



# Hawkesbury Local Planning Panel

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Date of meeting: 19 December 2024  
Location: By audio-visual link  
Time: 10:00AM

**BUSINESS PAPER**



**HAWKESBURY LOCAL PLANNING PANEL**

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**1. PROCEDURAL MATTERS**

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**1. PROCEDURAL MATTERS**

**Welcome**

The Chairperson will acknowledge the Indigenous Heritage and address the Hawkesbury Local Planning Panel meeting, mentioning:

- Recording of the Hawkesbury Local Planning Panel Meeting
- Statement regarding people addressing the Meeting

**Attendance**

Attending Panel members and Council staff members will be noted for the purposes of the Minutes.

**Declaration of Interest**

The Chairperson will ask for any Declaration of Interests from the attending Panel Members. These will then be addressed at the relevant item.

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### 2. REPORTS FOR DETERMINATION

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### 2. REPORTS FOR DETERMINATION

2.1.1. DA0281/24 - 10 Mulgrave Road, Mulgrave

Directorate: City Planning

#### DEVELOPMENT INFORMATION

Development Application No.	DA0281/24
Date Received	02 August 2024
Proposal	Construction of a new Aviary Enclosure to be operated by WIRES for the housing of injured bird species.
Estimated Cost	\$35,000.00
Legal Description	Lot 11 Deposited Plan 1138749
Property Address	10 Mulgrave Road, Mulgrave
Area	14.58 Ha (by plan) as per Survey prepared by VMark Survey Pty Ltd dated 22 April 2024
Zoning	SP2 Infrastructure
Applicant	Minto Planning Services Pty Ltd
Owner	Hawkesbury City Council
Exhibition Dates	11/11/2024 to 09/12/2024
Submissions	Nil
Recommendation	Approval subject to conditions.

#### EXECUTIVE SUMMARY

##### Reason for Consideration by Local Planning Panel

In accordance with Section 9.1 – Directions by the Minister of the Environmental Planning and Assessment Act 1979 (EP&A Act) and Clause 1(1)(a) of Schedule 1 of the Local Planning Panels Direction, the application is reported to the Hawkesbury Local Planning Panel (HLPP) for determination as the land is owned by Hawkesbury City Council.

##### Proposal

The application before the HLPP seeks the construction of a new aviary enclosure to be operated by WIRES for the housing of injured bird species at the subject site.

The proposal would include:

- The erection of a new access gate in an existing fence of the Community Nursery (Refer to Figure 7).
- Construction of a concrete slab that will act as the pathway to the new enclosure and will form its base.

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- Construction of an Aviary Enclosure, which contains an entry airlock and open internal space that the birds will inhabit. The Enclosure will be finished with fixed panels and meshing.
- Construction of a storage shed next to the Enclosure.

The site will have the following operational details:

- The Aviary will be operated by NSW Wildlife Information, Rescue, and Education Service Inc. (WIRES). WIRES is a not-for-profit wildlife rescue organisation.
- Due to the nature of the use, the Aviary Enclosure will be in operation 24 hours a day, 7 days a week, depending on the amount of birds needing refuge. However, the Enclosure will only be staffed by Volunteers for approximately 30 minutes to 2 hours twice a day.
- A maximum of two volunteers will staff the facility at any one time.
- The volunteers will have access to the existing facilities of the Community Nursery, including toilets and sanitary facilities. A condition of consent is recommended to ensure this is enforced.
- The Volunteers will utilise existing car parking on the site (parking in front of the Animal Shelter and Community Nursery). A condition of consent is recommended to ensure this is enforced.

The plans indicate that two (2) parking spaces within the existing nursery are to be located adjacent to the entry to the proposed aviary area, however this is not supported as conflicts with existing entry to nursery greenhouses.

No other changes to the broader facility are proposed.

The proposed aviary will be located within land owned by Hawkesbury City Council of which the southern portion of the subject site is utilised as a community nursery and an animal shelter. The northern portion of the site is utilised as a Sewage Treatment Plant. The proposed aviary would be located in the south-eastern corner of the site, on an area of vacant land adjacent to the existing nursery.

Noting Council's Policy in Managing Council-Related Development, the subject application had been externally assessed by an independent planning consultant and is reported to the Hawkesbury Local Planning Panel for determination.

#### **Permissibility**

The site is located within a portion of the site zoned SP2 Infrastructure under the Hawkesbury Local Environmental Plan 2012. The proposal is suitably defined as a Community Facility, which is a form of development permitted with consent in Zone SP2 under the Hawkesbury Local Environmental Plan (HLEP) 2012.

#### **Consultation**

In accordance with Council's Community Participation Plan and Part 9B in Division 2 of Schedule 1 of the Environmental Planning and Assessment Act 1979, the application was placed on notification and advertising for a minimum 28 days from 11 November 2024 to 9 December 2024. No submissions were received in response to the proposal.

The proposal does not seek to vary any applicable development standards as per HLEP 2012

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#### Conclusion

The application has been assessed relative to Section 4.15 of the EP&A Act 1979, taking into consideration all relevant state and local planning provisions. The proposed development is considered to deliver an appropriately balanced and responsive planning outcome.

#### RECOMMENDATION

Pursuant to Section 4.16 of the Environmental Planning and Assessment Act, 1979:

That the Hawkesbury Local Planning Panel, exercising the function of the consent authority, approve development consent to DA0281/24 for the construction of a new aviary enclosure to be operated by WIRES for the housing of injured bird species at No. 10 Mulgrave Road, Mulgrave for the following reasons:

1. The proposed development is permissible in the SP1 zone under the Hawkesbury Local Environmental Plan 2012 and satisfies the requirements of all applicable planning controls.
2. The proposed development would deliver a suitable land use for the site, which would result in beneficial outcomes for the local community.
3. The proposed development is considered to be well suited to the area it is located in terms of bulk and scale, being a single-storey structure.
4. The proposal does not result in any undue impacts on the amenity of neighbouring properties or nearby residential land uses.
5. The development will not result in any adverse land use conflict.
6. The development would not create unreasonable demands for the provision or extension of public amenities and services; and
7. For the reasons given above, approval of the application is in the public interest.

#### BACKGROUND

##### Detailed Description of Proposal

##### Site Description & Conditions

The subject site is commonly referred to as No. 10 Mulgrave Road, Mulgrave, and is legally defined as Lot 11 of Deposited Plan 1138749 and has a total site area of 14.58 hectares. Multiple allotments form the subject site, which is bounded by Mulgrave Road to the southeast, Windsor Road to the north-east, South Creek to the west, and Hawkesbury Valley Way to the south-west. The subject site is located on Lot 11 of Deposited Plan 1138749, which is the southern most lot of No. 10 Mulgrave Road.

The development site, where the proposed works would be constructed, is located in the southern eastern corner of the site and is within close proximity to other community uses of the site including the Hawkesbury Companion Animal Shelter and the Hawkesbury Community Nursery (refer to Figure 1 on the following page). These existing uses occupy a small portion of the entire site. Car parking is provided for both existing uses in the form of hardstand parking in front of each entry.

The subject site where the proposal would be constructed is level and is clear of vegetation, with maintained grass covering the area (refer to Figures 7 to 10).

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Access to the subject site will be through the existing community nursery with facilities of the nursery being open to the volunteers associated with the proposed use.

The local area surrounding the site is characterised by a mix of uses, including commercial/industrial to the south-east, educational to the west (Windsor High School), residential further to the west of the opposite side of Windsor Road, and a Sewage Treatment Plant to the north. The location is serviced by public transport, with bus stops located along Mulgrave Road and Windsor Road.

The site is zoned SP2 Infrastructure and is mapped as containing the following: Acid Sulfate Soils, bushfire-prone land, and flood-affected land. Reference should be made to Figures 3 to 6 below.



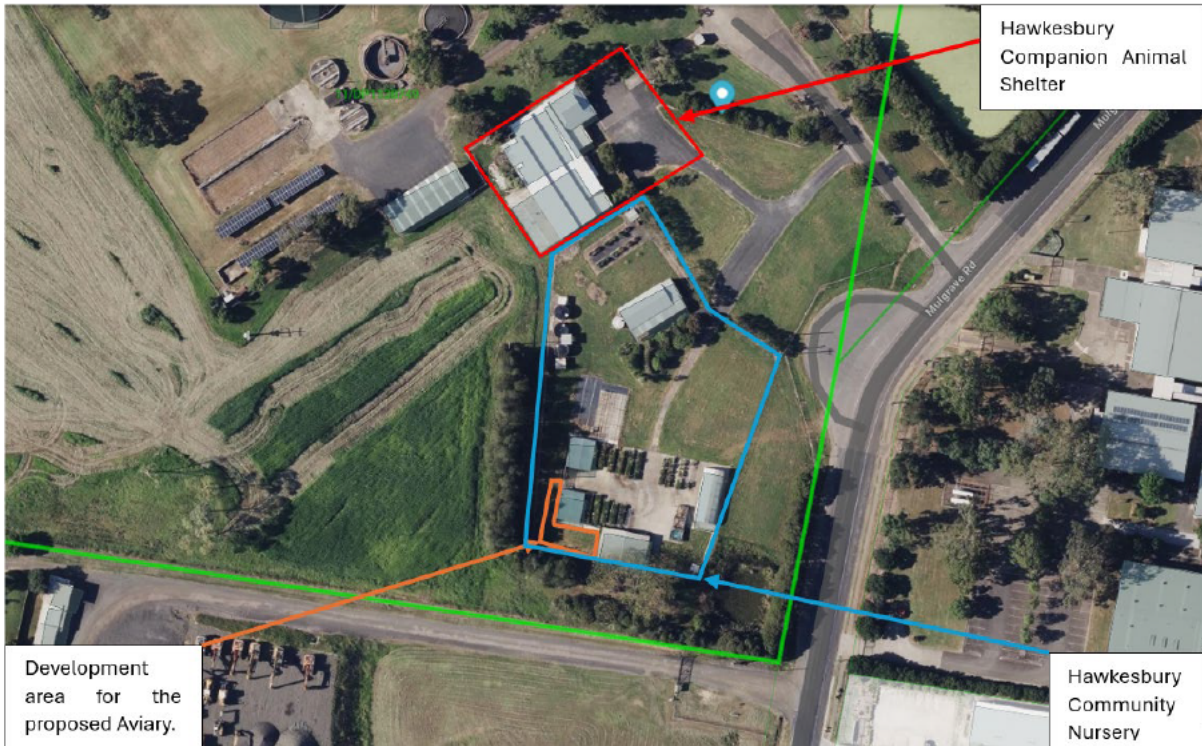
**Figure 1 – Aerial image of the subject site (Source: Mecone Mosaic)**



