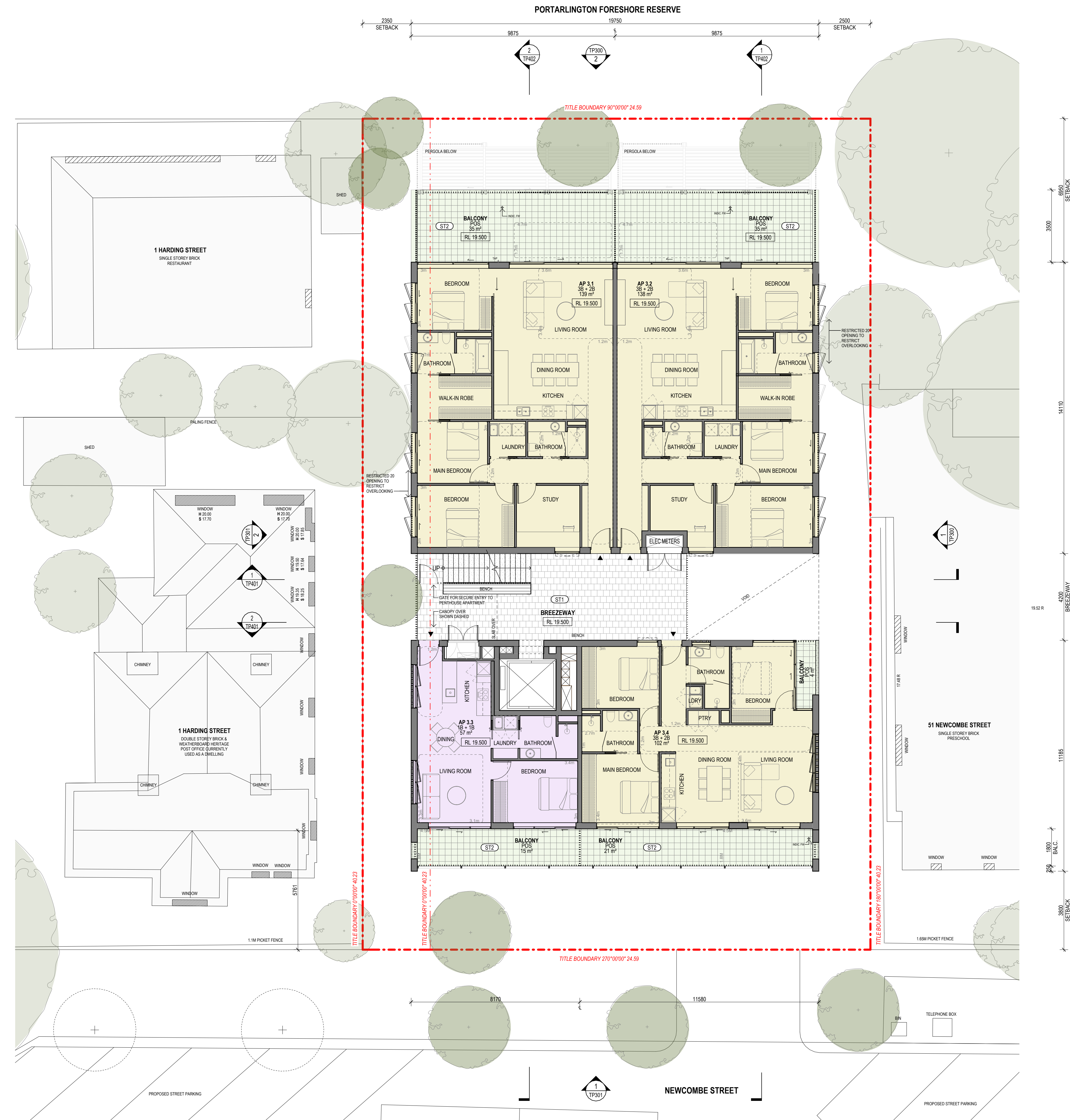


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Kerstin Thompson Architects Pty Ltd
6 Lothian St, North Melbourne, Australia
3051
T +61 3 8662 8800
kta@kerstinthompson.com
www.kerstinthompson.com

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DRAWING TITLE
PROPOSED UPPER GROUND PLAN

