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Our ref: 09\_0123  
Your ref:  
File: S09/01130

Mr Nigel Smith  
National Development Manager  
Fabcot Pty Ltd  
PO Box 8000  
BAULKHAM HILLS NSW 2153

Dear Mr Smith

**Subject: Concept and Project Application for Proposed Retail Development, The Lakes Way, Forster (09\_0123)**

I refer to the Department's recently issued amended Director-General's Environmental Assessment Requirements (DGRs) for the above proposal, dated 21 August 2009. I also refer to your request for the Department to undertake a peer review of the *'Retail Floorspace Need and Demand Assessment'* (prepared by Duane Location, dated 20 May 2009) ('the retail report'), which was provided in Appendix G of the Preliminary Assessment documentation (prepared by TPG, dated May 2009).

The Department has completed a peer review of the retail report and has reviewed the issued DGRs. As such, an amended set of DGRs is now provided (amendments highlighted in italics) with a change being made to item (6.3). These requirements supersede previously issued DGRs.

The Director-General's Environmental Assessment Requirements (DGRs) for the environmental assessment of the concept application and project application are attached to this correspondence at **Attachment 1**. These requirements have been prepared in consultation with the relevant government agencies including Council.

**Attachment 2** lists the relevant plans and documents which will be required upon submission of your proposal.

It should be noted that the DGRs have been prepared based on the information provided to date. Under section 75F(3) of the Act, the Director-General may alter or supplement these requirements if necessary and in light of any additional information that may be provided prior to the proponent seeking approval for the project.

If the Environmental Assessment (EA) is not exhibited within 2 years of the date of issue of these requirements, you should consult further with the Director-General in relation to the preparation of the EA.

Please contact the Department at least two weeks before you propose to submit the EA for the project to determine:

- the fees applicable to the application. Note that you will need to provide a signed statement from a Quantity Surveyor to verify the capital investment value of the project;
- consultation and public exhibition arrangements that will apply; and
- number and format (hard-copy or CD-ROM) of the EA that will be required.

A list of some relevant technical and policy guidelines which may assist in the preparation of the EA are attached at **Attachment 3**.

Prior to exhibiting the EA, the Department will review the document to determine if it adequately addresses the DGRs. The Department may consult with other relevant government agencies in making this decision. If the Director-General considers that the EA does not adequately address the DGRs, the Director-General may require the proponent to revise the EA to address the matters notified to the proponent.

Following this review period, the EA will be made publicly available for a minimum period of 30 days.

If your proposal includes any actions that could have a significant impact on matters of National Environmental Significance (NES) (such as the potential impact on the *Asperula asthenes*), it will require an additional approval under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). This approval is in addition to any approvals required under NSW legislation. It is your responsibility to contact the Commonwealth Department of the Environment, Water, Heritage and the Arts in Canberra (6274 1111 or <http://www.environment.gov.au>) to determine if the proposal is likely to have a significant impact on matters of NES and would require an approval under the EPBC Act. The Commonwealth Government has accredited the NSW environmental assessment process for assessing any impacts on matters of NES. As a result, if it is determined that an approval is required under the EPBC Act, please contact the Department immediately as supplementary DGRs will need to be issued.

Please note that under section 75U of the Act, Part 3A applications do not require certain permits/approvals required under other legislation. These matters are considered as part of the Part 3A assessment process. For example, Section 87 permits and Section 90 consents under the *National Parks and Wildlife Act 1974* are not required for Part 3A applications. Section 75U applies from the date of issue of the DGRs.

Notwithstanding, the Department still requires an equivalent level of information within the EA as would ordinarily be required for the issue of any such permit/approval to enable an assessment of the relevant works. Please notify the Department should any sub-surface testing be required during the preparation of your EA.

Copies of responses from government agencies to the Department's request for key issues and assessment requirements are enclosed at **Attachment 4**. Please note that these responses have been provided to you for information only and do not form part of the DGRs for the EA.

#### **Comments on the Concept Application**

The site is part of the wider Piper's Creek Precinct (the Precinct), as identified in Great Lakes Council's *Forster-Tuncurry Conservation and Development Strategy (September 2003)*. As such, it is imperative any proposed changes to land use on the site are examined having consideration for envisaged land uses in the wider Precinct.