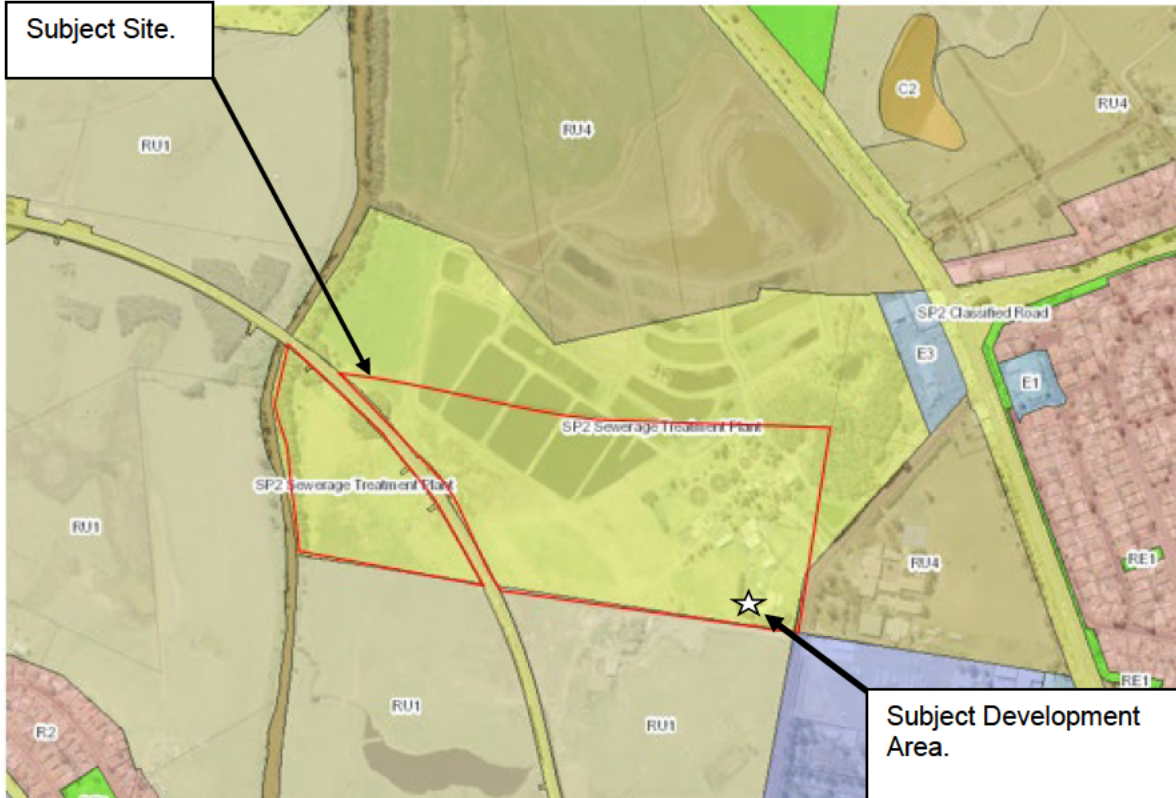
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**Figure 2 – Aerial image of the subject site (Source: Mecone Mosaic) with identification of proposed development area and existing uses on the site.**

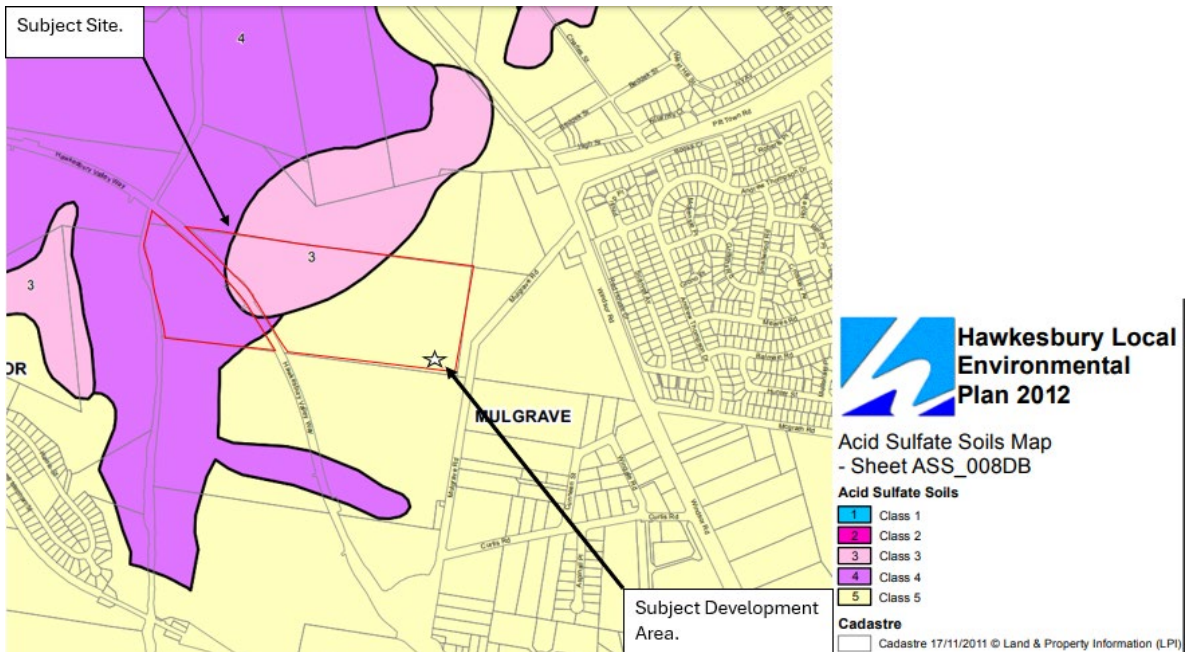


**Figure 3 – Zoning Map (Source: NSW DOP Spatial Viewer). The development area is zoned SP2 – Sewerage Treatment Plant.**

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**Figure 4 – Acid Sulfate Soils Map (Source: NSW Legalisation). The development area is mapped as Class 5 Acid Sulfate Soils.**

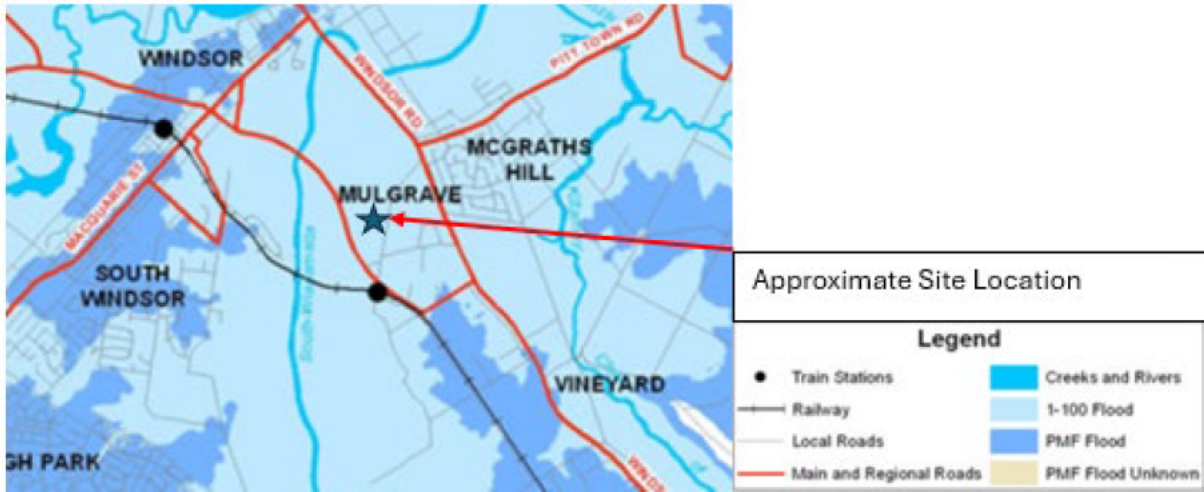


**Figure 5 – Bushfire Risk Map (Source: NSW DOP Spatial Viewer).**

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**Figure 6 – Extract of Hawkesbury City Council Flood Extent Map (Source: Hawkesbury City Council).**



**Figure 7 – The existing entry to the Hawkesbury Community Nursery, which the development site is within (Source: GAT & Associates).**



**Figure 8 – The existing fence line of the Community Nursery, which will form the entry to the Aviary area (Source: GAT & Associates).**



**Figure 9 – view of the proposed development area (looking east) and placement of the Aviary Enclosure (Source GAT & Associates).**



**Figure 10 – View of the proposed development area (looking west) (Source: GAT & Associates).**

### Background and History

The site has the following application history:

Date	Application ID	Comment
28/06/2006	DA0225/06	Application for a disabled workshop. This application was withdrawn.
27/10/2010	DA0567/2010	Community Facility - Alterations and additions to existing Nursery involving new greenhouse. This application was approved by Council on 27/10/2010.

