



# Minutes

## Ordinary Meeting of Council

Wednesday 15 September 2010 at 7:03pm

Queenscliff Town Hall  
50 Learmonth Street, Queenscliff

### **Councillors**

Cr. Bob Merriman (Mayor)

Cr. Helene Butler

Cr. Lloyd Davies

Cr. David Mitchell

Cr. John Burgess

### **Officers**

Lenny Jenner - Chief Executive Officer

Ev Wuchatsch - General Manager Governance & Community

Karen Hose - General Manager Planning & Places



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**1. OPENING OF MEETING**

7:03pm

**2. APOLOGIES**

Cr. Bob Merriman (Mayor)

**3. PECUNIARY INTEREST & CONFLICT OF INTEREST DISCLOSURES**

Nil

**4. PUBLIC QUESTION TIME**

*Question*

"Residents of late have expressed concern in the lack of action to improve road/pedestrian safety in Point Lonsdale's shopping precinct. Can you provide an update/timetable for promised works?"

*Answer*

The CEO indicated that the Council had recently considered a report from officers on this matter and had confirmed the 'Terms of Reference' for the reference group. The next meeting of this reference group, to be chaired by Cr Butler, is scheduled to occur on Wednesday 29 September 2010 at 5:30pm.

*Question*

"Given that the Council engineer is recommending that the temporary road closure in Alexander Crescent be removed - could the Council engineer please provide accurate figures regarding the numbers of different objectors to the road closure and how many of these objectors are actually Alexander Crescent residents prior to the recommendation being considered by Council?"

*Answer*

The CEO responded by indicating that the minutes of Council's June Ordinary Minutes included a description of the address category of all objectors to the Alexander Crescent temporary road closure and that these minutes were available on the Council website. The CEO also explained that a summary of this information also formed part of the minutes of the August Ordinary Meeting of Council. The CEO also noted that the Alexander Crescent, Point Lonsdale temporary road closure formed part of the meeting agenda this evening and that the Council could consider this question as part of their deliberations.

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*Question*

"On 3 September we received a confidential questionnaire that provided us with a number of options how to improve the traffic flow through Alexander Crescent. Amongst those options were speed humps and repair of the existing chicane as possible solution to more efficient traffic management. In my letter 24 February I informed Council:

*'All those years ago we agreed to have the device at the eastern end (it needs repair) to slow traffic. Perhaps that could be repaired & another placed west of Arkins Street. Speed humps are one alternative, in streets north of Lawrence Street quite a few devices certainly slow progress ...'*

In response I received on 6 May 2009 a letter signed by Stuart Hansen, Project & Contracts Engineer stated:

*'I do not believe that speed humps along this road are the correct solution to the solution of driver behaviour in Alexander Crescent. In many cases driver behaviour is to accelerate between speed humps'.*

Subsequently the residents of had to look for alternative solutions to calm the traffic in peak season, ie: road closure.

Would it be possible for the Council administration to provide the residents of Alexander Crescent with a degree of **consistency** in the information regarding efficient road management options they are willing to provide to the residents?"

*Answer*

The CEO indicated that Council officers had prepared and presented a number of Council reports regarding the trial temporary road closure of Alexander Crescent, Point Lonsdale and that the matter had been the subject of Council workshops during this period. The Council reports provided details regarding traffic data, views expressed by residents and outcomes of community consultation and public meetings and the assessment of emergency service organisations, other service providers and professional officers of Council. These reports were all contained in Council Minutes that were available on the Council website.

*Question*

"Why have none of the Council officers ever advised the residents of Alexander Crescent of the existence of Local Government Act 1989, Schedule 11, Clause 9, that deals with

**'9 Power to place obstructions or barriers on a road permanently**

*(1) A Council may block or restrict the passage or access of vehicle on a road by placing and maintaining any permanent barrier or other obstruction on the road'*

Had Council experts advised us of Schedule 11, Clause 9 and 10, residents and Councillors alike would not had to drag the Alexander road closure process out ad nauseum. Assuming that all Council employees are apparently very knowledgeable about local government legislation, as requested in all advertised job vacancies, we would very much like an

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explanation as to why no Council officer has ever made reference to the above schedule of the Local Government Act of 1989?"

*Answer*

The CEO indicated that while he did not have that section of the Local Government Act to directly refer to at the meeting, he indicated that Council officers had presented a number of Council reports regarding the trial temporary road closure of Alexander Crescent, Point Lonsdale and that the matter had been the subject of Council workshops during this period. The early Council Assembly workshops had included VicRoads representatives and had described the processes and procedures associated with road closure. The CEO noted that the other parts of Schedule 11, clause 9 included reference to the role of VicRoads in reporting to Council on their evaluation of a proposed road closure.

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## **5. CONFIRMATION OF COUNCIL MEETING MINUTES**

### **5.1. Ordinary Meeting of Council - 21 July 2010**

A copy of the previous Minutes of the Ordinary Meeting of Council held on Wednesday 21 July 2010 have been distributed to Councillors under separate cover.

**Councillors: Mitchell/Butler:**

**That the Minutes of the Ordinary Meeting of Council of the Borough of Queenscliffe held on 21 July 2010, as distributed, be confirmed as an accurate record.**

**Carried Unanimously**

### **5.2. Ordinary Meeting of Council - 18 August 2010**

A copy of the previous Minutes of the Ordinary Meeting of Council held on Wednesday 18 August 2010 have been distributed to Councillors under separate cover.

**Councillors: Davies/Mitchell**

**That the Minutes of the Ordinary Meeting of Council of the Borough of Queenscliffe held on 18 August 2010, as distributed, be confirmed as an accurate record, with the following amendment:**

**Page 8 - Item 7.1 - to read that the Mayors Report was Carried Unanimously**

**Carried Unanimously**

### **5.3. Audit Committee Meeting - 6 September 2010**

**Councillors: Mitchell/Burgess**

**That the Minutes of the Audit Committee Meeting held on 6 September 2010 (Appendix 1) be accepted.**

**Carried Unanimously**



**6. MOTION ON NOTICE**

Nil

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## 7. MAYOR'S REPORT

### 7.1. Functions Attended

Date	Function Attended
16 August 2010	Mayor, Councillors, CEO & General Managers hosted David Koch MLC, Member for Western Victoria Region & Simon Ramsay, Candidate for Western Victoria Region at a Council dinner
29 August 2010	Mayor & Councillors met with residents of Alexander Crescent
30 August 2010	Mayor met with David Koch, MLC, Member for Western Victoria Region
30 August 2010	Mayor met with Gary Price, Glenda Werrett & Tony Graham, Queenscliff Golf Club
31 August 2010	Mayor & Cr Mitchell met with Les Irving-Dusting & John Gleeson, Queenscliff Maritime Museum
2 September 2010	Mayor met with John Fendyk, CEO, Bellarine Community Health Centre and undertook a tour of the centre
3 September 2010	Mayor Bob Merriman, Acting CEO and General Manager Planning & Places, attended the Sod Turning by Minister Lisa Neville, Member for Bellarine for commencement of Stage 1 Princess and Citizens Parks Redevelopment Project
7 September 2010	Mayor, Crs Butler & Mitchell, & CEO attended the Queenscliff Community Centre Public Meeting

**Councillors: Davies/Mitchell**

**That the Mayor's Report be received.**

**Carried Unanimously**



## 7.2. Inwards Correspondence

Date	Correspondence
13 August 2010	Correspondence received from Jeanette Powell, Shadow Minister for Local Government re Local Government and Planning Amendment Bill 2010
13 August 2010	Correspondence received from Jeanette Powell, Shadow Minister for Local Government re Victorian Bushfires Royal Commission - Recommendation 31
18 August 2010	Correspondence received from David Koch, MP, Member for Western Victoria thanking Council for the meeting opportunity
18 August 2010	Correspondence received from Queenscliff resident regarding old Fisherman's Cooperative Building, Wharf Street, Queenscliff
23 August 2010	Correspondence received from Point Lonsdale resident regarding closure of Alexander Crescent, Point Lonsdale
25 August 2010	Correspondence received from residents regarding speed limit signage in the Borough
25 August 2010	Correspondence received from residents regarding car parking at the Ferry Terminal
9 September 2010	Correspondence received from Queenscliff resident regarding the High School Site
9 September 2010	Correspondence received from Queenscliffe Environment Forum Inc. regarding the Queenscliff Harbour

**Councillors: Mitchell/Butler**

**That the Correspondence be noted.**

**Carried Unanimously**



## 8. COUNCILLOR PORTFOLIO REPORTS

### 8.1 Geelong Otway Tourism (GOT)

**Delegate: Cr John Burgess**

Report following the GOT Board meeting in August 2010.

1. Dredging Dollars from The Port of Melbourne Authority are still being spent with an emphasis on Queenscliff and the Bellarine. This is anticipated to be the final installment of these funds.
2. Tourism Victoria have decided to commit significant resources and dollars to the re branding of Geelong Otway to the Geelong/Bellarine brand. This is to be achieved in Melbourne and Sydney via media icons like 'Epicure' and 'Good living'. There will also be exposure through their 'Spring and Summer Collections' profiling Queenscliff and Barwon Heads in their 'Villages' theme with Queenscliff being promoted as the Region's 'Hero Village'. This promotional activity will be distributed to both Adelaide and Brisbane in the early spring.
3. 'Postcards' are likely to feature the region in their next season of Postcards. This 'Villages' theme is also to be featured in the December/January issue of the Royal Auto magazine.

**Councillors: Burgess/Butler**

**That Council receive the report.**

**Carried Unanimously**



## **9. GOVERNANCE, FINANCE & EXTERNAL RELATIONS**

### **9.1 Adoption of 2009/10 Financial Report, Standard Statements and Performance Statement**

**File:** QG 085-02-02

**Responsible Officer:** General Manager Governance & Community

#### **Introduction**

Under the Local Government Act 1989 section 131, Council is required to prepare annual accounts comprising, financial statements, standard statements and a performance statement in the manner and form prescribed by the regulations.

These statements are to be signed and submitted to the Victorian Auditor General's Office and upon receipt of the Auditor-General's certification, a complete set is to be sent to the Minister within three months of the end of the financial year.