The Concept Application will need to justify the change in land use on the site to facilitate retail development and will, therefore, need to be formulated having consideration for development options for the wider Precinct, including appropriate developable areas. The studies which support the Concept Plan for the development will need to encompass the wider Precinct.

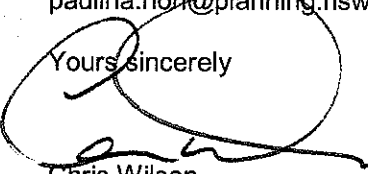
As a concurrent process to the Concept Application and Project Application, the Department will be aiming to facilitate a broader rezoning for the wider Precinct which may result in an amendment to the Great Lakes LEP using the Part 3 of the *Environmental Planning and Assessment Act 1979*. This process will be undertaken in conjunction with the relevant landowner, Great Lakes Council and will require your involvement. The mechanisms behind facilitating this process have not been finalised, as yet. However, you will be contacted shortly regarding any further requirements to progress this issue.

Please be advised that the formulation of the EA for your Concept and Project Application may be reliant on the work undertaken in the rezoning exercise for the wider Precinct. Therefore, the timing of the exhibition of the EA may be affected by the progress of draft LEP amendment.

If you have any queries regarding these requirements, please contact Paulina Hon on 9228 6106 or email [paulina.hon@planning.nsw.gov.au](mailto:paulina.hon@planning.nsw.gov.au).

Yours sincerely

20.10.09

  
Chris Wilson  
**Executive Director**  
**Major Projects Assessment**  
as delegate for the Director General

cc: Ms Marian Higgins - TPG  
Mr Glenn Handford – Great Lakes Council

# Attachment 1

## Director-General's Environmental Assessment Requirements

Section 75F of the *Environmental Planning and Assessment Act 1979*

<b>Application number</b>
09_0123
<b>Project</b>
<p><b>Concept Application</b> for a new retail development comprising a total of 19,235sqm of floor space including: a discount department store (Big W), supermarket (Woolworths) and speciality shops/commercial premises/childcare facility. The proposal also includes: subdivision; provision of a new access road from The Lakes Way; 880 'at grade' car parking spaces; loading dock facilities for each component of the development; and associated infrastructure.</p> <p><b>Project Application</b> of the detailed design of the development</p>
<b>Location</b>
Part Lot 37 DP 1023220, Lot 2 DP 654559, Lot 3 DP 657314, Lot 4 DP 657315, Lot 33 DP 850018 and Part Lot 148 DP 651471, The Lakes Way, Forster, Great Lakes local government area
<b>Proponent</b>
Fabcot Pty Ltd
<b>Date issued</b>
26 October 2009
<b>General requirements</b>
<p>The Environmental Assessment (EA) for the combined <b>Concept Application and Project Application</b> must include:</p> <ol style="list-style-type: none"> <li>1. An executive summary;</li> <li>2. A detailed description of the proposal (for the Project Application);</li> <li>3. An outline of the scope of the project (for the Concept Application) including: <ul style="list-style-type: none"> <li>• any development options (such as the proposed road access);</li> <li>• justification for the project taking into consideration any environmental impacts of the project, the suitability of the site and whether the project is in the public interest;</li> <li>• outline of the staged implementation of the project if applicable;</li> </ul> </li> <li>4. A thorough site analysis including constraints mapping and description of the existing environment;</li> <li>5. Consideration of any relevant statutory and non-statutory provisions and identification of any non-compliances with such provisions, in particular relevant provisions arising from environmental planning instruments, Regional Strategies (including draft Regional Strategies) and Development Control Plans;</li> <li>6. Consideration of the consistency of the project with the objects of the <i>Environmental Planning and Assessment Act 1979</i>;</li> <li>7. Consideration of impacts, if any, on matters of National Environmental Significance under the Commonwealth <i>Environment Protection and Biodiversity Conservation Act 1999</i>;</li> <li>8. An assessment of the potential impacts of the project and a draft Statement of Commitments, outlining environmental management, mitigation and monitoring measures to be implemented to minimise any potential impacts of the project;</li> <li>9. The plans and documents outlined in <b>Attachment 2</b>;</li> <li>10. A signed statement from the author of the Environmental Assessment certifying that the information contained in the report is neither false nor misleading; and</li> <li>11. An assessment of the key issues specified below and a table outlining where in the EA these key issues have been addressed.</li> </ol>