### The Proposal

The proposal seeks consent for the construction of an aviary enclosure that will be utilised by WIRES for the housing of injured birds pending their rehabilitation and release back to the wild.

The works will include:

- The erection of a new access gate in an existing fence of the Community Nursery (Refer to Figure 7).

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- Construction of a concrete slab that will act as the pathway to the new enclosure and will form its base.
- Construction of an Aviary Enclosure, which contains an entry airlock and open internal space that the birds will inhabit. The Enclosure will be finished with fixed panels and meshing.
- Construction of a storage shed next to the Enclosure.

The site will have the following operational details:

- The Aviary will be operated by NSW Wildlife Information, Rescue, and Education Service Inc. (WIRES). WIRES is a not-for-profit wildlife rescue organisation.
- Due to the nature of the use, the Aviary Enclosure will be in operation 24 hours a day, 7 days a week, depending on the amount of birds needing refuge. However, the Enclosure will only be staffed by Volunteers for approximately 30 minutes to 2 hours twice a day.
- A maximum of two volunteers will staff the facility at any one time.
- The volunteers will have access to the existing facilities of the Community Nursery, including toilets and sanitary facilities. A condition of consent is recommended to ensure this is enforced.
- The Volunteers will utilise existing car parking on the site (parking in front of the Animal Shelter and Community Nursery). A condition of consent is recommended to ensure this is enforced.

The plans indicate that two (2) parking spaces within the existing nursery are to be located adjacent to the entry to the proposed aviary area, however this is not supported as conflicts with existing entry to nursery greenhouses.

No other changes to the broader facility are proposed.



**Figure 11 – Extract of Site Plan (Source: Drawing No. DA051 of the Architectural Plans prepared by MDP Architecture).**

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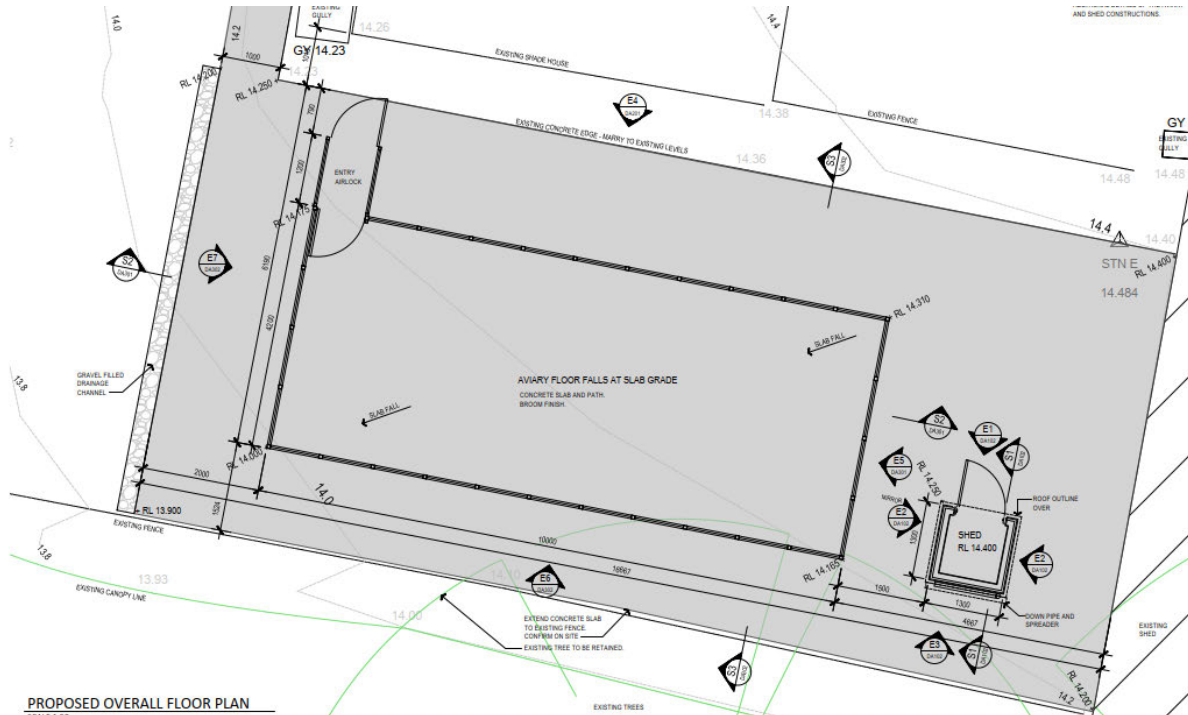


Figure 12 – Extract of proposed floor plans of the Aviary Enclosure (Source: Drawing No. DA101 of the Architectural Plans prepared by MDP Architecture).

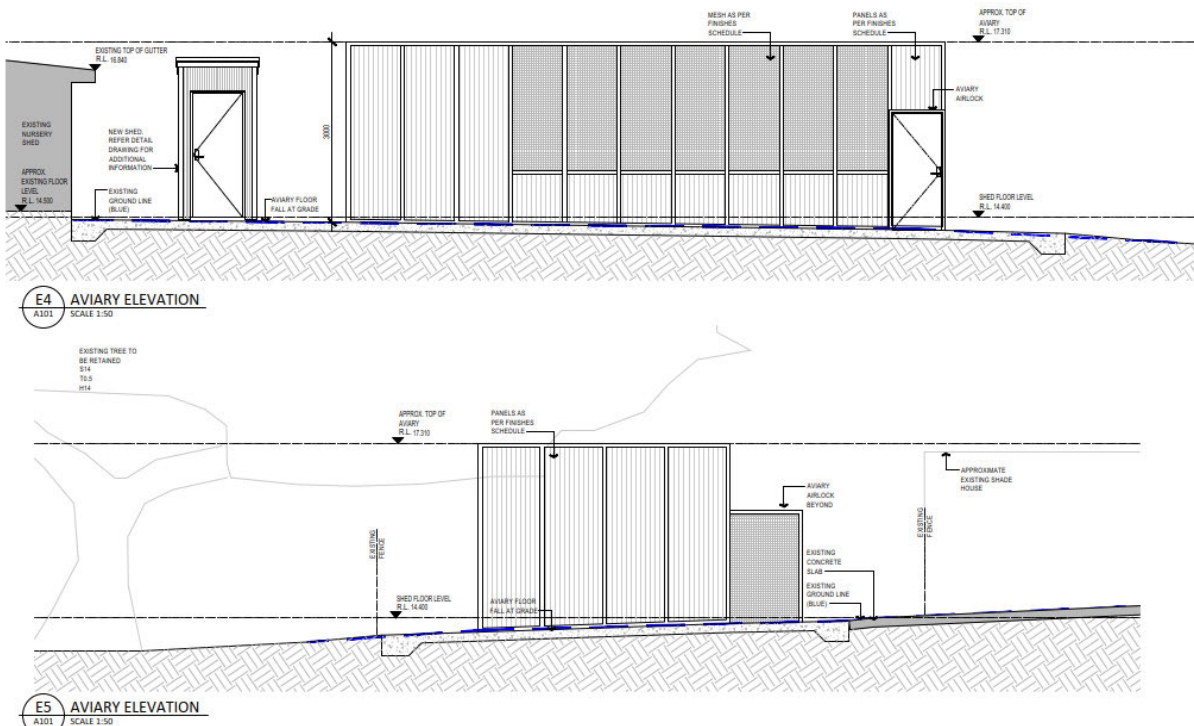
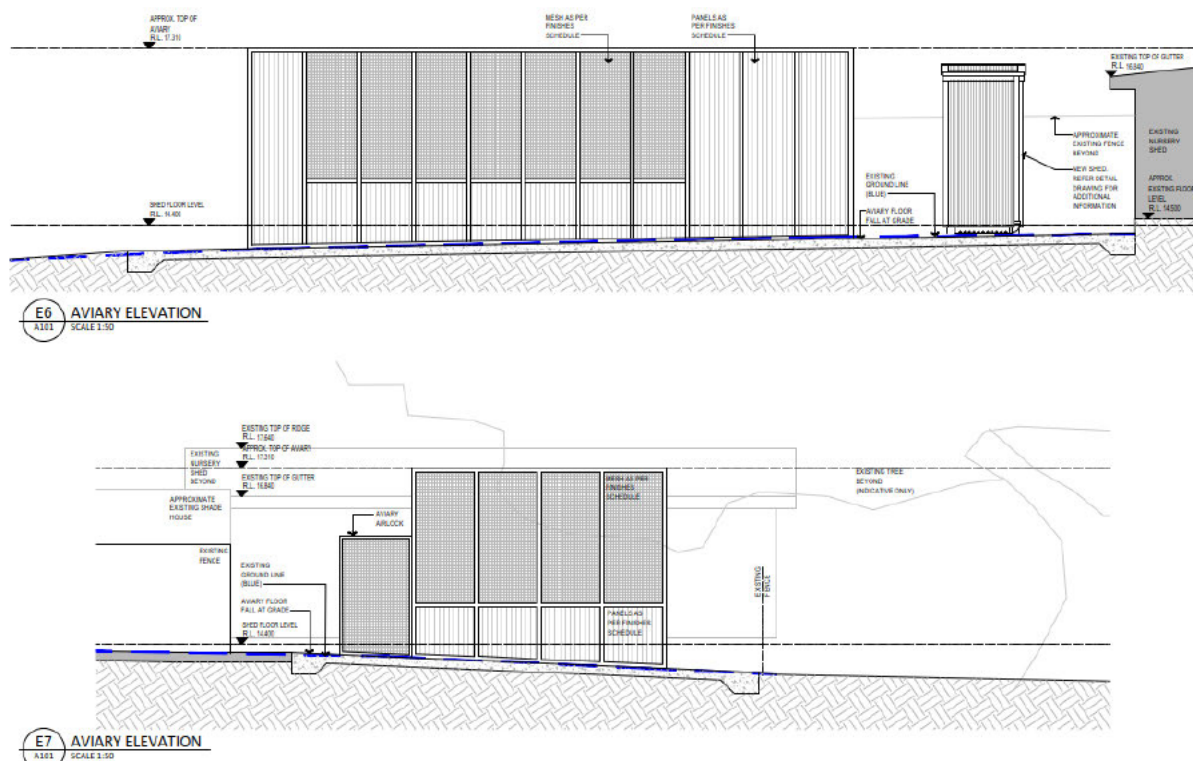