#### **Discussion**

At the Audit Committee meeting held 6 September 2010, the 2009/10 financial report, standard statements and performance statement were presented. The Audit firm appointed by the Auditor General to carry out the end-of-year audit was WHK Howarth and a representative of the firm, Mr Martin Thompson, attended the Audit Committee meeting.

A summary of the Audit and its findings was presented and a 'Management letter' will be forwarded for management comments in the near future. All items identified by the auditor during the audit were assessed by the Auditor as low risk.

#### **Statutory Requirements**

Under Section 131 (8) of the Local Government Act 1989, Council must authorise two Councillors to certify the financial statements and standard statements in their final form after any changes recommended, or agreed to, by the auditor have been made.

Under Section 132 (8) of the Local Government Act 1989, Council must authorise two Councillors to certify the performance statement in the form and manner required by the regulations. The approval by the two Councillors must be given in the form and manner required by the regulations.

The Financial Report represents Council's financial performance and position for the 2009/10 financial year and is prepared and presented in its final form according to Accounting standards

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and the relevant legislative requirements. The Auditor and Auditor-General certify that this has been done.

### **Council Plan**

The annual financial report is in line with the Strategic Direction of the Council Plan 2009-2013 to '*provide accountable governance and long term sustainable financial management*' and the key strategy '*to responsibly manage financial, human and physical resources*'.

### **Social**

Nil.

### **Environmental**

Nil.

### **Risk Management**

Risks as identified during the audit will be addressed as part of Council's Risk management processes which is overseen by the Risk Management Committee. A summary of issues that were identified by the auditor during the audit identified all items as low risk.

### **Community Consultation**

Nil.

## **2009/10 FINANCIAL REPORT AND STANDARD STATEMENTS AND PERFORMANCE STATEMENT**

The 2009/10 Financial Report is included at **Appendix 2** and has been completed in line with the Victorian Council Model Financial Report.

The Standard Statements as required under Section 131 (b) of the Local Government Act 1989 are included at **Appendix 3**.

The 2009/10 Performance Statement which has been prepared under section 132 of the Act is included at **Appendix 4**. The Performance Statement has also been audited by WHK Howarth.

The external auditors (WHK Howarth) have conducted the final audit of the accounts and presented their report at the Audit Committee held on 6 September 2010.

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**Councillors: Butler/Davies**

- 1. That the 2009/10 Financial Report at Appendix 2 be approved in principle and forwarded to the Auditor-General.**
- 2. That the 2009/10 Standard Statements at Appendix 3 be approved in principle and forwarded to the Auditor-General.**
- 3. That the 2009/10 Performance Statement at Appendix 4 be approved in principle and forwarded to the Auditor-General**

**Carried**

**AUTHORITY TO SIGN**

Under section 131 (8) of the Act, Council must authorise 2 Councillors to certify the financial report, standard statements and the performance statement in their final form after any changes recommended, or agreed to, by the auditor, have been made.

**Councillors: Davies/Butler**

- 1. That Council appoint the following two Councillors: Cr John Burgess and Cr Helene Butler to sign the required statements and forward to the Auditor General.**
- 2. That Council authorise Ms Evelyn Wuchatsch as Principal Accounting Officer to sign the required statements and forward to the Auditor General.**

**Carried Unanimously**



**10. SUSTAINABILITY & LOCAL ENVIRONMENT**

Nil

**11. BUSINESS & TOURISM**

Nil

**12. COMMUNITY DEVELOPMENT**

Nil

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### 13. PLANNING, HERITAGE & COMMUNITY ASSETS

#### 13.1. Planning Permit Activity Report

##### 13.1 (a) Summary Report

App. No	Date Received	Address	Proposal	Status
2009/064	29/05/2009	6 Simpson Street Point Lonsdale	Construct decking	Public notification (in progress)
**2009/140	16/11/2009	23 Henry Street Queenscliff	The development of a dwelling (two storey up to 8.5 metres) and variation to the setback requirements of the DDO1	Permit issued VCAT Appeal lodged by applicant VCAT mediation scheduled 4 October 2010
**2009/150	11/12/2009	46 Flinders Street Queenscliff	Alterations and extensions (up to 7.5 metres) to an existing dwelling, the development of garage and front fence and variation to the front setback requirements of DDO1.	Notice of Decision issued
2009/154	16/12/2009	34-36 Kirk Road Point Lonsdale	Subdivision of the land into two (2) lots	Under consideration
**2010/018	19/02/2010	1 Cheshunt Street Point Lonsdale	Alterations and extensions (two storey up to 7.2 metres) to an existing dwelling, the development of a front fence and variation to the site coverage and setback requirements of the DDO4	VCAT Appeals lodged by objector and applicant. VCAT hearing date yet to be finalised
**2010/031	16/03/2010	56 Flinders Street Queenscliff	The development of a dwelling (two storey up to 7.8 metres) and garage	Notice of Decision issued
**2010/034	26/03/2010	109 Bellarine Highway Point Lonsdale	The development of a second dwelling and subdivision of the land into two lots	Notice of Decision issued
2010/041	28/04/2010	24 Buckleys Road Point Lonsdale	The development of a dwelling and front fence, variation to the setback requirements of DDO4 and removal of native vegetation	Application on hold (at request of applicant)
2010/044	30/04/2010	13 Learmonth Street Queenscliff	Alterations (windows) to an existing dwelling on a site individually listed in the Heritage Overlay	Under consideration



App. No	Date Received	Address	Proposal	Status
2010/050	18/05/2010	13 Learmonth Street Queenscliff	Extensions (deck) to an existing dwelling on a site individually listed in the Heritage Overlay	Under consideration
2010/052	4/06/2010	9 Bailey Street Point Lonsdale	The development of a two storey dwelling and removal of native vegetation	Refer agenda
2010/056	15/06/2010	103 King Street Queenscliff	The development of a two storey dwelling, swimming pool and front fence, variation to the setback requirements of Schedule 3 of the Design and Development Overlay and removal of vegetation	Public notification
**2010/057	15/06/2010	1/11 Anderson Street Point Lonsdale	Alterations and extensions (two storey) to an existing dwelling	Under consideration
**2010/058	18/06/2010	1 Beach Street Queenscliff	Demolition of buildings within a Heritage Overlay ("Fisherman's Wharf")	Waiting on advice from applicant.
2010/059 (Amended 2/08/2010)	2/07/2010	Unit 4/4 Wharf Street East Queenscliff	Permission under Clause 52.27 of the Queenscliffe Planning Scheme to use the land to sell alcohol for consumption both on and off the premises (general licence)	Public notification
2010/060 (Amended 2/08/2010)	2/07/2010	Unit 8/4 Wharf Street East Queenscliff	Permission under Clause 52.27 of the Queenscliffe Planning Scheme to use the land to sell and consume alcohol on the premises (on-premises licence)	Public notification
2010/062	5/07/2010	16 Bowen Road Point Lonsdale	The development of a two storey dwelling and rainwater tank (10,000 litres)	Public Notification Referral to CFA
2010/065	19/07/2010	87 Glaneuse Road Point Lonsdale	The development of a dwelling, variation to the site coverage and setback requirements of Design and Development Overlay - Schedule 4 and removal of native vegetation	Public notification Referral to Engineering Department
2010/066	23/07/2010	6 Jacqueline Court Point Lonsdale	The development of a dwelling and variation to the setback and wall height on boundary requirements of Design and Development Overlay - Schedule 4	Under consideration



App. No	Date Received	Address	Proposal	Status
2010/067	02/08/2010	92 Bellarine Highway Queenscliff	The development of two dwellings, subdivision of the land into two (2) lots and variation to the site coverage requirements of Design and Development Overlay - Schedule 5	Further information requested 17 August 2010
2010/068	02/08/2010	30 Hobson Street Queenscliff	Alterations and extensions (pergola) to an existing dwelling	Further information requested 10 August 2010



**13.1(b) Summary Report: Applications Finalised Since Last Report**

App. No	Date Received	Address	Proposal	Status
2010/004	07/01/2010	29 Flinders Street Queenscliff	The construction of a shadesail structure	Permit issued
**2010/025	3/03/2010	9 Nicholas Court Point Lonsdale	Alterations and extensions (two storey up to 8.5 metres) to an existing dwelling, variation to the front setback requirements of the DDO4	Permit issued
**2010/037	16/04/2010	47 Learmonth Street Queenscliff	The demolition of an existing outbuilding, development of an outbuilding on a site within a Heritage Overlay and variation to the site coverage and setback requirements of Design and Development Overlay Schedule 1	Permit issued
**2010/051	31/05/2010	53 Winterley Road Point Lonsdale	Alterations and extensions to an existing dwelling and outbuilding, development of a front fence, variation to the side setback requirements of Schedule 4 of the Design and Development Overlay and removal of native vegetation	Permit issued
2010/054	7/06/2010	10 Alexander Crescent Point Lonsdale	Alterations and extensions to an existing dwelling and variation to the side setback requirements of Schedule 4 of the Design and Development Overlay	Permit issued
2010/055	11/06/2010	3 Werry Road Point Lonsdale	Subdivision of the land into two (2) lots	Permit issued
2010/061	8/07/2010	71 Hesse Street Queenscliff	The development of advertising signage in a Heritage Overlay	Permit issued
2010/064	16/07/2010	15 Swanston Street Queenscliff	Tree removal on a site within a Heritage Overlay where tree controls apply	Permit issued
2010/069	03/08/2010	13 Laker Drive Point Lonsdale	The installation of a rainwater tank and construction of a front fence	Permit issued
2010/071	12/08/2010	2/15 Bowen Road Point Lonsdale	The development of a deck	No permit required
2010/073	16/08/2010	43 Buckleys Road Point Lonsdale	The development of a deck	No permit required
2010/074	17/08/2010	58 King Street Queenscliff	Alterations and extensions to an existing carport	Permit issued