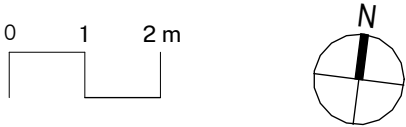
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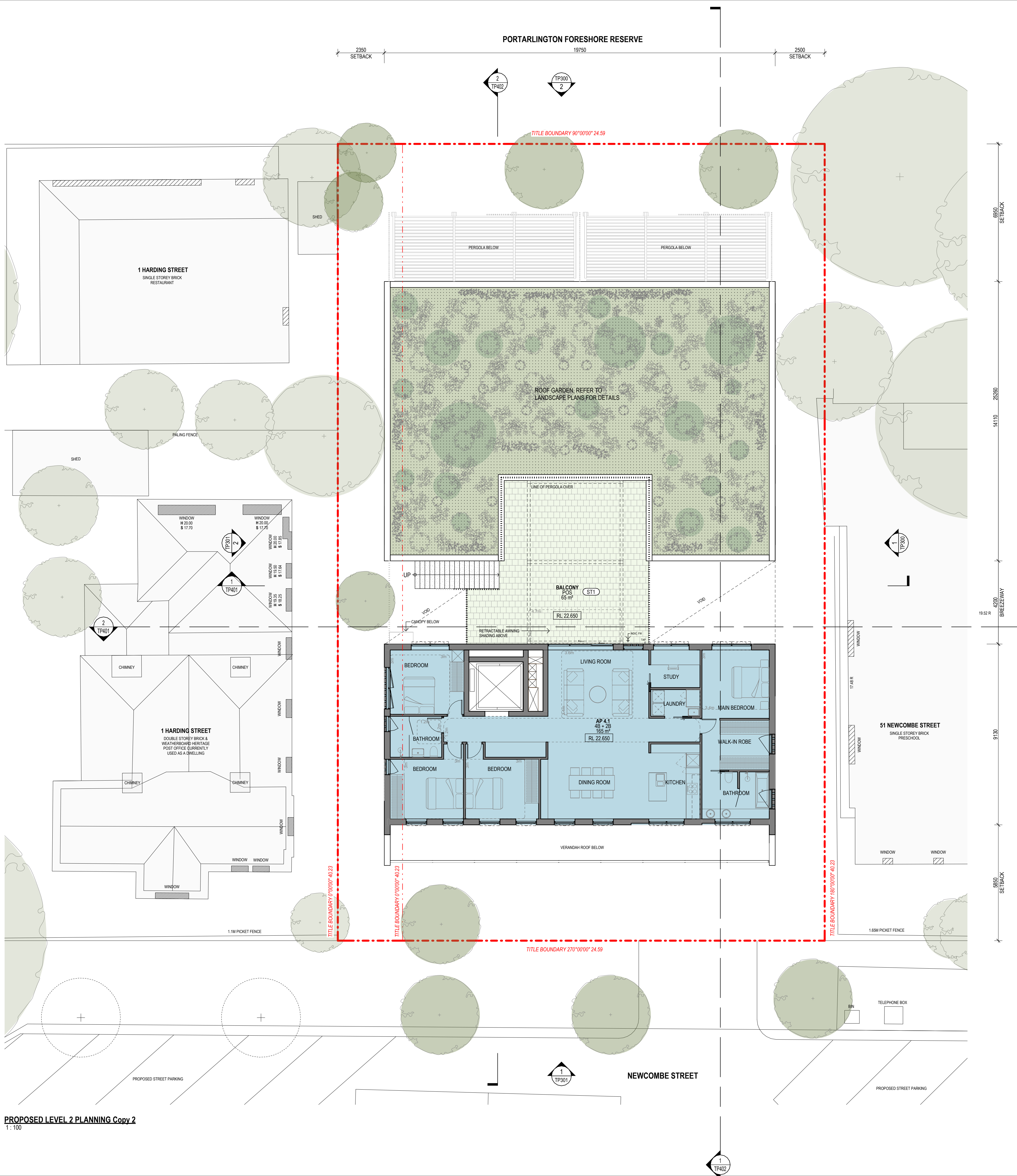


KTA

Kerstin Thompson Architects Pty Ltd
6 Lothian St, North Melbourne, Australia
30091
T +61 3 8662 8800
kta@kerstinthompson.com
www.kerstinthompson.com

PROJECT **NEWCOMBE STREET**
AT **49 Newcombe Street, Portarlington, VIC**
FOR **CLIENT**
CODE **NEWC**
DRAWING TITLE **PROPOSED LEVEL 1 PLAN**