Key Issues	
<b>1. Strategic Planning</b>	
1.1	Justify the proposal with reference to relevant local, regional and State planning strategies. Provide justification for any inconsistencies with the planning strategies.
1.2	Demonstrate consistency with the NSW State Plan and Mid North Coast Regional Strategy.
1.3	Demonstrate consistency with the desired future character of the 'Pipers Creek Precinct' and an ability to meet 'ecological and development challenges', as outlined in the <i>Forster-Tuncurry Conservation and Development Strategy (September 2003)</i> .
1.4	Prepare a Land Suitability Assessment to determine the location, types and intensity of development, if any, that should occur within the wider Piper's Creek Precinct (specifically on the remaining portion of Lot 37 DP 1023220 and Lot 148 DP 651471) but excluding areas already proposed to be rezoned to 7(a1) Environmental Protection via draft Great Lakes LEP 1995 (Amendment No.62). Prepare an indicative Precinct Principles Plan and Preferred Character Statement for the Pipers Creek Precinct which shows where development is suitable, what types of development are suitable and the relationship between such development and area(s) specifically required for stormwater management, conservation areas, visual buffers etc. Justify the proposed retail land use (having consideration for the overall Precinct Principles Plan) and describe how this use will relate to other uses in the Precinct.
<b>2. Urban Design and Design Guidelines</b>	
2.1	Demonstrate the consistency of the proposed design and layout with the <i>Coastal Design Guidelines for NSW</i> , <i>NSW Coastal Policy 1997</i> and <i>SEPP 71 – Coastal Protection</i> .
2.2	For the Concept Plan: Discuss the desired future urban form of the development and the means for implementation, covering issues such as: proposed road hierarchy and character, indicative lot layout, open space network, public domain/built form interface, building envelopes, building heights and gross floor areas. For the Project Application: Address the design quality of the building with specific consideration to the façade, massing, floor space ratios, setbacks, proportions and building articulation.
2.3	Address potential impacts in relation to privacy, views and overshadowing of adjoining and surrounding development and, if necessary provide mitigation measures.
2.4	Demonstrate the suitability of the proposal with the surrounding area in relation to existing and future building character, height, bulk and scale of the Breese Parade Centre.
2.5	Provide details of the staging of the development, with consideration for the commercial centre being established at the earliest stage of the development.
2.6	Outline the long-term management and maintenance of any areas of open space or conservation areas including ownership and control, management and maintenance funding, public access, revegetation and rehabilitation works and bushfire management.
2.7	Provide a description of access management and reserve protection to safeguard the integrity of the Pipers Creek foreshore reserve.
2.8	Address the <i>Crime Prevention Through Environmental Design (CPTED)</i> principles in the design of any through site pedestrian link and car parking.
2.9	Provide details of access of persons with disabilities in accordance with the requirements in the <i>Building Code of Australia</i> and <i>Australian Standard 1428.1 – 2001 Design for Access and Mobility</i> .
<b>3. Visual Impact</b>	
3.1	Prepare a Visual and Scenic Qualities Study of the proposal (which has consideration for the wider Pipers Creek Precinct) that identifies scenic qualities and the capacity of the landscape to absorb change without significant detriment. The assessment must consider visual prominence, visibility and areas where change in vegetation or appearance would be particularly noticeable and/or objectionable. Identify mitigation measures to reduce or avoid adverse changes to scenic qualities, as view from the site and from neighbouring areas, including the Pipers Creek foreshore.
3.2	Prepare a Landscape Plan which will ensure the development is not visually intrusive to the surrounding area.
<b>4. Sustainable Development</b>	
4.1	Demonstrate how the development (at a regional and local scale) will commit to Ecologically Sustainable Development (ESD) principles in design, construction and operation, including commitments to sustainability relating to water consumption, water reuse, waste minimisation and the minimisation of energy use and car dependency.
4.2	Demonstrate what commitments will be made on relevant environmental rating tools such as Greenstar and the Australian Building Rating Scheme, for the retail development, the public domain, open space and any community facilities.
4.3	Prepare an Energy Savings Action Plan in accordance with the requirements of the <i>Department of Water and Energy and the Guidelines for Energy Savings Action Plans (DEUS 2005)</i> .