Figure 13 – Extract of the proposed elevations of the Aviary Enclosure (Source: Drawing No. DA201 of the Architectural Plans prepared by MDP Architecture).

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**Figure 14 – Extract of the proposed elevations of the Aviary Enclosure (Source: Drawing No. DA202 of the Architectural Plans prepared by MDP Architecture).**

### Relevant Application History

Date	Comment
26/07/2024	Application submitted in the NSW Planning Portal
02/08/2024	Application accepted
02/08/2024	RFI Issued by Council.
26/10/2024	Applicant responding to RFI.
07/11/2024	RFI Issued by Council.
14/11/2024	Applicant responding to RFI.

### 6. Referrals

Internal Referrals	
Stakeholder	Comment
Property	No objections were raised. No additional conditions are required. Owners consent was provided
Building Surveyor	No objections were raised. The proposal is supported subject to conditions of consent.
Environmental and Waste (Regulatory Services)	No objections were raised. The proposal is supported subject to conditions of consent.
Heritage Advisor	No objections were raised. The proposal is supported subject to conditions of consent.
Development Engineer	Council's engineers have recommended the imposition of a condition of



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<b>Internal Referrals</b>	
	consent to ensure the proposed structure is made of flood compatible structural components.  No objections were raised by Council's engineer for the use of the existing car parking for the nursery.
<b>External Referrals</b>	
N/A	N/A

## 7. Environmental Planning Instruments and other Statutory Considerations

### 7.1 Overview

The instruments applicable to this application are as follows:

- State Environmental Planning Policy (Biodiversity & Conservation) 2021;
- State Environmental Planning Policy (Resilience and Hazards) 2021;
- Hawkesbury Local Environmental Plan (HLEP 2012);
- Hawkesbury Development Control Plan 2002 (HDCP 2022) & 2023 (HDCP 2023);
- Hawkesbury City Council Flood Policy 2020.

### 7.2 State Environmental Planning Policy (Biodiversity & Conservation) 2021

#### Chapter 2 – Vegetation in Non-Rural Areas

Chapter 2 regulates clearing and tree removal in non-rural areas. Chapter 2, Vegetation in non-rural areas, replaces the previous SEPP (Vegetation in Non-Rural Areas) 2017. The primary aims and objectives of Chapter 2 are related to the protection of the biodiversity values of the trees and other vegetation in non-rural areas. This chapter works together with the Biodiversity Conservation Act 2016 and the Local Land Services Amendment Act 2016 to create a framework for the regulation of clearing of native vegetation in NSW.

This development application does not propose the removal of any trees or vegetation.

It is noted that a large tree is located within 4.5m of the proposed slab underneath the Aviary Enclosure. As per the submitted elevations and sections, no major excavation is proposed to facilitate the works. Therefore, it is not considered that the tree will be impacted by the proposed works. Standard conditions of consent are imposed to ensure this tree is protected throughout construction.

#### Chapter 6 – Water Catchments

Chapter 6 of the Biodiversity and Conservation SEPP generally aims to improve water quality and river flows, protect and enhance the environmental quality of water catchments, and ensure consistency with local environmental plans and principles of ecologically sustainable development. The site is mapped within the Hawkesbury-Nepean Catchment. Given the small-scale nature of the proposed development within the context of the existing and approved built form, there will be a neutral effect on water quality within the catchment. The proposed development has been reviewed by the Council's Development Engineer, who raised no objections subject to conditions of consent.

### 7.3 State Environmental Planning Policy (Resilience & Hazards) 2021

Chapter 4 Remediation of Land

The aim of this chapter of the SEPP is to promote the remediation of contaminated land for the purpose of reducing the risk of harm to human health or any other aspect of the environment. In accordance with this chapter, Clause 4.6 requires the Council to consider if the land is contaminated, and if the land is contaminated, if the land can be made suitable for the proposed use.

The proposal includes the construction of an aviary enclosure and shed on top of a new concrete slab. Minimal earthworks are proposed as part of this application and relate to the construction of a concrete slab on the surface of the existing ground level. Given the existing use of the subject site and previous application records indicating no previous potentially contaminating use, there is no specific evidence that indicates the site is contaminated. This is considered to be acceptable in this instance.

**8. Hawkesbury Local Environmental Plan 2012 (LEP 2012)**

The relevant matters considered under the HLEP 2012 for the proposed development are outlined below:

**8.1 Clause 1.2 Aims of the Plan**

- (aa) to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts,*
- (a) to provide the mechanism for the management, orderly and economic development and conservation of land in Hawkesbury,*
- (b) to provide appropriate land in area, location and quality for living, working and recreational activities and agricultural production,*
- (c) to protect attractive landscapes and preserve places of natural beauty, including wetlands and waterways,*
- (d) to protect and enhance the natural environment in Hawkesbury and to encourage ecologically sustainable development,*
- (e) to conserve and enhance buildings, structures and sites of recognised significance that are part of the heritage of Hawkesbury for future generations,*
- (f) to provide opportunities for the provision of secure, appropriate and affordable housing in a variety of types and tenures for all income groups in Hawkesbury,*
- (g) to encourage tourism-related development that will not have significant adverse environmental effects or conflict with other land uses in the locality.*

The proposed development would allow for the use of the site as a community facility to enable the rehabilitation of birds within the locality, operated by a not-for-profit organisation. The siting and design of the structure will not result in adverse environmental effects on the site or to adjoining development. Therefore, the proposal aligns with the relevant aims of the HLEP 2012.

**8.2 Clause 2.3 Zone objectives and Land Use Table**

The portion of the site in which the development is proposed to take place is zoned SP2 – Infrastructure under the HLEP 2012.

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The proposed aviary enclosure is considered to be a community facility. A community facility is defined under the HLEP 2012 as:

*“community facility means a building or place—*

- (a) owned or controlled by a public authority or non-profit community organisation, and*
- (b) used for the physical, social, cultural or intellectual development or welfare of the Community,*

*but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.”*

It is considered that the proposed Aviary Enclosure meets this definition for the following reasons:

- The premises will be owned, operated, and controlled by WIRES. WIRES are registered under the Australian Charities and Not-for-profits Commission and is a not-for-profit organisation. The proposed use meets the first part of the definition.
- It is considered that the proposed Aviary Enclosure will be utilised for the physical, social, and cultural welfare of the Community. The Structure will provide an area for the rehabilitation of injured wildlife (being birds). Having a place for the rehabilitation of injured birds will aid the physical welfare of key elements of a community, which will, in turn, have an impact on the broader social and cultural welfare of the community. The proposed use meets the second part of the definition.

As per the above, it is considered that the proposed use is appropriately defined as a Community Facility.

The objectives of the SP2 Infrastructure zone are as follows:

- *To provide for infrastructure and related uses.*
- *To prevent development that is not compatible with or that may detract from the provision of infrastructure.*

The proposal is consistent with the objectives of the zone for the following reasons:

- While the proposed use is not for the purpose that is shown on the land zoning map, it is for a permissible use within the SP2 zone. It is considered that the use of a community facility within this site is appropriate, given its distance away from major residential areas. The proposed structure also forms a broader precinct for community-based uses, such as the community nursery and animal shelter.
- It is not considered that the proposed development conflicts or is incompatible with the provision of infrastructure in the subject zone. The subject structure will be located in a corner of the existing community nursery that is well-separated from the sewage treatment plant to the north of the site.

The proposal is permissible with consent and is consistent with the objectives of the zone.