### 13.1(c) Summary Report: New Applications Received Since Last Report

App. No	Date Received	Address	Proposal	Status
2010/070	13/08/2010	20 Bedggood Avenue Point Lonsdale	Alterations and extensions to an existing dwelling and removal of vegetation	Further information requested 17 August 2010
2010/071	12/08/2010	2/15 Bowen Road Point Lonsdale	The development of a deck	No permit required
2010/072	16/08/2010	62 Stokes Street Queenscliff	Alterations to an existing dwelling and outbuilding within a Heritage Overlay comprising a carport, garage and external staircase, and variation to the setback requirements of the Design and Development Overlay - Schedule 1	Public notification Referral to Heritage Advisor
2010/073	16/08/2010	43 Buckleys Road Point Lonsdale	The development of a deck	No permit required
2010/074	17/08/2010	58 King Street Queenscliff	Alterations and extensions to an existing carport	Permit issued
2010/075	27/08/2010	19 Edgewater Close Queenscliff	Alterations and extensions to an existing dwelling and removal of vegetation	Further information requested 1 September 2010 Referral to CCMA
2010/076	27/08/2010	6 Bellarine Highway Queenscliff	Alterations and extensions to an existing dwelling	Further information requested 6 September 2010
2010/077	27/08/2010	84 Ocean Road Point Lonsdale	Alterations and extensions to an existing dwelling	Further information requested 1 September 2010
2010/078	30/08/2010	28 Mercer Street Queenscliff	The construction of fencing	Further information requested 6 September 2010
2010/079	31/08/2010	60 Learmonth Street Queenscliff	The development of business identification signage in a Heritage Overlay	Referral to Heritage Advisor

**Legend:**

**\*\* Objections received.**



**Councillors: Mitchell/Butler**

**That the report be noted.**

**Carried Unanimously**

**Councillors: Mitchell/Butler**

**That Officers provide Council with a briefing on the following applications:**

**Application 2010/056 - 103 King Street, Queenscliff (focusing on urban character)**

**Application 2010/057 - 1/11 Anderson Street, Point Lonsdale**

**Application 2010/073 - 43 Buckleys Road, Point Lonsdale**

**Application 2010/075 - 19 Edgewater Close, Queenscliff**

**Carried Unanimously**

**Councillors: Mitchell/Butler**

**Council resolves to remove delegation conferred under Section 98(1) of the Local Government Act 1989 in relation to the following applications:**

**Application 2010/065 - 87 Glaneuse Road, Point Lonsdale**

**Application 2010/067 - 92 Bellarine Highway, Queenscliff**

**Carried Unanimously**

**Councillors: Mitchell/Butler**

**That Officers clarify the nature of any qualification used by real estate agents in advertising this property sale:**

**Application 2010/039 - 20-22 Anderson Street, Point Lonsdale**

**Carried Unanimously**

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7:42pm - Cr Davies declared a conflict of interest, in respect to the following resolution in that his current employer is undertaking projects for Queenscliff Harbour Pty Ltd, and left the Council Chambers.

**Councillors: Mitchell/Butler**

**Council resolves to remove delegation conferred under Section 98(1) of the Local Government Act 1989 in relation to the following applications:**

**Application 2010/059 - Unit 4/4 Wharf Street East, Queenscliff**

**Application 2010/060 - Unit 8/4 Wharf Street East, Queenscliff**

**Carried Unanimously**

7:44pm - Cr Davies returned to the Council Chambers

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### **13.2 9 Bailey Street, Point Lonsdale**

**File:** QP650-900  
**Responsible Officer:** Senior Planner

#### **Introduction**

- The site is located on the north-west corner of Bailey Street and Egerton Street, Point Lonsdale, with a site area of approximately 494m<sup>2</sup>.
- It is proposed to demolish the existing single storey dwelling and construct a double storey dwelling and remove some native vegetation on the site.
- The proposed dwelling is to comprise a double garage, kitchen/meals area and separate living room, large foyer area, a laundry, a separate water closet, two (2) decking areas and a pool at ground floor level. Four (4) bedrooms, an en suite, bathroom and separate water closet are located at first floor level.
- The proposed dwelling is contemporary in design with an angled orientation on the site, as well as an orange feature to the design at first floor level fronting Bailey Street.
- The proposed dwelling has a maximum height of approximately 7 metres.
- The subject site is located in the Residential 1 Zone and is subject to the Vegetation Protection Overlay - Schedule 1 (VPO1) and the Design and Development Overlay - Schedule 4 (DDO4). A permit is triggered under the provisions of the DDO4 for buildings and works as well as under the provisions of the VPO1 for the removal of a tea tree adjacent to the north west (rear) corner of the subject site.
- The application was advertised and no objections were received by Council in respect of this application.
- The proposal mostly complies with the requirements within Schedule 4 to the Design and Development Overlay, with a variation required for site coverage (42%).
- It is recommended that Council resolve to issue a Planning Permit for the proposal, subject to the conditions included later within this report.

#### **Key Issues**

- Neighbourhood character
  - Compliance with overlay provisions
  - Offset for vegetation removal
-

## Discussion

### Subject site and surrounds

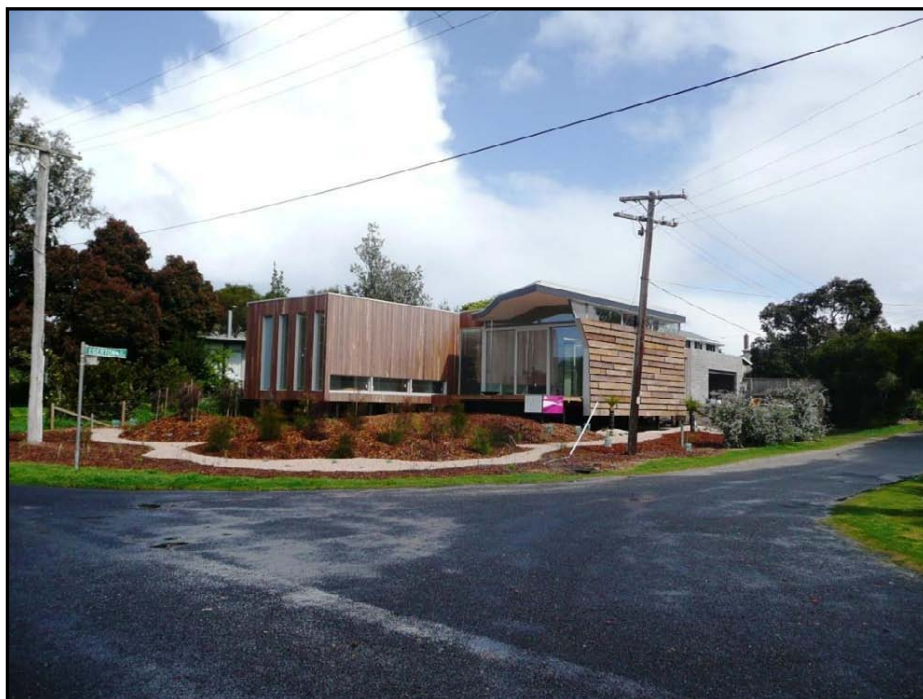
The subject land is located on the south side of north-west corner of Bailey Street and Egerton Street, Point Lonsdale. The subject site is regular in shape, with a street frontage to Bailey Street of 12.19 metres, a splayed 4.31 metre section across the corner of the block, a frontage to Egerton Street of 29.72, and an overall site area of approximately 494m<sup>2</sup>. The site has a fall of approximately 0.50 metres from the western corner of the site to the southern corner of the site.

The subject site currently comprises a single storey timber framed dwelling, located towards the site's north-eastern end of the site. There is a shed in the northern corner of the site. Vehicular access to the site is via a single width crossover located at the western corner of the sites Egerton Street frontage. There is a significant amount of vegetation within the front setback area of the site. There is a partially existing tea-tree fence along the site's Egerton Street boundary.

The adjoining property to the north-east (No. 11 Bailey Street), contains a single storey weatherboard clad dwelling with a pitched roof. The property has a minimum setback of 4.51 metres to Bailey Street.

The adjoining property to the north-west (No. 7 Egerton Street) contains a single storey weatherboard clad dwelling with pitched corrugated iron roofing. The dwelling is setback approximately 6.315 metres from the Egerton Street frontage.

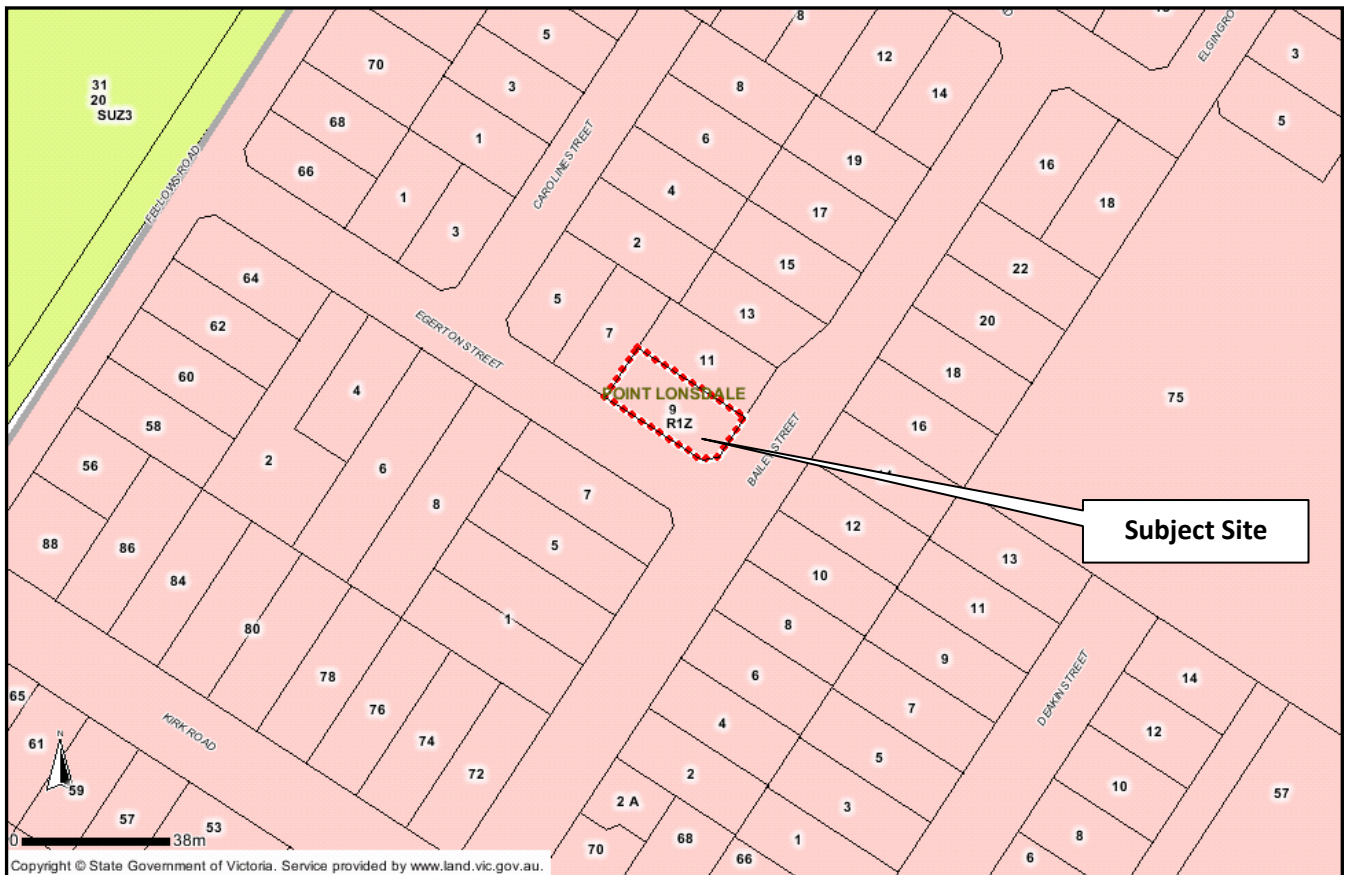
The dwelling on the opposite corner of Egerton Street and Bailey Street (No. 7 Bailey Street) has recently been developed for a very contemporary design single storey dwelling constructed of a mixture of vertical and horizontal timber panelling, stonework, and a varied roof form. The photo below shows the current circumstances on the opposite site.