<b>5. Infrastructure Provision</b>	
5.1	Address existing capacity and requirements of the development for sewerage, water supply (including water reuse), electricity, waste disposal (including appropriately sized and enclosed waste receptacle storage areas within the development), telecommunications and gas in consultation with relevant agencies. Identify and describe staging, if any, of infrastructure works. Where capacity can not be serviced by existing infrastructure, demonstrate how the development and the Pipers Creek Precinct will be serviced through a preparation of a Servicing Release Strategy.
5.2	Address and provide the likely scope of any planning agreements and/or development contributions with Council/ Government agencies (including relevant community/state infrastructure contributions).
<b>6. Retail Analysis and Socio-Economic Impacts</b>	
6.1	Demonstrate consistency with Council's draft <i>Forster/Tuncurry Employment Land Implementation Strategy (November 2008)</i> and, where relevant, provide justification for any inconsistencies with the Strategy. In particular, address the supply and future demand for retail development in the locality in terms of anticipated future needs.
6.2	Provide a retail analysis which justifies the extent of proposed retail/commercial services and explains how the development will be integrated with existing retail precincts (such as Wharf Street and Breese Parade) and any proposed retail areas. Demonstrate the proposed retail floor space adequately caters for the community. The analysis should also include estimates of the potential employment to be generated from the development and whether this additional employment will impact on existing employers and local businesses.
6.3	Provide a social and economic impact study for the development. Address the social and economic context of the development in terms of required infrastructure, public transport, or additional community services and facilities. Also address the potential impacts on surrounding communities. <i>The economic impact study should include an assessment of Retail Turnover Impacts on existing centres to confirm the appropriateness of the proposed development. This should demonstrate that impacts on the existing village network will not affect the viability of these centres. Surveys should be provided to justify assumptions.</i>
6.4	Consider the need for additional community facilities (including open space, recreation, medical and health facilities) to be incorporated into the development and how this fits in with the wider precinct.
<b>7. Transport and Accessibility</b>	
7.1	<p>Prepare a transport impact assessment in accordance with Table 2.1 of the RTA's <i>Guide to Traffic Generating Developments</i>, which examines the proposed development and any potential development in the Pipers Creek Precinct. The study is to include the following:</p> <ul style="list-style-type: none"> <li>• Assessment of the likely trips and modes of travel generated by the proposal;</li> <li>• Assessment of all relevant vehicular traffic routes and intersections or access to/from the site during the construction and operational phases.</li> <li>• Current traffic counts for all of the traffic routes and intersections.</li> <li>• Anticipated additional vehicular traffic generated from the proposed development (as well as any development in the Pipers Creek Precinct) and associated trip distribution on the road network during both the construction and operational phases.</li> <li>• Consideration of the traffic impacts (including cumulative traffic impact of other proposed developments in the area) on existing and proposed intersections and the capacity of the local and classified road network to safely and efficiently cater for the additional vehicular traffic generated by the proposed development.</li> <li>• Identify necessary road network infrastructure upgrades required to maintain existing levels of service on both the local and classified road network.</li> <li>• Intersection analysis (such as SIDRA) should be undertaken to determine the need for intersection and road capacity upgrades. Analysis shall include: current traffic counts and 10 year traffic growth projections; 95<sup>th</sup> percentile back of queue lengths; and delays and level of service on all legs for the relevant intersections.</li> <li>• Impact of construction traffic on the road network in the vicinity of the development and measures to minimise any identified impact.</li> </ul>
7.2	Assess the capacity of the proposal to integrate with the locality in terms of public transport and the ability of public transport services to access the site, in regards to the principles contained in the <i>Integrated Land Use and Transport Policy Package</i> .
7.3	The provision of safe pedestrian and cycle connectivity between the site and adjacent development, as well as linkages to existing pedestrian and cycling networks along the foreshore of Pipers Creek and along the Lakes Way.