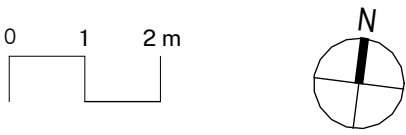
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TP01	17.10.2025	TOWN PLANNING
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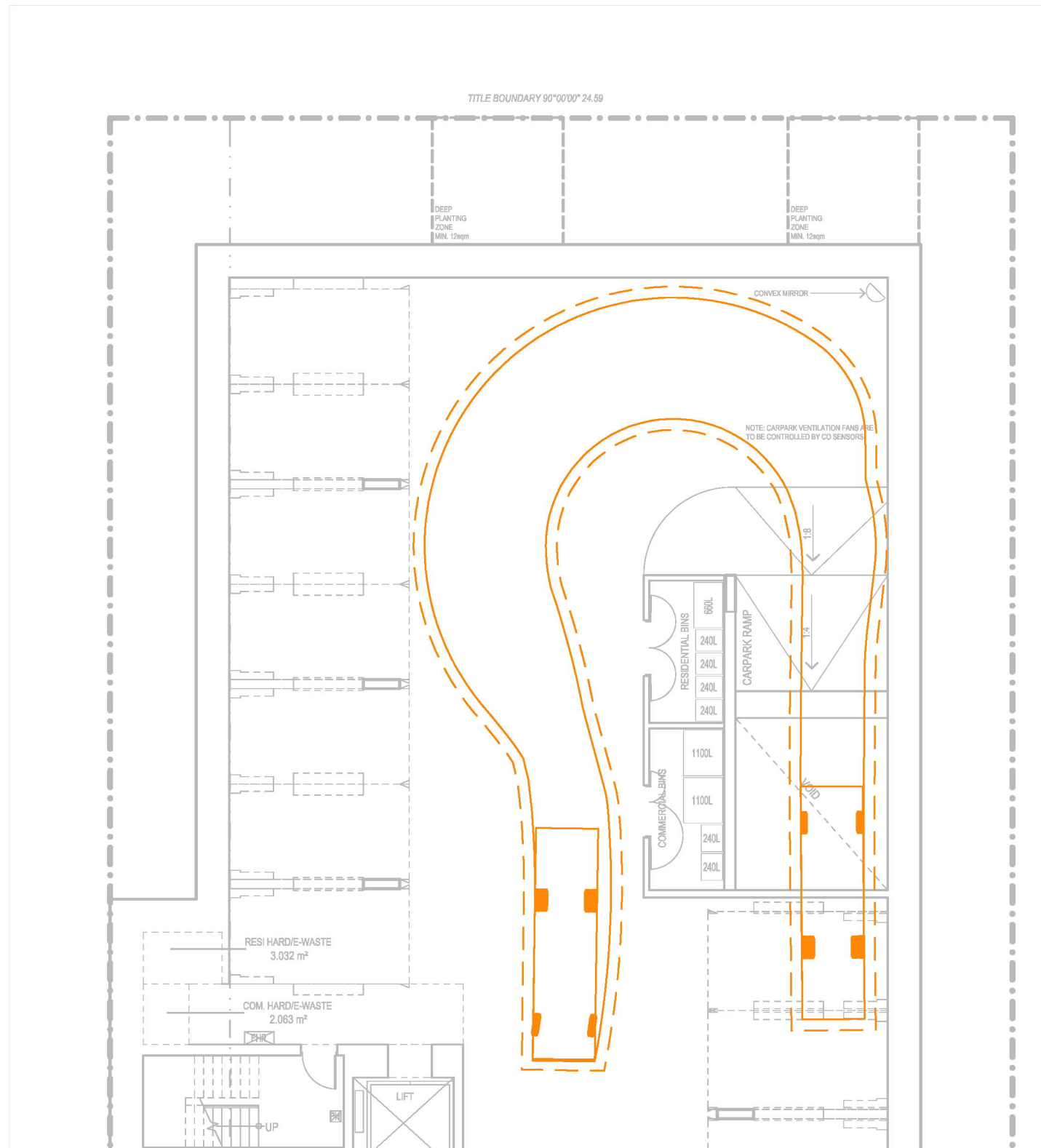