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**8.3 Other applicable provisions under the HLEP 2012.**

Clause	Comment	Compliance
<b>Part 2 – Permitted or prohibited development</b>		
2.6 Subdivision – consent requirements	No subdivision is proposed as part of this application.	N/A
2.7 Demolition requires development consent	Demolition works are related to minor excavation for the footing of the concrete slab and minor works to the existing fence of the nursery.	Yes.
<b>Part 4 – Principal development standards</b>		
4.1 Minimum subdivision lot size	The application does not include subdivision works.	N/A
4.3 Height of buildings	No height controls apply to the site.  The maximum height is 3.24m. The proposed structure is consistent with the height of structures in the subject site.	N/A
4.6 Exceptions to development standards	The proposed development does not seek any variation to the development standards.	N/A
<b>Part 5 – Miscellaneous provisions</b>		
5.1A Development on land intended to be acquired for public purposes	N/A	N/A
5.10 Heritage conservation	The site is not identified as being an item of heritage significance, nor is it within proximity to heritage items.  The subject site, however, was identified within the proximity of several listed Aboriginal Sites recorded under the Aboriginal Heritage Information Management System. Council’s Heritage Advisor reviewed the proposal and had no objections subject to conditions in relation to unexpected archaeological finds.	N/A
5.11 Bush fire hazard reduction	No Bushfire hazard reduction is proposed.	N/A
5.21 Flood planning  1.The objectives of this clause are as follows—  (a) to minimise the flood risk to life and property associated with the use of land,  (b) to allow development on land that is compatible with the flood function and behaviour on the land, taking into account projected changes as a result of climate	The site is identified as being located on flood-prone land.  The applicant provided a Flood Assessment Report prepared by ENTEC Consultants.  The application was referred to Council’s Development Engineer who noted:  <i>“It is considered that the proposed minor permeable structure is unlikely to impact on flooding in terms of flood storage, change in flood behaviour and risk to life.</i>  <i>However, the structure must be designed to</i>	Yes

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Clause	Comment	Compliance
<p>change,</p> <p>(c) to avoid adverse or cumulative impacts on flood behaviour and the environment,</p> <p>(d) to enable the safe occupation and efficient evacuation of people in the event of a flood.</p> <p>2. Development consent must not be granted to development on land the consent authority considers to be within the flood planning area unless the consent authority is satisfied the development—</p> <p>(a) is compatible with the flood function and behaviour on the land, and</p> <p>(b) will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and</p> <p>(c) will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and</p> <p>(d) incorporates appropriate measures to manage risk to life in the event of a flood, and</p> <p>(e) will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.</p> <p>3. In deciding whether to grant development consent on land to which this clause applies, the consent authority must consider the following matters—</p> <p>(a) the impact of the development on projected changes to flood behaviour as a result of climate</p>	<p><i>withstand flood forces so that it does not get washed away during flood events and become a debris, which could cause harm, damage and undesirable consequence elsewhere as a floating debris.</i></p> <p><i>Condition relevant to Flood Compatible construction recommended to be imposed.”</i></p> <p>Recommended conditions are to be imposed in a consent in the event of approval.</p>	

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Clause	Comment	Compliance
change,  (b) the intended design and scale of buildings resulting from the development,  (c) whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,  (d) the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.		
<b>Part 6 – Additional local provisions</b>		
6.1 Acid sulfate soils	The subject site is mapped as containing Class 5 Acid Sulfate Soils. The proposal does not include works by which the water table is likely to be lowered below 1m Australian Height Datum on adjacent Class 1, 2, 3 or 4 land. An Acid Sulfate Soils Management Plan was not required in this case.	Yes
6.2 Earthworks	Minimal earthworks are proposed for the proposed works. The application was referred to Council's Development Engineer who has raised no objections to the proposal, subject to conditions of development consent.	Yes
6.6 Development in areas subject to aircraft noise	The subject site is located outside the applicable Australian Noise Exposure Forecast (ANEF) contours of the RAAF Base Richmond.	N/A
6.7 Essential services	The subject site is connected to all available essential services.	Yes

**9. Hawkesbury Development Control Plan 2002**

The Hawkesbury Development Control Plan 2023 (HDCP 2023), which commenced on 24 July 2023, currently revokes the following sections of the Hawkesbury DCP 2002:

- Part C
  - Car Parking and Access
  - Effluent Disposal
  - Heritage Conservation

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Therefore, a consideration of the relevant provisions in the HDCP 2002 and 2023 are provided below.

<b>Control</b>	<b>Compliance/Comments</b>
<b>HDCP 2023 – Part A &amp; B Introduction and General Requirements</b>	
<b>Chapter 2: Site Analysis</b>	
<p><b>4.1 Site Analysis Plan</b></p> <p>A Site analysis plan must be submitted for construction of any building, external alterations to existing buildings and Torrens title subdivision of land and must address all matters identified in the acceptable solutions column.</p> <p>The scope of the site analysis will depend on the scale and nature of the development, the sensitivity of the site and the extent of the area that may be affected by the proposed development. The site analysis must clearly demonstrate an appreciation of the site and its context, and the opportunities and constraints on the layout and design of the site. The site must demonstrate that the development will integrate within the streetscape or context when considering scale, proportion, and massing.</p>	<p>The site/site analysis plan shows the existing buildings and proposed structures over the existing site. The site plan also shows the immediately adjoining sites and their development.</p> <p>The site plan is considered sufficient for the context of the proposal.</p>
<b>Chapter 3: Heritage</b>	
<p><b>6.8 Development of Archaeological Sites</b></p> <p>D8.1 Obtain an Archaeological Assessment prior to planning works which are likely to affect an archaeological site or deposit. New development is to be designed to minimise impacts unknown archaeological sites.</p> <p>D8.2 Any development that involves the disturbance of archaeological sites cannot proceed without the appropriate approvals under the NSW Heritage Act 1977. The applicant is to seek advice from the Heritage Branch of the Office of Environment &amp; Heritage and Council’s Heritage Officer in relation to these requirements.</p> <p>D8.3 Archaeological investigations must be carried out according to Office of Environment and Heritage’s Code of practice for archaeological investigation of Aboriginal objects in NSW, available at <a href="http://www.environment.nsw.gov.au/licences/archinvestigations.htm">www.environment.nsw.gov.au/licences/archinvestigations.htm</a>.</p>	<p>The subject site was identified within the proximity of several listed Aboriginal Sites recorded under the Aboriginal Heritage Information Management System. Council’s Heritage Advisor reviewed the proposal and had no objections subject to conditions in relation to unexpected archaeological finds.</p>
<b>Chapter 5: Traffic Access, Street Design and Parking</b>	
<p><b>4.1 Off-Street Parking Rates</b></p> <p>D1.1.1 Parking is to be provided in accordance with Table 01. Uses not referred to in the Table 01 will be assessed on merit for bicycle, motor cycle and</p>	<p>The HDCP 2023 outlines the following rate for community facilities:</p> <p><i>“On merit. Traffic and parking study may be required depending on scale of the</i></p>

**HAWKESBURY LOCAL PLANNING PANEL**

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<b>Control</b>	<b>Compliance/Comments</b>
<p>car parking. Note: In the circumstances where the car parking and/ or other requirements are not defined by this chapter for a particular land use or where a development may cause a potential significant impact on the surrounding road network and properties, a detailed Car Parking and Traffic Impact Assessment Study and Road Safety Audit may be required to be prepared for the proposed development to substantiate proposed parking provisions.</p>	<p><i>development, taking into consideration the proposed uses and equivalent rates for similar uses.”</i></p> <p>The applicant submitted an Operation Management Plan (OMP) that outlined that a maximum of two cars would require access to the site at any one time and would align with the maximum amount of volunteers that will access the site at any one time, being two (2). The OMP states that the volunteers would use the existing car parking facilities on site. There are two parking areas in the vicinity of the proposed development site, in front of the nursery and animal shelter, respectively and as such the subject site can accommodate the parking needs of the proposed development.</p> <p>In addition, an inconsistency was located in the submitted documentation. The OMP stated that existing car parking would be utilised, but the Architectural Plans illustrated that two new car spaces would be located inside the Community Nursery. The parking within the Nursery is not supported as it may conflict with the use of the site and appears to block existing doors to greenhouses.</p> <p>A condition of consent is to be imposed requiring that the plans be amended to remove this reference and to ensure that any volunteers attending the site would park in the existing car parking areas associated with the Community Nursery and Animal Shelter only.</p>
<b>HDCP 2002 – Part C - General Requirements</b>	
<b>Chapter 3 - Signs</b>	
<p><b>3.1 Overall Signage Objectives</b></p> <ul style="list-style-type: none"> <li>• allow signs that add to the character of the streetscape and complement the architectural style and use of the building;</li> <li>• encourage suitably located signs that provide legible and clear messages;</li> <li>• encourage well-designed and located signs that contribute to the streetscape and the site on which it is proposed;</li> <li>• avoid visual clutter through the proliferation of signs; and</li> <li>• consider the amenity of the area and the visual quality of the public domain.</li> </ul>	<p>No signage has been proposed as part of this application. A condition of consent will be imposed to ensure no signage is erected without prior approval.</p>