**No. 7 Bailey Street, Point Lonsdale**

The immediately surrounding area comprises a mix of single and double storey detached dwellings. The typical urban character of the area comprises dwellings constructed of a predominantly of weatherboard, however there are examples of dwellings of brickwork and rendered brick construction. The dwelling stock is not characterised by a particular architectural period or style, exhibiting a variety of roof forms, as well as materials of construction and overall size of dwellings.

### Locality plan



### Proposal

Planning permission is sought to allow the demolition of the existing single storey timber framed dwelling and garden shed, and the construction of a double storey dwelling on this site. The proposed dwelling is to comprise a double garage, kitchen/meals area and separate living room, large foyer area, a laundry, a separate water closet, two (2) decking areas and a pool at ground floor level, and four (4) bedrooms, an en suite, bathroom and separate water closet at first floor level. The ground floor will have a minimum setback of approximately 6.98 metres to Bailey Street, and 1.2 metres from the site's Egerton Street frontage. The first floor footprint is proposed to be setback 2.5 metres from the site's north-east property boundary, approximately 5.0 metres from the site's north-west property boundary, 2.0 metres from the site's south-west (Egerton Street



frontage) property boundary and approximately 6.5 metres from the site's south-east (Bailey Street frontage) property boundary.

The double garage is proposed to have a wall located on the site's north-west (side) property boundary for a length of 6.3 metres, with an average height less than 3.0 metres. The first floor footprint is proposed to cantilever over the deck area below to the south-east of the proposed dwelling, as well as partially overhanging the deck area towards the north-east of the dwelling and the entry area fronting Egerton Street. There is an existing tea tree located adjacent to the existing garden shed in the northern corner of the site which is proposed to be removed as part of this application. There is another shrub to be removed from within the Egerton Street setback area of the site, however the species of this tree has not been specified in the application. It is not considered to be of significant importance that the species of the shrub be specified, as this will not alter the recommendation of the officer's report and a condition can be included on any permit issued requiring the species of the shrub to be nominated on the plan and, if it is found to be native or indigenous to the area, offset planting is to be required.

There is an existing tea tree fence running along the site's Egerton Street and Bailey Street frontages. The application proposes to demolish a section of the fencing along the site's Egerton Street frontage and not replace it.

#### Materials and Colours:

- Walls (Ground Floor):*
- Timber cladding with light earth paint finish
  - Timber cladding with dark stain
  - Shadowclad external cladding with dark stain
  - Paint finish to compressed fibro-cement sheeting
  - Bagged and painted brickwork to title boundary
- Walls (First Floor):*
- Timber cladding with light earth paint finish
  - Paint finish to compressed fibro-cement sheeting
- Windows:*
- Not specified
- Garage Door:*
- Timber cladding with dark stain (to match surrounding cladding)
- Roof:*
- Slate grey metal deck roof
- Front Fence:*
- 1650mm tea tree picket fence (partially demolished)

The provision of a materials and colours schedule, including samples, can be required as a condition of any permit issued.

#### **Site History**

Council records indicate that there appears to be no planning permit history for this site.



### **Planning Scheme Controls**

The site is located in a Residential 1 Zone (R1Z), and is subject to a Vegetation Protection Overlay - Schedule 1 (VPO1) and a Design and Development Overlay - Schedule 4 (DDO4).

A planning permit is required pursuant to the following clauses of the Queenscliffe Planning Scheme:

- Clause 3.0 of Schedule 1 to the Vegetation Protection Overlay (Clause 42.02) - a planning permit is required to remove, destroy or lop all native or indigenous vegetation including Moonah, Tea Tree and Coastal Heath.
- Schedule 4 to the Design and Development Overlay (DDO4) - a planning permit is required to construct a building or construct or carry out works (DDO4).

The following strategies / policies are relevant to the consideration of this application:

- Clause 15.12 - Energy efficiency;
- Clause 19.03 - Design and built form;
- Clause 21.05-1 - Settlement;
- Clause 21.05-2 - Urban Character;
- Clause 21.05-3 - Housing;
- Clause 22.04 - Urban Character;
- Clause 22.04-2 - Point Lonsdale.

### **Referrals**

No statutory referrals were required for this application.

### **Council Plan**

The application is consistent with the Council plan which has a strategy to protect, conserve and add value to the unique natural, built and heritage values of the Borough, drawing on an understanding of the limitations of the natural environment and the municipality's historical background.

### **Financial**

There will be no financial implications for Council as a result of this private development on private property.

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## **Social**

The proposed development will provide for an improved level of comfort for the existing occupants of the site, without compromising the livability of occupants of adjoining/nearby dwellings.

## **Environmental**

The development does not include the removal of any vegetation on the site and, accordingly, there are no environmental concerns with the proposal.

## **Risk Management**

All matters set out under Planning and Environment Act 1987 have been considered in the assessment of the application.

## **Assessment**

### **State Planning Policy Framework**

The State Planning Policy Framework encourages new opportunities for infill development such that good use is made of existing infrastructure and urban sprawl is avoided. However, the framework also emphasises the importance of neighbourhood character and providing an appropriate response to neighbourhood character. The most pertinent strategies in this instance relate to encouraging energy efficient building design and built form outcomes that aspire to high standards of architecture. Both principles are considered to have been achieved as the layout provides for passive solar design and is respectful of the built form outcomes encouraged by policy.

### **Local Planning Policies**

The MSS is focussed on achieving a stable population, which it is recognised will result in modest levels of development and redevelopment. If successful, the application will enable the existing single storey dwelling on the site to be demolished and a new dwelling to be constructed, providing the occupants with a higher standard of amenity, as well as an opportunity for the applicants to live permanently in Point Lonsdale, in line with the objectives of Clause 21.05-1 and Clause 21.05-3 which seeks to maintain the current population levels of the Borough.

A number of the local policies relevant to the consideration of this application are focussed on ensuring a high quality built and natural environment for the municipality and encouraging new development that complements the existing natural environment. The various policies identify Point Lonsdale's natural coastal theme and highlight it as being important to protect, along with the sense of seclusion and intimacy of Point Lonsdale which has been created through its low impact recessive built form and informal, narrow streets in a natural landscape dominated

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environment. It is considered that the proposed dwelling, subject to the inclusion of appropriate conditions, has been designed to minimise the massing of the building when viewed from the public domain by utilising the vegetative barrier between the street network and the dwelling. As the site is on a corner, it is difficult to prevent the dwelling from being visible from the public domain. It is considered that the proposed development has minimised the visual bulk of the dwelling on the surrounding street network by the retention of the existing vegetation barrier along the site's Bailey Street and Egerton Street frontage.

It is considered that the new dwelling has responded appropriately to the diversity of built form within the Point Lonsdale Natural Coastal Area, especially to the urban design present in the immediate area. A response to Clause 22.04-2 is set out below indicating where amendments should be made to the design to better address the objectives and policy of the overlay:

#### *Site layout*

- The site layout is considered to be responsive to the opportunities and constraints presented by the site, namely by retaining all existing vegetation along the street frontage, providing north facing indoors and outdoors living areas, and allowing in excess of 30% permeability for the subject site.
- The proposal should not result in a reduction in the bay or landscape views enjoyed by occupants of adjoining properties. The proposed dwelling has been designed to incorporate the sloping topography of the land and it is considered that the loss of views from adjoining properties has been minimised. It is further noted that there have been no objections lodged in respect of the proposed dwelling, which is considered to be evident that the adjoining neighbours have no concern with the proposed dwelling.
- It is acknowledged that the site coverage for the proposal (approximately 42%) exceeds the 40% maximum set out under the Design and Development Overlay - Schedule 4. It is considered that the variation is acceptable in the context of the site, given it is a corner allotment. It is also noted that the ground floor site coverage is 34%, with a further 8% of first floor cantilevering, bringing the total to 42%. It is considered that the proposed site coverage is appropriate for the site and a variation to the 40% maximum should be approved.