7.4	Protect existing public access to and along the creek foreshore and provide, where appropriate, new opportunities for controlled public access.
7.5	Internal Road Arrangements (for Project Application) should be designed in accordance with Council's Car Parking policy. Justify, where relevant, any inconsistencies.
<b>8. Hazard Management and Mitigation</b>	
<i>Coastal Processes</i>	
8.1	Address coastal hazards and the provisions of the <i>Coastline Management Manual</i> . In particular, consider impacts associated with wave and wind action, coastal erosion, sea level rise and more frequent and intense storms.
8.2	Have consideration for the guiding principles of the <i>Hunter-Central Rivers Catchment Action Plan</i> (CMA 2007), any sustainability assessments undertaken for Wallis Lake and the Comprehensive Coastal Assessment Toolkit (DoP 2007).
<i>Contamination</i>	
8.3	Provide a Preliminary Contamination Assessment, identifying any contamination on site and appropriate mitigation measures in accordance with the provisions of <i>SEPP 55 – Remediation of Land</i> .
<i>Acid Sulfate Soils</i>	
8.4	Identify the presence and extent of acid sulfate soils on the site (and off site, especially where infrastructure easements and roadworks are required for the development) and, where relevant, appropriate mitigation measures. Identify the need for an Acid Sulfate Management Plan (prepared in accordance with ASSMAC Guidelines).
<i>Bushfire</i>	
8.5	Address the requirements of <i>Planning for Bush Fire Protection 2006</i> (RFS) including asset protection zones (APZs), access arrangements, water supplies and utilities, building construction and design (including requirements for any child care facilities), landscaping and emergency/evacuation plan arrangements.
8.6	Address how APZs and other bushfire protection measures required as part of the development can be met without conflicting with the ecological values of the site.
<i>Geotechnical</i>	
8.7	Provide a detailed assessment of any geotechnical limitations that may occur on the site and, if necessary, appropriate design considerations addressing the limitations
<i>Flooding</i>	
8.8	Provide an assessment of any flood risk on site (for the full range of floods including events greater than the design flood, up to probable maximum flood; and from coastal inundation, catchment based flooding or a combination of the two) and having consideration of any relevant provisions of the <i>NSW Floodplain Development Manual 2005</i> and relevant Council flood studies. The assessment should determine: the flood hazard in the area; address the impact of flooding on the proposed development, address the impact of the development (including any earthworks/filling) on flood behaviour of the site and adjacent lands (including extent, depth, velocity and duration); and address adequate egress and safety in a flood event.
8.9	Assess the potential impacts of sea level rise and an increase in rainfall intensity on the flood regime of the site and adjacent lands with consideration of <i>Practical Consideration of Climate Change – Floodplain Risk Management Guideline</i> (DECC, October 2007) and the <i>Draft Sea Level Rise Policy Statement</i> (NSW Government, Feb 2009).
<i>Emergency Evacuation</i>	
8.10	Consider the need for an emergency/evacuation plan for the development to address hazards such as bushfire and flooding.
<b>9. Water Cycle Management, Stormwater and Groundwater</b>	
9.1	Prepare an Integrated Water Cycle Management Strategy for the overall development which considers water supply, sewage, stormwater and catchment management interactions of urban water cycle issues.
9.2	Address stormwater management, outlining proposed design, construction and on-going maintenance in accordance with relevant Council plans, including the <i>Forster/Tuncurry Stormwater Management Plan</i> (2000), <i>Wallis Lake Catchment Plan</i> (2003), <i>Wallis Lake Estuary</i>