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<b>Control</b>	<b>Compliance/Comments</b>
<b>Chapter 4 – Soil Erosion and Sediment Control</b>	
<p><b>4.3 Guidelines for earthworks and erosion control</b></p> <p>To minimise soil erosion, one or more of the following measures may be required during earthworks:</p> <ul style="list-style-type: none"> <li>• Run-off and erosion controls prior to disturbance or removal of any of site vegetation;</li> <li>• topsoil from approved areas be stockpiled for re-use during site rehabilitation and landscaping;</li> <li>• uncontaminated run-off intercepted up-slope and diverted around all disturbed areas; <i>f</i> run-off detention and sediment interception measures to reduce flow velocities and to prevent topsoil, sand, aggregate, road base, spoil or other sediment escaping from the site or entering any downstream drainage easements or natural watercourses;</li> <li>• the capacity and effectiveness of run-off and erosion control measures maintained at all times;</li> <li>• erosion and sediment control devices, as per documented references, installed and maintained to ensure there is no increase in downstream levels of nutrients, litter, vegetative debris and other waterborne pollutants;</li> <li>• stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by running water to be stored clear of any drainage line or easement, natural watercourse, footpath, kerb or road surface;</li> <li>• measures applied to prevent site vehicles tracking sediment and other pollutants onto any sealed roads serving the development; or</li> <li>• dust control measures (vegetative cover, mulches, irrigation, barriers and stone) shall be applied to reduce surface and airborne movement of sediment blown from exposed areas.</li> </ul>	<p>Erosion and Sediment control provisions have been noted on DA191 of the Architectural Plans prepared by MDP Architecture. The application has been reviewed by the Council’s Development Engineer and is supported subject to Conditions of Consent.</p> <p>Conditions of development consent will be imposed requiring the satisfactory mitigation or erosion and sediment control.</p>
<b>Chapter 5 – Bushfire Prone Land</b>	
<p>In January 2002, the Rural Fire Service and Planning NSW produced a document called</p>	<p>As per Figure 5 earlier in this report, the subject development site is adjacent to a</p>

**HAWKESBURY LOCAL PLANNING PANEL**

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<b>Control</b>	<b>Compliance/Comments</b>
<p>"Planning for Bushfire Protection - A Guide for Council's, Planners, Fire Authorities, Developers and Homeowners".</p> <p>As a result of this document Council's Bushfire Mitigation Policy was repealed and is currently being rewritten. In the interim Council at its Ordinary meeting of 12 March 2002 resolved that development within bushfire prone land is to comply with the relevant provisions of the following:</p> <ul style="list-style-type: none"> <li>• Building Code of Australia;</li> <li>• Australian Standard AS 3959 - Construction of Buildings in Bushfire Prone Areas;</li> <li>• Planning for Bushfire Protection produced by the Rural Fire Service and Planning NSW;</li> <li>• The Hawkesbury Bushfire Risk Management Plan, July 2000.</li> </ul> <p>Development must comply with the amendments to the Environmental Planning and Assessment Act and Rural Fire Act (as amended).</p>	<p>Vegetation Buffer zone.</p> <p>The applicant has submitted a Bushfire Assessment Report prepared by Waratah Bushfire.</p> <p>The report outlines that the enclosure is a Class 10a Structure and is greater than 6m from a dwelling. As such, there are no bushfire protection requirements under the NSW Rural Fire Service (RFS) guideline Planning for Bush Fire Protection (PBP) 2019.</p> <p>Nonetheless, recommendations have been made in this report, such as the maintenance of landscaping and the use of non-combustible materials, which will form conditions within the consent.</p>
<p><b>Chapter 8 – Management of Construction &amp; Demolition Waste</b></p>	
<p><b>8.2.1 Waste Management Plans</b></p> <p>A Waste Management Plan is a simple checklist that will provide Council with information about the volume, treatment, storage, disposal and ongoing treatment of C&amp;D waste. Applicants seeking development approval from both Council and accredited certifiers must complete a Waste Management Plan that will show that:</p> <ul style="list-style-type: none"> <li>• The potential for waste is avoided</li> <li>• Where possible, waste is reused on site</li> <li>• Waste that cannot be reused on site is separated and recycled</li> </ul> <p>Waste with no reuse or recycling potential is disposed of at an authorised landfill site</p>	<p>The application is supported by a Waste Management Plan. Notwithstanding this, the Council is not satisfied with the detailing within the WMP, sufficiently in regard to the details surrounding the handling of waste generated by the Aviary Enclosure (i.e., animal waste). As such, a condition of consent is recommended, requiring the preparation of an operational waste management plan to be submitted and approved by the Council prior to the issuing of the CC.</p>

**Hawkesbury City Council Flood Policy 2020**

The site is identified as being located on flood-prone land. The applicant provided a Flood Assessment Report prepared by ENTEC Consultants.

The application was referred to Council's Development Engineer who raised no objections to the proposal. However, conditions are to be imposed ensuring that the proposed structure must be designed to withstand flood forces so that it does not get washed away during flood events and

become a debris, which could cause harm, damage and undesirable consequence elsewhere as a floating debris.

#### **10. Development Contributions**

Pursuant to the Council's adopted 7.11 Contributions Plan, Section 2.7, the development is exempt from requiring development contributions as the application is on behalf of the Council for Community Infrastructure.

#### **11. EP&A Regulations 2021**

Applicable regulation considerations for compliance with the Building Code of Australia, PCA appointment and notice of commencement of works, sign-on work sites, critical stage inspections, and records of inspection will be covered under the recommended conditions of consent.

#### **12. The Likely Impacts of the Development**

The development application seeks consent for the construction of an aviary enclosure (Community Facility).

The structure is proposed within a vacant portion of the subject site, in terms of vegetation, and will not adversely impact any neighbouring vegetation, as conditioned.

It is noted that there is no provision of any controls within the Council's policies that control the design or appearance of a Community Facility. Notwithstanding this, the enclosure is proposed to be similarly sized to other buildings on the site (such as the sheds and greenhouses of the Nursery) and will not be out of character. Of key importance, the proposed structure has been suitably placed to limit any adverse amenity impacts.

The proposal is also not considered to result in adverse economic or social impacts and will not result in adverse environmental impacts subject to conditions of consent.

#### **13. Suitability of the Site**

The site is located in an SP2 – Sewage Treatment Plant zone, with the proposal of a Community Facility being a permissible form of development with consent. The proposal is located within an area that contains existing community facilities and is well-located to minimise the impact on any nearby residential properties.

#### **14. Public Consultation**

In accordance with Council's Community Participation Plan and Part 9B in Division 2 of Schedule 1 of the Environmental Planning and Assessment Act 1979, the application was placed on notification and advertising for a minimum 28 days from 11 November 2024 to 9 December 2024. No submissions were received in response to the proposal.

#### **15. Public Interest**

The proposed development has been considered to be within the public interest, as it provides a built-for-purpose facility to provide a place for the rehabilitation of wildlife (birds), which adds to the broader sense of Community in the locality. The proposal is located within an area that contains existing community facilities and is well-located to minimise the impact on any nearby residential properties.

Accordingly, the proposed development is considered in the public interest.

## **16. Conclusion**

The application has been assessed relative to Section 4.15 of the EP&A Act 1979, taking into consideration all relevant state and local planning controls.

Having regard to the assessment of the proposal from a merit perspective, the development is considered to be appropriate for the site and in the public interest. The proposal provides for a suitable use of the land, being a community facility that focuses on the rehabilitation of injured wildlife (birds). Thus, the development is consistent with the intentions of the relevant planning controls and represents a form of development contemplated by the relevant statutory and non-statutory controls applying to the land. The proposal has demonstrated a satisfactory response to the objectives and controls of the applicable planning framework.

For these reasons, it is considered that the proposal is satisfactory having regard to the matters for consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979 and is recommended for approval subject to conditions of consent.

## **17. Recommendation**

Pursuant to Section 4.16 of the Environmental Planning and Assessment Act, 1979:

- That the Hawkesbury Local Planning Panel, exercising the function of the consent authority, approve development consent to DA0281/2024 for the Construction of a new Aviary Enclosure to be operated by WIRES for the housing of injured bird species at No. 10 Mulgrave Road, Mulgrave for the following reasons:
  1. The proposed development is permissible in the SP2 Infrastructure zone under the Hawkesbury Local Environmental Plan 2012 and satisfies the requirements of all applicable planning controls;
  2. The proposed development would deliver a suitable land use for the site, which would result in beneficial outcomes for the local community.
  3. The proposed development is considered to be well suited to the area it is located in terms of bulk and scale,
  4. The proposal does not result in any undue impacts on the amenity of neighbouring properties or nearby residential land uses.
  5. The development will not result in any adverse land use conflict.
  6. The development would not create unreasonable demands for the provision or extension of public amenities and services; and
  7. For the reasons given above, approval of the application is in the public interest.

## **Attachments**

**AT - 1** Amended Architectural Plans - *(Distributed under separate cover)*

**AT - 2** Operational Plan of Management

**AT - 3** Waste Management Plan

**HAWKESBURY LOCAL PLANNING PANEL**

**2. REPORTS FOR DETERMINATION**

**Meeting Date:** 19 December 2024

**AT - 4** Bushire Assessment - *(Distributed under separate cover)*

**AT - 5** Flood Assessment

**AT - 6** Statement Environmental Effects - *(Distributed under separate cover)*

**AT - 7** Hawkesbury Local Planning Panel Conditions - *(Distributed under separate cover)*

**AT - 8** WIRES Evacuation Plan

**Attachment 2 - Operational Plan of Management - 10 Mulgrave Road Mulgrave - DA0281 24**

**Operational Management Plan**

**Proposed Flight Aviary**

**10 Mulgrave Road, Mulgrave**

It is anticipated that whilst in operation the facility would have one or two WIRES members visit every day. Duties would include cleaning of the aviary, feeding animals, administer any prescribed treatments. Duration of work will be dependent on animal load but would range from 30 minutes to 2 hours possibly twice a day. Members would only be on-site during daylight hours. In the event that no animals are on the site the aviary would be cleaned and locked and a visual inspection of the facility would take place once per week. No more than 2 cars are likely to require access to the site at any one time and can use the existing car park. Site management have granted access for the WIRES volunteers to access hand washing facilities as well as bathrooms onsite.