#### *Building design*

- The development is considered to be modern in design, however still manages to incorporate the use of fairly traditional facade treatments (specifically timber cladding) to address the coastal character of Point Lonsdale. While a flat roof is not the general character of the broader area of Point Lonsdale, it is considered that the surrounding character of the immediate area (specifically No. 7 Bailey Street) allows for the use of flat roof forms on new developments.
  - Overall, the proposed dwelling is considered to be respectful of the massing, scale and design features evident in the various building types and architectural styles throughout Point Lonsdale.
  - The use of a staggered built form along both the Egerton Street and Bailey Street frontages reduces any perception of visual bulk as well as reducing the overall dominance of the development.
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- Selected materials and colours are of natural and muted tones with a neutral palette proposed. There is a feature of what appears to be an "orange" painted finish to compressed fibro-cement sheeting at first floor level on the south-east elevation of the dwelling as well as around the entry area on the south-west (Egerton Street) facade. It is considered that this element of the design is an appropriate incorporation of a modern design element within the proposed development while maintaining the character of the area. The colours and materials chosen for the rest of the development blend in with and are sympathetic to the coastal character of the Point Lonsdale area, and it is the opinion of Council's Senior Planner that the orange feature wall of the development compliments the design of the rest of the proposed dwelling.

#### *Building height and setback*

- The maximum height of the proposed dwelling is 7 metres, which is 1.8 metres below the 8.5 metre maximum and is considered to be appropriate.
- The setback of the proposed dwelling from the Egerton Street and Bailey Street, 1.2 metres and 6.98 metres respectively, is considered to be appropriate.
- The double garage is proposed to be located on the site's north-west (side) property boundary for a length of 6.3 metres, which is considered to be appropriate as the development does not build across the width of the site and this is the only area of the design which proposed to be built on the boundary.
- The setbacks of the proposed dwelling retain the general rhythm of existing buildings along Bailey Street. While the setback of the dwelling from Egerton Street is significantly less than the adjoining dwelling to the north-west, it is considered that it is appropriate to allow the setback as proposed due to the constraints of the corner block.

#### *Fencing, driveways and landscaping*

- The driveway is to remain in its current location, however the gates and fencing are to be removed to allow the reconstruction of the driveway in crushed rock (dromana topping).
- The existing fence is to be retained along the site's Bailey Street frontage, and is proposed to be partially demolished along the Egerton Street frontage. The existing fence is 1650mm high and is not proposed to be increased or decreased in height.

Taking account of the above, it is considered that the design objectives of Clause 22.04-2 can be satisfied with an appropriate built form response as an outcome, subject to the inclusion of appropriate conditions on any permit issued.

### **The zoning of the land and any relevant overlay provisions**

#### **Residential 1 Zone**

No planning permit is triggered by any of the provisions of the Residential 1 Zone to undertake the proposed works. As no permit is required, there is no assessment of the proposal against the objectives or standards of Clause 54 of the Planning Scheme (ResCode) in respect to issues such as: overshadowing, overlooking etc. Whilst Clause 65.01 requires that Council must consider: "The



effect on the amenity of the area", matters such as overshadowing, overlooking etc. will instead be addressed as part of the Building approval process. A note has been included on the permit to this effect.

Design and Development Overlay - Schedule 4

A planning permit is triggered for the development by this overlay. The overlay seeks to ensure that *new development maintains, protects and enhances the distinguishing elements of the urban character of the Point Lonsdale Natural Coastal Area*. It is considered that this objective has been achieved as the development provides for garden areas and buildings which are respectful of development in the surrounding area. The overlay contains particular requirements for a planning permit application, an assessment of the application against these requirements is shown below:

	<i>Requirement</i>	<i>Proposed</i>	<i>Compliance</i>
<i>Building Height</i>	Maximum two storey and 8.5 metres above natural ground level	Proposed dwelling is to have a maximum height of 7 metres	Complies
<i>Building Setbacks</i>	The front setback should be at least 6 metres, or may match the setback of adjacent buildings or be between their setbacks (where they are setback different distances), whichever is the lesser.	The proposed dwelling is to have a setback of 6.98 metres from the Bailey Street frontage.  The provisions of the DDO4 does not specify a setback requirement to side streets for properties on a corner. Accordingly, the setback of the proposed dwelling to Egerton Street will be assessed against the standard side setback requirements under the DDO4.	Complies
	Side and rear setbacks are to be a minimum of 1.2 metres for a single storey building (up to a wall height of 3.6 metres) and a minimum of 1.92 metres for a two storey building with a wall height of up to 6.0 metres (i.e. an additional 100mm setback for every 300mm above 3.6 metres).	As discussed above, there is no requirement of setback from a side street specified in the DDO4 and, accordingly, the setback of the dwelling from Egerton Street is to be assessed as per the side setback requirements. The proposed dwelling is setback 1.2 metres from the site's Egerton Street frontage. The north-east wall of the dwelling is also proposed to be located 1.2 metres from the property boundary.	Complies
	An outbuilding, garage or carport should not be	The double garage is proposed to be built on the sites western (side) property	Complies



	<i>Requirement</i>	<i>Proposed</i>	<i>Compliance</i>
	constructed on a boundary, except in the following circumstances: - the building height on the boundary does not exceed 3.6 metres; - the average height of the wall does not exceed 3.0 metres; - the length of the wall on the boundary is not greater than 10 metres.	boundary for a length of 6.3 metres.	
<i>Permeable surface area</i>	At least 30% of the area of a site should have a permeable surface.	Approximate 58% of the site has a permeable surface.	Complies
<i>Site Coverage</i>	Maximum 40%	42%	Does not comply - variation required.
<i>Adjacent to a heritage overlay</i>	Does not adjoin a property in a heritage overlay	N/A	N/A

As shown above, the proposed dwelling is almost fully compliant with the requirements of the DDO4, with a variation required for site coverage above the maximum 40%. It is considered that the variation to the site coverage requirements is appropriate given the following aspects of the development:

- there is no other hard surfacing across the site apart from the building footprint of the proposed dwelling;
- there is a high level of landscaping across the site, which assists in offsetting the amount of built form on the site; and
- there is only 34% site coverage at ground floor level and, while cantilevering sections are required to be included in site coverage calculations, it is considered that the cantilevering sections still allow for the space below them to be used for outdoors private open space.

For the reasons detailed above, it is considered that the proposed site coverage for the development is appropriate and warrants a variation to the requirements of the DDO4, in this instance.



### Vegetation Protection Overlay - Schedule 1

The overlay seeks to ensure that development proposals have regard to the landscape character of the area and a balance is achieved between built form and vegetation. It seeks to protect and ensure the long term future of significant remnant vegetation.

In this case the application includes the removal of a tea-tree from the westernmost corner of the site. It is considered that the removal of the tree is reasonable and appropriate having regard to the level of vegetation being retained on the site, as well as the opportunity for sufficient replacement planting to be done as part of the development. It is considered appropriate that a condition be placed on any permit issued to require replacement planting for the removal of any native or indigenous vegetation at a ratio of 2:1.

### **Community Consultation**

In accordance with Section 52 of the Planning and Environment Act 1987, the application was required to be advertised by sending a copy of the proposed drawings to adjoining property owners via registered post, a notice on site for 14 days, a public notice erected in the municipal offices, and a small advertisement placed in the local ECHO newspaper. There were no objections lodged in respect of the application.

### **Conclusion**

The proposed development has been assessed against the State and Local Planning Policies contained within the Queenscliffe Planning Scheme. It is considered that the development is consistent with these policies and the zoning and overlay provisions which trigger the need for a planning permit. The development provides for the construction of a new dwelling in an established residential setting which may assist in attracting more permanent residents to the municipality. Therefore it is recommended that Council resolves to issue a Planning Permit for the development.

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**Councillors: Butler/Burgess**

That Council having caused notice of Planning Application No. 2010/052 to be given under Section 52 of the Planning and Environment Act 1987 and the Queenscliffe Planning Scheme, and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 resolves that the application be approved and that a Planning Permit be issued under the provisions of Schedule 1 to Clause 43.02 - Design and Development Overlay - of the Queenscliffe Planning Scheme for the development of a double storey dwelling, variation to the site coverage requirements of the Design and Development Overlay - Schedule 4, and the removal of vegetation within a Vegetation Protection Overlay - Schedule 1, at No. 9 Bailey Street, Point Lonsdale, in accordance with plans to be submitted pursuant to condition 1 hereof, and subject to the following conditions:

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted to Council on 21st June, 2010, but modified to show:
  - a) the provision of an improved landscape plan and associated planting schedule for the site, prepared by a suitably qualified landscape professional, showing:
    - i) Identification and name of all vegetation proposed to be removed and retained;
    - ii) Demonstration on the plans that all indigenous or native vegetation which is to be removed to be replaced with new vegetation of a local provenance at a ratio of 2:1.
  - b) The site plan amended to show the front fence as being a maximum of 1.65 metres in height;
  - c) An elevation plan of the front fence showing the height of the fence to be no greater than 1.65 metres in height;
  - d) the provision of a full colour, finishes and building materials schedule, including samples (illustrated on an A4 or A3 sheet), for all external elevations and driveways of the development;
  - e) the provision of a water tank clearly nominated for the dwelling; and
  - f) the guttering pertaining to the garage on the site's north-western (side) property boundary nominated as being contained wholly within the title boundary of the site.
2. The development as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.
3. Provision must be made for the drainage of the site to the satisfaction of the responsible authority.
4. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.



5. Prior to the occupation of the dwelling hereby permitted, all buildings and works and the conditions of this permit must be complied with, unless with the further prior written consent of the Responsible Authority.
6. Prior to the occupation of the dwelling hereby permitted, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
7. The landscaping works as shown on the endorsed plans must be maintained to the satisfaction of the responsible authority.
8. All works on or facing the boundaries of adjoining properties must be finished and surface cleaned to a standard that is well presented to neighbouring properties in a manner to the satisfaction of the Responsible Authority.
9. All piping and ducting above the ground floor storey of the development (other than rainwater guttering and downpipes) must be concealed to the satisfaction of the Responsible Authority.
10. Finished Floor Levels shown on the endorsed plans must not be altered or modified without the prior written consent of the Responsible Authority.
11. In accordance with section 68 of the *Planning and Environment Act 1987*, this permit will expire if one of the following circumstances applies:
  - a) the development is not started within two years of the date of this permit.
  - b) the development is not completed within four years of the date of this permit.

In accordance with section 69 of the *Planning and Environment Act 1987*, the responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within three months afterwards.