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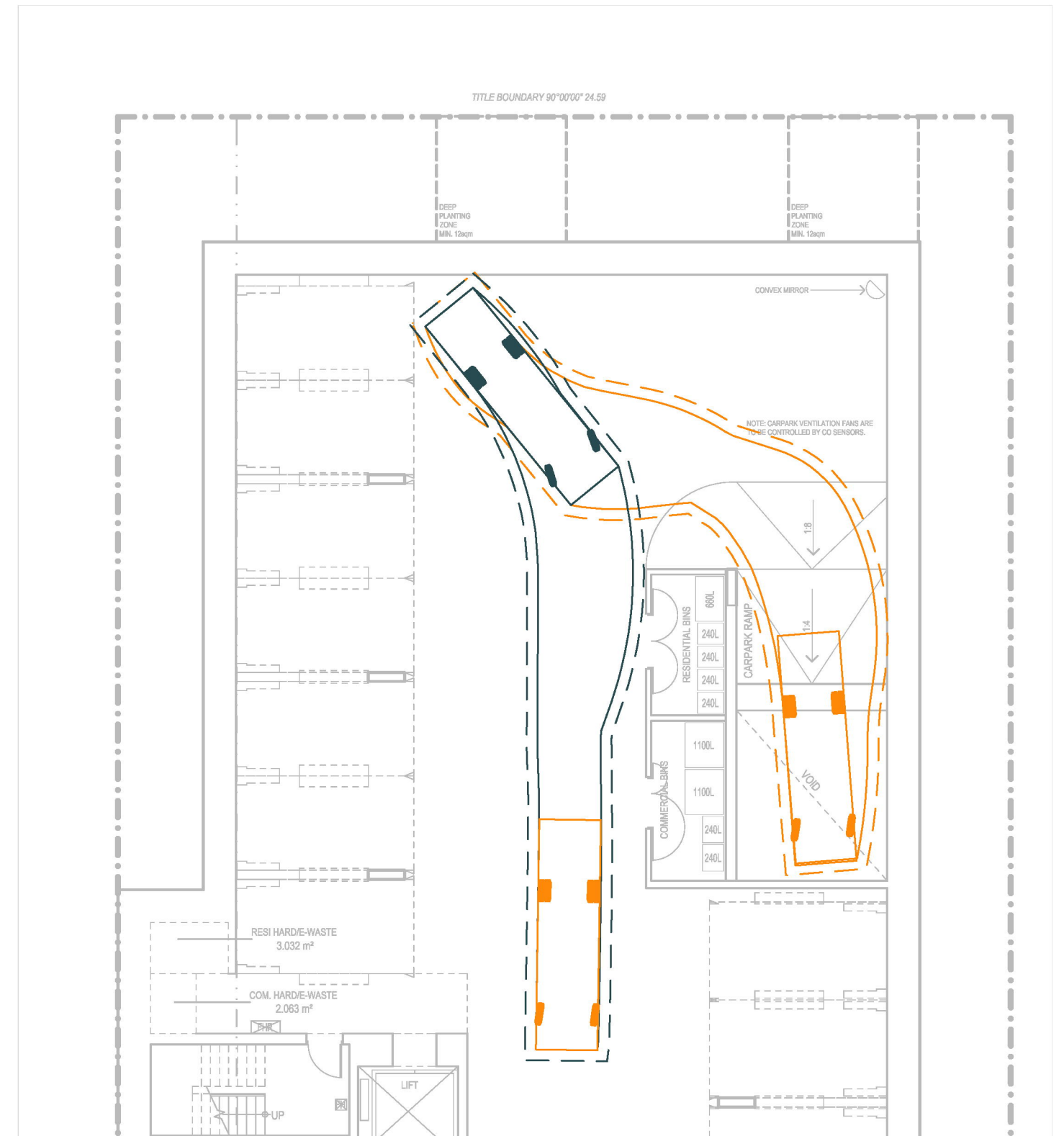
Kerstin Thompson Architects Pty Ltd
6 Lothian St, North Melbourne, Australia
3051
T +61 3 8662 8800
kta@kerstinthompson.com
www.kerstinthompson.com

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DRAWING TITLE **PROPOSED LEVEL 2 PLAN**

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TP104	TP03
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Entry Manoeuvre



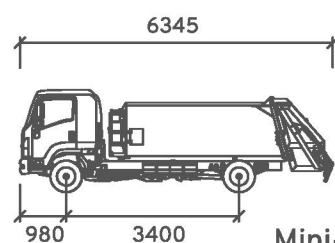
Exit Manoeuvre

Vehicle Envelope

300mm Clearance

Reverse Manoeuvre

Min. Design Speed 5km/h



Mini-Rear Loader Waste Vehicle

Width : 1700 mm
Height : 2080 mm
Kerb-Kerb Radius : 6450 mm
Track : 1670 mm
Kerb-Kerb Radius : 6450 mm
Lock to Lock : 4.0s

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Mixed-Use Development
49 Newcombe Street, Portarlington
Swept Path Assessment

DRAWN: [Redacted]
DATE: 01/07/2026
DWG NO: 1049 S05A
SCALE at A3: 1:150

Amber 07