**Capacity**

Depending on the species held the facility is designed to have a maximum capacity of 40 animals at any one time, analysis of historic rescue data for the region indicates that outside of emergencies (bushfire, flood etc) the facility would average 10-20 animals at a time. There is potential in a catastrophic emergency to use the facility to hold up to 100 animals for short periods depending on conditions.

**Waste management**

All domestic and animal waste will be removed from site daily by WIRES members. Any liquid waste will be sent to sewer.

**Food management**

All food and medications will be stored in air tight, rodent proof containers or bought to site daily. Food preparation will be in-line with safe food handling practices and standards as set out in the pertinent codes of practice for wildlife rehabilitation. Any food waste will be removed daily as outlined above

**Security**

CCTV will be in place at the facility. The aviary will have a keyed lock. WIRES members have strict protocols around WH&S and safety while working in WIRES facilities.

**HAWKESBURY LOCAL PLANNING PANEL**

**2. REPORTS FOR DETERMINATION**

**Meeting Date:** 19 December 2024

**Attachment 3 - Waste Management Plan**

# Hawkesbury City Council

366 George Street (PO Box 146) Windsor NSW 2756 DX 8601 WINDSOR  
**Phone:** (02) 4560 4444 **Facsimile:** (02) 4587 7740 **Email:** council@hawkesbury.nsw.gov.au



## waste management plan

demolition, construction and use of a premises

The applicable sections of this table must be completed and submitted with your development application.

The information provided on this form (and on your plans) will be assessed against the provisions of the Management of Construction and Demolition Waste chapter of the Hawkesbury Development Control Plan.

Should the space provided in this form be insufficient, please attach additional details.

### Outline of the Proposal

Site Address

Name of Applicant

Applicant Address

Phone  Mobile

Fax

Buildings and other structures currently on the site

Description of proposal

Applicant's signature  Date

# Hawkesbury City Council



Section 1: Demolition				
Materials		Destination		
		Re-Use and Recycling		Disposal
Material	Estimated Volume (m <sup>2</sup> or m <sup>3</sup> )	On-Site Specify proposed Re-Use or On-Site Recycling	Off-Site Specify Contractor and Recycling Outlet	Specify Contractor and Landfill Site
Excavation Material	8m3	8m3	Nil	Nil
Green Waste	2m3	2m3	Nil	Nil
Bricks	Nil	Nil	Nil	Nil
Concrete	Nil	Nil	Nil	Nil
Timber What kind?	Nil	Nil	Nil	Nil
Plasterboard	Nil	Nil	Nil	Nil
Metals What kind?	Nil	Nil	Nil	Nil
Other	Nil			

**Note:** Details of on-site waste management should be provided on the plans accompanying your application (ie - location of on-site storage areas/containers, vehicular access point)



# Hawkesbury City Council



Section 2: Construction				
Materials		Destination		
		Re-Use and Recycling		Disposal
Material	Estimated Volume (m <sup>2</sup> or m <sup>3</sup> )	On-Site Specify proposed Re-Use or On-Site Recycling	Off-Site Specify Contractor and Recycling Outlet	Specify Contractor and Landfill Site
Excavation Material	Nil	Nil	Nil	Nil
Green Waste	Nil	Nil	Nil	Nil
Bricks	Nil	Nil	Nil	Nil
Concrete	0.1m3	0.1m3	nil	nil
Timber What kind?	Nil	Nil	Nil	Nil
Plasterboard	Nil	Nil	Nil	Nil
Metals What kind?	Nil	Nil	Nil	Nil
Other	Nil			

**Note:** Details of on-site waste management should be provided on the plans accompanying your application (ie - location of on-site storage areas/containers, vehicular access point)



**Attachment 5 - Flood Assessment Report - 10 Mulgrave Road, Mulgrave - DA0281 24**



## Flood Assessment Report

WIRES Mulgrave – Aviary Enclosure

10 Mulgrave Road, Mulgrave

Prepared for: WIRES

Issue no: B

ENTEC CONSULTANTS Pty Ltd (ACN 659 290 687) (ABN 51 659 290 687)  
GF, 79-81 Chandos Street  
St Leonards NSW 2065

**HAWKESBURY LOCAL PLANNING PANEL**

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**Meeting Date:** 19 December 2024



Revision	Date	Purpose	Prepared By	Reviewed By
A	25/10/24	Issue to Client	Nathan Pearce	
B	25/10/24	Issue to Client	Nathan Pearce	

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2 Site Description .....3  
3 Flood Characteristics.....6

## 1 Introduction

This report has been written to address the Council RFI for a flood assessment report for the proposed new aviary enclosure at the existing NSW Wildlife Information Rescue & Education Service Inc. (WIRES) at 10 Mulgrave Road, Mulgrave.

In the preparation of this report the following reference information has been used:

- Architectural plans prepared by MDP Architects, Drawing No.'s 3279\_DA000-DA191, dated 05/07/24
- Hawkesbury City Council Flood Policy 2020
- Hawkesbury City Council Schedule of Flood-Related Development Controls
- 'Technical flood risk management guideline: Flood hazard' published by the Attorney-General's Department, dated 2014;
- 'Reducing Vulnerability of Buildings to Flood Damage: Guidance on Building in Flood Prone Areas' (HNFMSC 2006)
- 'Construction of Buildings in Flood Hazard Areas' Standard and Information Handbook (ABCB 2012)

## 2 Site Description

The subject site is located on the existing Hawkesbury Community Nursery at the address 10 Mulgrave Road, Mulgrave and is part of a much larger lot of approximately 80Ha which encompasses the Mulgrave Sewer Treatment Plant.

The Hawkesbury Community Nursery is located at the southeastern corner of the lot near the intersection of Mulgrave Road and the neighbour's access driveway. The proposed aviary is planned to be situated in a portion of vacant grassland behind an existing plant shade/greenhouse.

The proposed aviary is to be a prefabricated lightweight Colourbond shed-like structure built on a concrete slab. The aviary is to be constructed to generally match existing topography. Stormwater from the aviary roof will discharge to the surface and be collected by a gravel perimeter drain to be infiltrated into the ground.

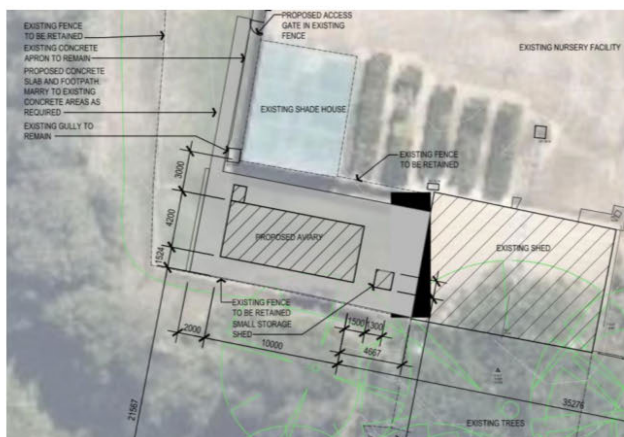


Figure 1: Architectural Site plan of proposed Aviary location (Source: MDP Architectural Site Plan)



Figure 2: 10 Mulgrave Road, Mulgrave site aerial image (Source: Six Maps)



Figure 3: Proposed works location (Source: MDP Architectural Site Plan)







The estimated velocity of the 1% AEP water is 0.5m/s which would indicate the site is within the floodplain storage area with ponding water rather than within the flowpath with higher velocity water.

Notwithstanding, the flood hazard classification for the 1% AEP is H5, due to the high depth of water, and as such is unsafe for vehicles and people. Buildings are also vulnerable to structural damage with less robust buildings subject to failure, refer figure 8 below

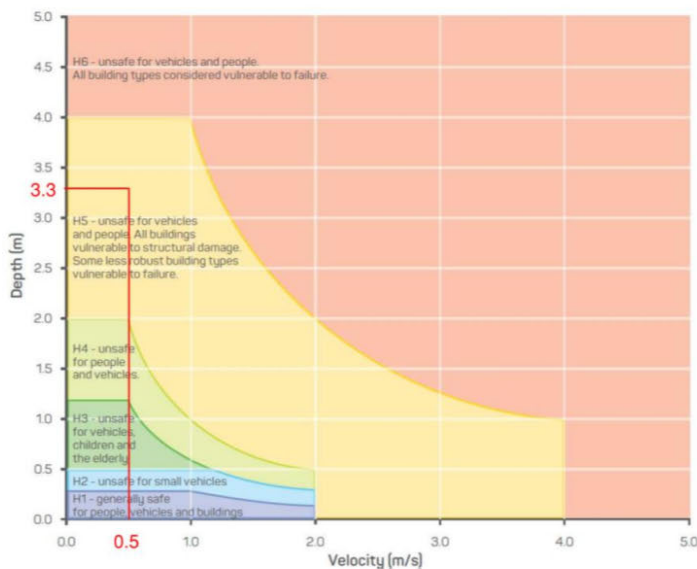


Figure 8: Flood Hazard Classification Curve

The proposed aviary is therefore subject to section 5: development in a hazard category 5 of the Council Schedule of Flood Related Development Controls guideline.