- Note (1): The requirements of Part 4 - Siting - of the Building Regulations have not been taken into consideration in the granting of this Planning Permit.
- Note (2): Prior to the commencement of the development you are required to obtain the necessary Building Permits.
- Note (3): The applicant/owner must provide a copy of this Planning Permit to any appointed Building Surveyor. It is the responsibility of the applicant/owner and Building Surveyor to ensure that all building development works approved by any building permit is consistent with the Planning Permit.

**Amendment: Davies/Mitchell**

That the matter be deferred.

Carried

The Amendment became the Motion and was Carried



**Councillors: Davies/Mitchell**

**That Cr Mitchell's statement regarding this matter be included in the minutes.**

**For: Crs Davies & Mitchell**

**Against: Crs Butler & Burgess (*as Chair, Cr Burgess declared his casting vote against the motion*)**

**Lost**

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### 13.3 Significant Tree Register

**File:** QG290-22-01

**Responsible Officer:** General Manager Planning and Places

#### Introduction

At its Ordinary Meeting on June 23, 2010, Council resolved as follows:

*"Request officers to provide a report on the status of the draft Significant Trees and Vegetation Study (June 2004) and the policy, planning and budgetary implications of Council establishing a tree register into the future and that this report be provided to Councillors within the next 2 months".*

This report is submitted in response to that request.

Council completed the development of a Significant Tree and Vegetation Register in 2006, however, this report was never adopted by Council as it was considered that (a) it was not of an appropriate standard and (b) the majority of vegetation identified was already covered by existing Vegetation Protection and Overlay Controls.

A Significant Tree Register has no value in terms of statutory protection of trees unless it is implemented. Implementation can be in the form of a Local Law, or through the use of overlays in the Planning Scheme. The first is relatively simple to put in place, but administratively burdensome. The second can be a lengthy and expensive process. Both options have implications to Council operations in the form of applications for lopping and removal, engagement of expert advice on applications received, and the need to provide human resources to administer and assess the applications. Any new control also results in enforcement responsibilities.

The existing information compiled as part of the 2006 Study could be utilised as a reference if mapped on Council's GIS system.

#### Key Issues

- Status of previous Significant Trees and Vegetation Study
  - Options for implementation of a register and potential costs.
  - Budget
-



## Discussion

### Background to Previous Study

In 2006 Council completed a Significant Tree and Vegetation Study for the Borough of Queenscliffe. The report was prepared by Earth Tech but was never adopted by Council. The project commenced in 2002 with a call for tenders for the study.

As part of the project, in 2003 the Borough of Queenscliffe publicised nominations for significant trees or vegetation. The criteria for nomination were: specimens or communities of historical, botanical, aesthetic or cultural value. Following assessment, it was proposed that many of those nominated would be listed on a Significant Tree and Vegetation Register.

The study project brief included not only the assessment of trees nominated, but also the design of implementation tools, including the drafting of appropriate planning scheme amendments, and recommendations for management. Documentation on file indicates that parts of the brief, including those tasks in particular, were never completed.

On June 7, 2005 the then Manager of Planning and Development was asked to respond to a Question Without Notice at the Council Meeting regarding the status of the study. The officer responded by saying that the document was *"not of a standard that can be used as part of the Planning Scheme"* and that there had been *"difficulties with the consultant appointed to do the work"*. At that stage a Planning Scheme Amendment was still proposed.

On November 20, 2007 the Manager Planning and Development responded to a second Question without Notice by advising that the *"The Study is used in the assessment of planning applications by Council planning staff. The majority is covered by the existing Vegetation Protection and Heritage Overlay controls. The Study will be reviewed as part of the Heritage Study and MSS review, and planning scheme amendments as a result of these."*

The draft Study lists 178 trees and vegetation, many on private property. The Study is incomplete and does not make clear recommendations regarding the value of the trees identified, or the recommended means of protection. It is therefore inadequate as a supporting document for any Planning Scheme Amendment or tree controls.

However, the Draft Register does provide, at the minimum, a list of potentially significant trees and can be mapped on Council's GIS system for use by Planning Staff. This is a task that could possibly be implemented over a period of six months by the Rates Co-ordinator, programmed around other priority tasks. That will enable the register to be used as a reference by Planning Department staff.

### Options for Tree and Vegetation Protection

There are basically two methods available to council for the statutory protection of significant trees. These are outlined below:

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### *Local Law*

Council is able to pass a local law which specifies tree controls and requires a local law permit for the removal or lopping of specified trees. This approach has been implemented at various councils throughout Victoria. E.g. Bayside City Council has extensive tree controls applying across the municipality. The local law specifies that a local laws permit must be obtained to remove or prune any identified Significant Tree (on the Significant Tree register) or any tree with a trunk circumference greater than 155cm measured at one metre above ground level.

In this procedure, an application is made by the landowner for either pruning by a qualified arborist or for removal, at which time Council engages a qualified arborist to inspect the tree and provide a report. A local laws officer assesses the application and the application is approved or refused by Council.

The criteria and assessment of nominations for significant trees under the local law system is the same as that utilised for registers used to justify a planning scheme amendment. Common criteria applied are:

- Horticultural value
- Location or context
- Rare or localised
- Particularly old
- Outstanding size
- Aesthetic value
- Curious growth form
- Historical value
- Aboriginal cultural value
- Outstanding example of the species

[Source: Bayside City Council]

After receiving nominations for the tree register, an assessment needs to be made on the level of significance. Categories include: national, state, regional, local or neighbourhood significance.

The advantages of a local law include:

- it is relatively simple to implement
- is clearly understood.
- no rights of appeal exist.

The disadvantages of a local law include:

- administratively intensive
  - new system required to be developed, including forms and procedures
-



- engagement of an arborist is required, at council's expense, for assessment of applications
- a second full time local laws officer would be required to process and assess applications, undertake inspections and undertake enforcement.

### *Planning Scheme Overlays*

A number of overlays in the Victorian Planning Provisions can be used as tools for the protection of vegetation. They are:

*Vegetation Protection Overlay* - for protection of existing vegetation. Must be justified by a report by a qualified consultant.

*Heritage Overlay* - for protection of vegetation of historical significance. Must be justified by assessment by a qualified consultant.

*Environmental Significance Overlay* - most commonly used for large parcels of land which are identified as of environmental significance. A report by a qualified consultant required.

### Practice Note: Vegetation Protection in Urban Areas

This practice note prepared by the State Government (**Appendix 5**) relates particularly to Planning Scheme Overlays as outlined above. The practice note outlines the means to protect vegetation in urban areas and how it should be undertaken, as shown in the table below:

Figure 1. Illustration of the process in detail. (**Appendix 5**, Page 2)

<b>1</b>	Undertake a vegetation survey – use expert advice and community input		
<b>2</b>	Determine vegetation significance by assessing against criteria and undertaking a comparative analysis		Prepare statements of significance
<b>3</b>	Use the conclusions and data from the assessment phase to develop local policy content for the LPPF (MSS and Local Policies)		Prepare information for the community and encourage community action to support the local policy
<b>4</b>	Apply overlay provisions where appropriate	<b>5</b>	Enforce provisions when necessary
<b>6</b>	Monitor outcomes and provide feedback to the assessment and policy framework		

It should be noted that the practice note states that the assessment of significance should be based on community opinion in relation to aesthetic significance, and objective assessment of scientific information based on merit (page 3 of the practice note) for other categories.

### Existing Controls in Queenscliffe Planning Scheme and Local Law

In 2007 it was stated that the majority of trees nominated were covered by existing overlay controls in the Queenscliffe Planning Scheme. (this has not been verified).



The Schedule to the Heritage Overlay in the Planning Scheme lists 101 significant properties and precincts. Of those, 31 have tree controls which apply to the site.

The entirety of Point Lonsdale is covered by a Vegetation Protection Overlay, as are minor parts of Queenscliff such as opposite the Queenscliff High School Site. The Vegetation Protection Overlay is designed for the protection of native vegetation.

Council's current Local Law No. 1 protects all trees and vegetation on Council land. A local laws permit is required to lop, prune or remove any vegetation including street trees, irrespective of any planning controls which may apply.

#### Implications of Preparing a Significant Tree and Vegetation Register

As stated previously in this report, by adopting a Significant Tree and Vegetation Register, Council is giving in-principle support to its implementation in some form. Without subsequent statutory controls, the register is of little value.

However, the preparation of a register will require the following:

- Preparation of agreed criteria for nomination
- Assessment of nominations by a qualified consultant (heritage/ecologist)
- Assessment by a qualified arborist.
- Costs to Council in the form of officer time, documentation preparation, advertising, registration and compilation.
- The information received will need to be compiled in a suitable format for later use.
- Mapping on Council's GIS system.

#### **Council Plan**

The development or completion of a significant tree register for the Borough is not part of the adopted Council Plan or Business Plan for this year.

#### **Financial**

The preparation of a Significant Tree Register does not form part of this year's Business Plan and has not been factored into Council's work programme.

Impacts on council will include: costs of administration, officer time taken from other priorities and costs of advertising and consultation.

The implementation of any Significant Tree Register is a separate project. If a planning scheme amendment is proposed, it can take up to 2 years to complete and cost in the region of \$5,000 to \$10,000 not including officer time. Panel costs are additional to that figure.

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## **Social**

Queenscliffe is a locality with a unique natural environment which appeals to both residents and tourists. Part of the attractiveness of Queenscliff is its large iconic trees such as Moreton Bay Figs, Port Jackson Figs, Cypress, etc. This environment provides great amenity which contributes to health and well being.

## **Environmental**

A Significant Tree and Vegetation Register will not in itself provide protection to Queenscliffe's significant native or exotic vegetation. Although a register provides some recognition, it requires statutory weight through either a planning scheme overlay or local law to provide protection.

## **Risk Management**

It would be prudent to ensure that any trees nominated for registration are in good health and worthy of retention. An arborist assessment would be required as part of the registration process.

## **Conclusion**

It is considered that the development of a Significant Tree and Vegetation Register is, in of itself, not an end goal. The production of a Register should be the first step in the implementation of statutory protection controls, in the form of either a local law or planning scheme amendment. By developing a Register, Council will be giving in-principle support to an on-going commitment to undertake further work.