It is to be situated at the exiting Hawkesbury Community Nursery which is classified by table 2 of the guideline as a commercial use 2 and as such is an incompatible development within a H5 flood classification. As such the aviary is subject to clause 5.2 of the guidelines which provides the requirements for additions and alterations to existing lawful incompatible development in hazard classification H5.

The aviary is considered an ancillary development to the primary use of a community nursery and therefore is required to comply with clause H5.21, refer figure 9 below.

H5.21 Additions and alterations to, the redevelopment of, and ancillary development to existing lawful Incompatible Development, must demonstrate that the development will not increase flood effects elsewhere, having regard to:

- loss of flood storage,
- changes in flood levels and velocities caused by changes to flow paths,
- the cumulative impact of development within the floodplain, and
- the development withstanding forces from floodwater, impacts from debris, and buoyancy forces.

Figure 9: Extract from the Hawkesbury City Council Schedule of Flood-Related Development Controls

Based on the above flood information the following site-specific flood risk assessment in response to section H5.21 for the proposed new aviary is as follows;

- Loss of Flood Storage

The proposed aviary is to be constructed on grade at the existing surface and provides openings throughout the structure and as such will not result in a loss of flood storage and as such is in accordance with this requirement.

- Changes in flood levels and velocities caused by changes to flow paths

The proposed aviary structure will not impede flood waters and as such will not change the depth or velocity of the flood water and as such is in accordance with this requirement.

- The cumulative impact of the development in the floodplain

The aviary is a small open structure and will have negligible cumulative impacts on the wider Hawkesbury floodplain and as such is in accordance with this requirement.

- The development withstanding forces from floodwater, impacts from debris, and buoyancy forces.

The proposed structure is a low-cost, light-weight steel shed structure with openings on all sides. It has not been structurally designed to withstand forces from flood water, debris impacts or buoyancy forces and as such is not in accordance with this requirement.


It is, however, noted that the structure is a bird aviary for animal shelter only and is not a habitable space for refuge. The structure is similar to the existing nursery and shed-like structure onsite which are not designed to withstand flood or impact loading.

It is our recommendation that the aviary should not be required to be structurally designed to withstand the flood forces, impacts from debris, and buoyancy forces and that no flood conditions be imposed onto the development as part of the DA consent conditions.

Should you have any queries or wish to discuss, please do not hesitate to contact the undersigned.

M 0423 438 873 | E [npearce@entec.com.au](mailto:npearce@entec.com.au)

ENTEC Consultants Pty Ltd



Nathan Pearce | Associate Director – Civil

**Attachment 8 -WIRES Evacuation Plan**



# Facilities Evacuation Plan



Version 1.0  
July 2023

WIRES Evacuation Plan Mulgrave Aviary

Site details

Name	Mulgrave aviary	Contact Number	
WIRES Branch	Hawkesbury	Address	10 Mulgrave rd Mulgrave

Hazards and Triggers

Fire  Flood  Storm  Heatwave  Other

Triggers Indication that an event is likely to affect the site within the next 24-48 hrs

Animals in care

Species	Callsheet	Can evacuate?	Recent photo
passerine sp.		yes	
"black and white" sp.		yes	
Parrot sp.		yes	

Animals requiring assistance to evacuate e.g. tranquillisation

Species	Callsheet	Weight
NA		



**HAWKESBURY LOCAL PLANNING PANEL**

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**Vehicles/ Transport for animals**

Vehicle	Which species	Capacity (animals)
Private car	all	10

**People that can assist in evacuating**

Name	Branch chair	Contact Number	
Name	Bird coordinator	Contact Number	
Name	Emergency Rescue Team	Contact Number	

**Animal Transportation Means (number)**

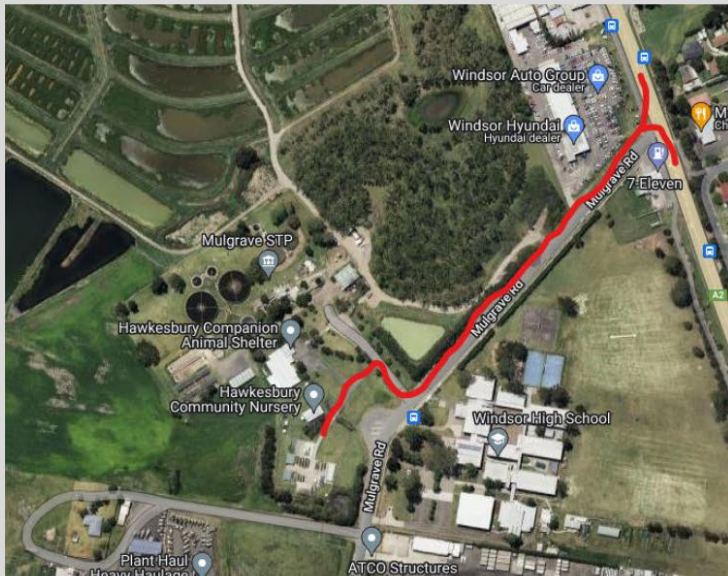
Large cages	10	Large pouches		Pouch liners	
Small cages	5	Small pouches		Pillowcases	

**Animal Emergency Drop Off Points**

Name	Nichi Caine	Contact Number	0416082572
Address	216 Sanctuary Drive Windsor downs		
Species allowed	All bird sp.	Animal intake amount	20
Name	Sandra connor	Contact Number	0422454343
Address	8 Church Street Pitt town		
Species allowed	All bird sp.	Animal intake amount	15



Evacuation route



Safest evacuation route is to Windsor rd. via Mulgrave rd.

Evacuation procedure

Upon advice that evacuation of the site is likely to be required (see triggers above) the Hawkesbury branch emergency response team should be mobilised. Sufficient capture and transport equipment will be held on site to deal with all animals in care at any given time. Remember at all times human health and safety is paramount. Given the nature of the site it is likely that there will be sufficient notice of an emergency event to remove all animals to alternate sites or release (if deemed appropriate). All animals should be captured and transported in accordance with the Department of Planning, Industry and Environment Code of Practice for injured, sick and orphaned native birds. If required the WIRES emergency response team can be contacted to assist with transport.



oooO END OF REPORT Oooo

## HAWKESBURY LOCAL PLANNING PANEL

### 2. REPORTS FOR DETERMINATION

Meeting Date: 19 December 2024

#### 2.1.2. Hawkesbury Local Planning Panel - 2025 Meeting Dates

Directorate: Corporate Services

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#### PURPOSE OF THE REPORT

The purpose of this report is to determine the Hawkesbury Local Planning Panel (HLPP) dates for February 2025 to December 2025.

#### EXECUTIVE SUMMARY

The Hawkesbury Local Planning Panel (Panel) is a local planning panel established for Hawkesbury City Council (Council) under Part 2, Division 2.5 of the Environmental Planning and Assessment Act 1979 (Act). It is responsible for determining certain development applications (and modifications/reviews) and providing advice on planning proposals (collectively referred to as applications in this guide).

In accordance with the Clause 3 - Frequency of meetings, Hawkesbury Local Planning Panel Guidelines, the Panel should meet on the 3rd Thursday of every month (excluding January) unless there are insufficient applications to conduct a meeting.

This report seeks to adopt the draft schedule of Hawkesbury Local Planning Panel meetings for 2025.

#### OFFICER'S RECOMMENDATION

That the Hawkesbury Local Planning Panel adopt the schedule of Hawkesbury Local Planning Panel Meetings for 2025 as follows:

Day	Date
Thursday	20 February 2025
Thursday	20 March 2025
Thursday	17 April 2025
Thursday	15 May 2025
Thursday	19 June 2025
Thursday	17 July 2025
Thursday	21 August 2025
Thursday	18 September 2025
Thursday	16 October 2025
Thursday	20 November 2025
Thursday	18 December 2025

#### BACKGROUND

The Hawkesbury Local Planning Panel Guidelines provides for administrative arrangements and meetings for the Hawkesbury Local Planning Panel (HLPP).

The Guidelines under Clause 3 - Frequency of meetings states: -

**HAWKESBURY LOCAL PLANNING PANEL**

**2. REPORTS FOR DETERMINATION**

**Meeting Date: 19 December 2024**

- 3.1 *The Panel shall meet on the 3rd Thursday of every month (excluding January) unless there are insufficient applications to conduct a meeting.*
- 3.2 *If no meeting is to be held on the scheduled date, a notice will be posted on the Council's website.*
- 3.3 *If required, additional meetings may be scheduled at other times subject to compliance with the meeting procedures specified under Section 4 and Section 6.*

**DISCUSSION**

This report seeks approval for the meeting dates for Hawkesbury Local Planning Panel Meetings held in the 2025 calendar year. The proposed schedule of meeting dates are outlined below:

<b>Day</b>	<b>Date</b>
Thursday	20 February 2025
Thursday	20 March 2025
Thursday	17 April 2025
Thursday	15 May 2025
Thursday	19 June 2025
Thursday	17 July 2025
Thursday	21 August 2025
Thursday	18 September 2025
Thursday	16 October 2025
Thursday	20 November 2025
Thursday	18 December 2025

All Hawkesbury Local Planning Panel meetings are scheduled to commence at 10:00am.

It is noted that Hawkesbury Local Planning Panel meetings are not held between Christmas / New Year and during the month of January 2025, with meetings resuming in February 2025.

**ATTACHMENTS**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**





# Hawkesbury Local Planning Panel Meeting

## End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.