The production of a Significant Tree and Vegetation Register is not part of Council's business plan or work programme for this year. Costs will include officer time (re-allocated from other priorities on the business plan), advertising and community consultation.

In the current Council Plan 2010-11 it is proposed that Council undertakes a Planning Scheme Review. The previous nominations for registration will be provided to the consultant appointed to the project to ascertain which trees that are not already be protected may be eligible for planning scheme protection. It is recommended that the register be re-considered in deliberations for the 2011-12 budget, at which time the Planning Scheme Review will be progressed.

It is also possible for the existing information compiled as part of the 2006 Study to form the basis of a list which can be mapped on Council's GIS system. This task could be undertaken in-house by the Rates Co-ordinator over six months, programmed around other priority tasks.

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**Recommendation:**

**That:**

- 1. The preparation of a Significant Tree and Vegetation Register be assessed after consideration of the cost implications and as part of the 2011/12 budget deliberations.**
- 2. The existing information from the 2006 Study be mapped on Council's GIS system for use as a reference.**

**Councillors: Mitchell/Butler**

**That:**

**Council prepares a 'Significant Tree and Vegetation Register' after consideration of the cost implications and as part of the 2011/12 budget deliberations.**

**Carried Unanimously**

***Councillor Request:***

*That 'Preparation of a Significant Tree and Vegetation Register' be prepared as a new initiative and a full costing of this initiative be provided as part of the budget deliberations for 2011/12.*



### **13.4 Heritage Study Review 2009**

**File:** QG157-01-05

**Responsible Officer:** General Manager Planning and Places

#### **Introduction**

During 2009 the two year Heritage Study Review by Lovell Chen was completed. The study constituted Stage 1 of a two stage review. Stage 1 was a review of heritage places in Queenscliff, including buildings within heritage precincts, and identification of potential new sites for investigation. This stage also recommended potential changes to the Heritage Overlay. Stage 2 was to include assessment of the new sites identified and implementation of the recommendations of the study.

In 2009 Council received the 2009 Heritage Study Review (Stage 1) but did not proceed with Stage 2. Stage 2 was considered in Budget deliberations for the 2009/10 year but was not funded.

At its Ordinary Meeting in September 2009 Council resolved to place the Queenscliffe Heritage Study Review 2009 by Lovell Chen on display at the Queenscliff Historical Museum and receive submissions.

Accordingly the Study was placed on display at the Historical Museum and is still currently available for viewing. Three submissions were received.

The purpose of this report is for council to consider submissions and determine the next steps for Council.

#### **Key Issues**

- Potential review of the Heritage Study by Lovell Chen
- Budget implications
- New Business Plan action

#### **Discussion**

At its Ordinary Meeting in September 2009, in response to a Notice of Motion, Council resolved as follows:

*"That Council put the first stage of the Queenscliffe Heritage Review dated August 2009 prepared by Lovell Chen on public display and for the lodging of submissions at the Queenscliff Historic Museum for a period of six months".*

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To date three submissions have been received. The submissions are summarised as follows:

Submittor	Issues/Comments
Uniting Church of Australia	Correction of references to the Uniting Church and former Methodist Church in a number of locations in the study.
Queenscliffe Historical Museum	Forwarding information on 22 Stokes Street for possible inclusion
Queenscliff Resident	Corrections (no sources stated) to: 19 Stevens Street 34 Wharf Street 84 Hesse Street 4-6 King Street 8 Wharf Street 6 Wharf Street 21 Stevens Street 22 Stokes Street

General Comments from the Queenscliff Historical Museum received September 1 2010 were as follows:

- *Response from the public*  
*There has been very little use made by the public and most people find the Review documents difficult to use.*
- *Format*  
*Details of presentation such as lack of page numbering and inadequate information in each index point to a hurried submission and could be corrected without further cost to the Borough. This would improve the usefulness of the Review. At the Museum we have restructured Volume 4 by street (in alpha and sequential street numbers) for ease of reference. The number of precincts and therefore the inclusion of incidental buildings may be helpful for distinctiveness of heritage values but is confusing for the researcher. Stokes Street is covered by 5 precincts whereas its distinctiveness for most people would be marked by the Gellibrand to Hesse Streets buildings as separate from the domestic housing from Hesse Street westwards.*
- *Errors of fact*  
*Unfortunately errors in the Conservation Study have not all been corrected and there are some gross errors such as the photo illustrating Fishermen's Flat precinct which is plainly of an area around Learmonth Street. We also noted in Volume 4 that 4-6 King Street 'appears to be' in the citation. Is this building a recent building or not?*



- *Photographs*

*The use of contemporary photographs is helpful. Some of course are already out of date due to approved renovation. However, this helpfulness is somewhat offset by the formatting by precinct mentioned above.*

Officers from the Planning Department and Council's Heritage Advisor have been utilising the Study since its finalisation in 2009. It has become evident that some sites, such as the Fisherman's Wharf buildings in Beach Street, have not been researched in detail.

If Council considers that the existing 2009 Heritage Study should be reviewed in relation to the above items, the cost would be approximately \$1,000 per heritage place plus printing and processing - total estimate approximately \$12,000 for the 10 sites mentioned in this report. In this case Council would be required to employ the same consultants, Lovell Chen, to complete the work to ensure that the existing information is accessible and the format is consistent. A copyright also exists on the current Study.

No funding has been allocated in the 2010/11 budget for additional work in relation to the Heritage Study Review. In order to undertake this work in this financial year, other priority business plan options would need to be deferred.

### **Council Plan**

The Heritage Study Review was conducted in accordance with Strategic Direction 5.1:

*"Protect, conserve and add value to the unique natural, built and heritage values of the Borough of Queenscliffe, drawing on an understanding of the limitations of the natural environment and the municipality's historical background".*

### **Financial**

A revision of citations will cost approximately \$1000 per site plus printing etc. For ten sites the total is estimated at \$12,000. Should other sites be added, the costs would increase correspondingly. No budget exists in the 2010/11 year for this work to be undertaken.

Council has the option of either:

1. Undertaking this work when funding is available; potentially in 2011/12;
2. Undertaking this work in 2010/11 noting that the additional expenditure is allocated to the "bottom line" of the 2010/11 budget as an overspend.

Two major projects form part of the business programme for the Town Planning Department in the 2010/11 year. These are: the Point Lonsdale Structure Plan Planning Scheme Amendment (including participation in community consultation and Independent Panel) with \$15,000 allocated and the Planning Scheme Review \$70,000 allocated. In the case of the Point Lonsdale Structure Plan, Council is substantially committed to this project and in response to a Council request the Minister for Planning has agreed to facilitate the amendment. The project brief for the Planning

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Scheme Review is in draft form and councillors are due to be briefed on the project in September 2010.

Lovell Chen has verified the approximate costs outlined above and has advised that a revision would take one month to complete following commencement of the project, depending on the scope and number of sites to be included. It is considered that, including contingencies, \$20,000 would be required as other sites are likely to be added as the review becomes public. For example, the owner of 11-13 Learmonth Street has expressed disagreement with the assessment for Whitehall.

### **Social/Environmental**

The historical fabric of Queenscliff's built form provides significant amenity to residents and tourists and is an important community asset. The protection of this asset is an issue of primary importance in the Municipal Strategic Statement and Queenscliffe Planning Scheme policies.

### **Risk Management**

The risk to Council of not completing a revision of the 10 heritage places in the Heritage Review Study is minimal. Errors potentially undermine Council's ability to defend a position in relation to a heritage site if a development is proposed. However, the likelihood of the errors becoming critical is small, and in the case of a significant Victorian Civil and Administrative Tribunal appeal, Council is likely to engage a consultant to provide independent expert evidence.

### **Conclusion**

To date 10 sites have been identified by the community as requiring review. Anecdotal evidence indicates that a number of others may require further investigation, e.g. Whitehall and the Fisherman's Wharf buildings. The cost of revision of the citations in the Study will cost approximately \$1,000 per site plus additional costs for printing and graphics, etc.

Therefore, it is considered that \$20,000 should be allocated to any review to ensure that potential costs are adequately provided for.

A review of the Queenscliffe Heritage Study Review 2009 has not been included in the 2010/11 budget or business plan for this year. Therefore it is recommended that the review be considered in budget deliberations for 2011/12. Between now and that time, more sites may come to Council's attention which require revision.

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**Recommendation:**

**That:**

- 1. The revision of citations in the Queenscliffe Heritage Study Review 2009 be referred to the 2011/12 budget deliberations.**
- 2. Between September 2010 and budget deliberations 2011/12, council officers in conjunction with the Queenscliff Historical Museum and Council's heritage advisor, identify further sites that may require revision in 2011/12.**

**Councillors: Mitchell/Davies**

**That:**

- 1. The revision of citations in the Queenscliffe Heritage Study Review 2009 be referred to the 2011/12 budget deliberations.**
- 2. Between September 2010 and budget deliberations 2011/12, council officers in conjunction with the Queenscliff Historical Museum and Council's heritage advisor, identify further sites that may require revision in 2011/12.**
- 3. Council seeks the advice of Queenscliff Historical Museum as to how the Heritage Study may be made more accessible, usable and capable of review and update prior to subsequent citation revision by an expert heritage assessor.**

**Carried Unanimously**



### 13.5 Alexander Crescent Temporary Road Closure

**File:** QS 630

**Responsible Officer:** Projects and Contracts Engineer (presented by CEO)

#### Introduction

This report is designed to provide Council with information regarding additional community consultation and recommended actions regarding the of Alexander Crescent, Point Lonsdale.

#### Background

Council has formally considered this matter on three occasions. In summary:

The first report regarding the temporary trial road closure of Alexander Crescent, Point Lonsdale. Council was presented at the Ordinary meeting of Council on 27 January 2010 and Council passed the following resolution:

*In light of the information received by Council, that Council*

- 1. Undertake the temporary road closure of Alexander Crescent, Point Lonsdale as proposed until 30 April 2010 with consideration to the points of concern raised by the Country Fire Authority by the incorporation of device acceptable to the CFA.*
- 2. Accept public comment throughout the duration of the trial.*
- 3. Prior to closure undertake base level traffic data in Glaneuse Road for a period of one week minimum.*
- 4. Perform traffic data collection to determine the effect of the closure on Alexander Crescent and the surrounding network during the period of temporary closure.*

At the Ordinary meeting of Council on 23 June 2010 a second report was presented to Council that provided details of the outcome of traffic data, community consultation and advice from the Country Fire Authority. The report made the following conclusions:

- That public submissions clearly support removing the trial closure of Alexander Crescent. It is clear by the submissions to Council that the majority are not in support of making the trial closure permanent.
- Potential impact to emergency vehicle access and public safety caused by reduced capacity to evacuate Alexander Crescent in the event of an emergency are genuine concerns of residents that have featured in the submissions and have been raised by emergency services and Council's Fire Prevention Officer.
- Traffic data collected through the peak season and during the closure period indicates the closure has provided little benefit in reducing vehicle speed.

The officer's recommendation to Council was to *'remove the temporary trial road closure of Alexander Crescent, Point Lonsdale and associated signage reinstating through traffic'*.



Council determined to carry the following resolution to allow further opportunity to consult with the community:

*That consideration of this matter by Council be deferred to provide the opportunity for Councillors to consult with the submitters.*

The third occasion that Council considered this matter was in response to a Notice of Motion 2010/539 presented to the Ordinary Meeting of Council on 21 July 2010 by Cr Lloyd Davies. Council passed the following motion:

*That Council officers:*

- 1. Send a letter to each house with a boundary on Alexander Crescent, including 30 & 32 Fellows Road and 11 & 13 Laker Drive.*
- 2. In addition to point 1 send a letter to any alternative address nominated by the owners of the houses in point 1, including the location the rates are sent to.*
- 3. The letter is to*
  - a) Invite residents to a work shop to discuss the future concept design of the treatment of Alexander Crescent, including discussions on a footpath, road closure and other road treatments.*
  - b) Note that a preliminary design will be available at the work shop to facilitate discussion.*
  - c) Note that the work shop is to begin at 10:00am Saturday 28 August 2010 at an appropriate venue in Point Lonsdale.*
- 4. To send the letter by 30 July 2010.*
- 5. To reconfigure the Temporary Road closure for a further 3 month trial period to address the concerns regarding emergency access and amenity described in the submissions received to Council, by:*
  - a) laying down mulch to conform with proposed plant beds that would constitute the Road Closure,*
  - b) clear mulch to define a walking path through the Road Closure,*
  - c) position permanent bollards to prevent the parking of cars adjacent to the Road closure, and*
  - d) position collapsible bollards that would allow vehicles in the event of an emergency to drive through the Road Closure.*

Over the past months Councillors have conducted further consultation with the community regarding the future of the temporary trial road closure of Alexander Crescent, Point Lonsdale. Additional community submissions have been received both in support of and against the temporary trial closure.

Consistent with the July Council resolution, a public meeting was conducted at 1:00pm on 29 August 2010 at the Point Lonsdale Uniting Church. A range of community views were presented at the meeting both in support of removal of the temporary closure as well as retention of the closure.



Mayor Bob Merriman has subsequently written to Alexander Crescent, Point Lonsdale residents seeking responses to a survey regarding possible future road treatments that may be applied by Council to promote traffic calming (a copy of the letter and survey are provide in **Appendix 6**).

## **Council Plan**

5.5 Enhance traffic Management

## **Financial**

Cost of removal of the temporary trial closure and associated signage is considered minimal. Installation of a permanent road closure has not been included in the 2010/2011 budget.

## **Social**

The concerns of residents regarding emergency vehicle access and egress have the potential to increase the level of apprehension and adversely affect perception of safety.

Many residents desire a street in which children can play with minimal risk. Alexander Crescent is in close proximity to open space designated for recreation in a safe environment.

## **Environmental**

N/A

## **Risk Management**

Risk remains with access through the road closure regardless of the bollard or gate system used due to the potential obstruction of the path of travel by objects such as parked vehicles.

## **Conclusion**

Public submissions clearly support removing the trial closure of Alexander Crescent. It is clear by the submissions to Council that the majority are not in support of making the trial closure permanent.

Potential impact to emergency vehicle access and public safety caused by reduced capacity to evacuate Alexander Crescent in the event of an emergency are genuine concerns of residents that have featured in the community feedback and have been raised by emergency services and Council's Fire Prevention Officer.

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Traffic data collected through the peak season and during the closure period indicates the closure has provided little benefit in reducing vehicle speed.

In consideration of these points the officer's recommendation to Council is for the removal of the temporary trial closure of Alexander Crescent, Point Lonsdale.

**Recommendation:**

**In light of the information received by Council, and recent community consultation that Council**

- 1. Remove the temporary trial road closure of Alexander Crescent, Point Lonsdale and associated signage reinstating through traffic.**
- 2. Review the results of the Alexander Crescent, Point Lonsdale resident's survey and determine what possible future road treatments should be applied by Council.**
- 3. Write to the residents of Alexander Crescent Point Lonsdale and all people who made submissions, informing them of the resolution to remove the temporary trial closure and any other treatments that Council actions.**

**Councillors: Mitchell/Davies**

**In light of the information received by Council, and recent community consultation that Council:**

- 1. Remove the temporary trial road closure of Alexander Crescent, Point Lonsdale and associated signage reinstating through traffic.**
- 2. Endorse the letter of the Mayor to residents dated 3 September 2010 and associated resident survey.**
- 3. Review the results of the Alexander Crescent, Point Lonsdale resident's survey and determine what possible future road treatments should be applied by Council.**
- 4. Write to people who made submissions, who are not residents of Alexander Crescent, informing them of the resolution to remove the temporary trial closure and advise that Council is undertaking a survey of all Alexander Crescent residents.**

**Carried Unanimously**



## Appendix 6



Our Ref: QG240-01-11  
BM

3 September 2010

«AddressBlock»

Dear Resident(s)

**CONFIDENTIAL RESIDENTS SURVEY  
ROAD CLOSURE - ALEXANDER CRESCENT, POINT LONSDALE**

As you will be aware Council initiated in January this year a Temporary Road Closure at the eastern end of Alexander Crescent on the corner leading south to Lakers Drive. The closure currently remains in place and is represented by a permanent black and white striped barrier with associated bollards and road side signage.

Last Sunday afternoon Council conducted a workshop for the residents of Alexander Crescent and the boarder community at the Point Lonsdale Uniting Church to share views and experiences regarding the trial of the Temporary Road Closure.

Council's motivation to initiate the Temporary Road Closure was twofold. First, Council had initially been approached by some residents with regard to limiting speed in Alexander Crescent, and secondly Council was generally aware of a long standing situation in which the residential streets in Point Lonsdale are typically shared vehicle and pedestrian carriageways which are particularly problematic during the peak holiday season.

To resolve the potential conflict between cars and pedestrians, Council opted to trial a Temporary Road Closure, first, because a road closure had the potential to significantly reduce traffic flow to the greatest extent by limiting vehicle traffic using Alexander Crescent to only residents and visitors accessing homes in the street, and secondly, changing the road conditions avoids the need to interfere with valued road side vegetation or the installation of pathways.

Council is of the view that after an extensive trial period the temporary road closure and associated signage should be removed and that it is now necessary to undertake a survey of the residents of Alexander Crescent to determine whether or not a significant majority of the residents are now in favour of a modified road closure, an alternative road treatment, or retaining the original configuration of the road prior to the trial.

The individual survey returns of residents will remain confidential and will be opened by the CEO and myself.



Council is aware that each possible road treatment will have different technical consequences which would include engineering issues such as signage, visibility, parking, turning arrangements, lighting and drainage, together with fire and emergency access, plus access for utility vehicles such as the garbage truck, to name only a few. However rather than comprehensively attempt to deal with all these issues for each possible road configuration in this survey, the survey will be confined to first understanding what you the residents think is a reasonable outcome for your street.

Attached is the Survey Form which lists a number of Road Treatments that we ask you to rank numerically from the most preferred (1) to the least preferred (11), together with an opportunity for you to make additional comments with regard to alternative treatments or combinations of road treatments you would like considered by Council.

Once the survey results are assessed Council will report back to you the residents in regard to the most preferred and workable outcome for your comment before Council considers any broader consultation in the wider community.

I can now confirm that on advice this road became a public road with the passing of the Road Management Act in 2004.

Yours sincerely

Cr Bob Merriman  
**MAYOR**

enc

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**CONFIDENTIAL SURVEY OF PROPERTY OWNERS  
ALEXANDER CRESCENT, POINT LONSDALE  
ROAD TREATMENT OPTIONS**

Please rank the Road Treatment Options numerically from most preferred (1) to least preferred (11) in the boxes provided adjacent to each option.

Road Closure at Site of Existing Temporary Road Closure configured as a:

- Permanent Barrier
- Sacrificial Bollards - Designed to collapse to allow safe movement of a vehicle in the event of an emergency
- Negotiable Plant Beds - Designed to allow safe movement of a vehicle across the plant beds in the event of an emergency
- Upgrade Chicane
- Speed Humps and/or Rumble Strips
- Signage - Reduced Speed
- Signage - No Thru Road
- Remove Vegetation
- Construct Pedestrian Pathways
- No Change - Restore Road Conditions that were in existence prior to Temporary Road Closure
- Other Suggested Road Treatment (use overleaf if necessary)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Property Owner(s) \_\_\_\_\_

Address of Property \_\_\_\_\_

Preferred Contact Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

**Please affix stamp to the enclosed envelope and return to the Borough of Queenscliffe**



**14. AUTHORISATION OF SIGNING & SEALING OF DOCUMENTS**

Nil

**15. QUESTIONS WITHOUT NOTICE**

Nil

**16. LIST OF COUNCIL MEETINGS**

All Council Meetings are held at the Council Offices, 50 Learmonth Street, Queenscliff unless otherwise indicated.

PLANNING REVIEW MEETING  
Wednesday 6 October 2010 at 7:00pm

COUNCIL MEETING  
Wednesday 20 October 2010 at 7:00pm

**17. CONFIDENTIAL ITEMS**

Nil

**18. CLOSE OF MEETING**

8:48pm

Confirmed

Cr B Merriman

**Mayor**

20 October 2010

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