	<i>Management Plan (2005)</i> , and <i>Great Lakes Water Quality Improvement Plan – Wallis, Smiths and Myall Lakes (2009)</i> .
9.3	Demonstrate the stormwater management system (required for the development and any proposed development areas in the Pipers Creek Precinct) will meet the Wallis Lake water quality objective of a 'no net increase' in pollutants or nutrient loads when compared to the catchment in its natural forested configuration (both during and post construction). Demonstrate post development peak flow rates from the Pipers Creek Precinct to downstream receiving waters will be no greater than existing peak flow rates.
9.4	Assess the impacts of the proposal on surface water and groundwater (as well as interactions between groundwater and surface water) during both construction and occupation of the site. Demonstrate adequate protection of receiving waters, including Pipers Creek, Wallis Lake, SEPP 14 wetlands (to the south west of the development) and groundwater aquifers. There is a requirement to maintain a one (1) metre buffer above the highest predicted groundwater table.
9.5	Address potential downstream water quality impacts (physical and economic) on the commercial fishing industry (e.g. oyster leases and prawn breeding areas) in Wallis Lake from the development, with consideration for requirements outlined in Part 3A of the <i>State Environmental Planning Policy No 62 – Sustainable Aquaculture</i> . Outline relevant mitigation measures, if required.
9.6	Provide an assessment of any water quality monitoring required during the construction phase and on-going operation of the facility to ensure that the development achieves a satisfactory level of environmental performance.
<b>10. Flora and Fauna</b>	
10.1	Assess the potential direct and indirect impacts of the development on flora and fauna taking into consideration impacts on any threatened species, populations, ecological communities, aquatic habitats (such as seagrass and saltmarsh areas), groundwater dependent ecosystems and/or critical habitat and any relevant recovery plan in accordance with DECC's <i>Guidelines for Threatened Species Assessment (2005)</i> , the <i>Threatened Species Assessment Guidelines: The Assessment of Significance (DECC Aug 2007)</i> and having consideration for the <i>Draft Great Lakes Council Vegetation Strategy – Eastern Portion (2005)</i> . Describe the actions that will be taken to avoid or mitigate impacts or compensate unavoidable impacts, where relevant.
10.2	Outline measures for the conservation of existing wildlife corridor values (such as in the vicinity of Pipers Creek) and/or connective importance of any vegetation on the subject land.
10.3	Demonstrate suitable riparian corridor management and appropriate buffering between the development and adjacent waterways/drainage lines or SEPP 14 wetlands.
10.4	Where required, demonstrate suitable mechanisms are in place to ensure biodiversity values of the site are maintained/improved in perpetuity (such as (but not limited to) a conservation agreement, biobanking agreement or covenant). This should include the preparation of a habitat/vegetation management plan.
<b>11. Native Vegetation</b>	
11.1	Assess proposed native vegetation clearing with consideration of potential impacts and, if applicable, provide details of an offset strategy or other suitable mitigation measures to ensure that there is no net loss of native vegetation values.
<b>12. Heritage and Archaeology</b>	
12.1	Identify whether the site has significance to Aboriginal cultural heritage and identify appropriate measures to preserve any significance. The assessment must address the information and consultation requirements of the draft <i>Guidelines for Aboriginal Cultural Heritage Assessment and Community Consultation (DEC 2005)</i> and <i>Interim Community Consultation Requirements for Applicants (DEC 2004)</i> .
12.2	Identify any items of non-indigenous heritage significance and, where relevant, provide measures for the conservation of such items. Have consideration for the <i>Great Lakes Heritage Study (2007)</i> , where relevant.
<b>13. Noise</b>	
13.1	Address potential noise impacts during the construction and operation of the development (such as from road traffic noise and operating plant/machinery) on adjoining residences, including appropriate mitigation measures.
<b>14. Air Quality</b>	
14.1	Prepare an Air Quality Impact Assessment for the construction and operational phase of the development, including relevant mitigation measures.

<b>Consultation</b>
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<p>You should undertake an appropriate and justified level of consultation with the following agencies during the preparation of the environmental assessment:</p>
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<p>(a) <i>Agencies or other authorities:</i></p>
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| <ul style="list-style-type: none"> <li>• Great Lakes Council;</li> <li>• Department of Environment and Climate Change;</li> <li>• Department of Lands;</li> <li>• Department of Primary Industries;</li> <li>• Department of Water and Energy;</li> <li>• Roads and Traffic Authority;</li> <li>• Ministry of Transport;</li> <li>• NSW Rural Fire Service;</li> <li>• Hunter-Central Rivers Catchment Management Authority;</li> <li>• Relevant service providers (Mid Coast Water and Country Energy); and</li> <li>• Relevant Local Aboriginal Land Council/s and other Aboriginal community groups.</li> </ul> |
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<p>(b) <i>Public:</i></p>
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<p>Document all community consultation undertaken to date or discuss the proposed strategy for undertaking community consultation. This should include any contingencies for addressing any issues arising from the community consultation, and an effective communications strategy. The consultation process and the issues raised should be described in the Environmental Assessment.</p>
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<b>Deemed Refusal Period</b>
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60 days
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## Attachment 2

### Plans and Documents to accompany the Application

<p><b>Plans and Documents of the development</b></p>	<p>The following plans, architectural drawings and diagrams of your proposal and relevant documents must be submitted for your application:</p> <ol style="list-style-type: none"> <li>1. The <b>existing site survey plan</b> is to be drawn to 1:500 scale (or other appropriate scale) and show: <ul style="list-style-type: none"> <li>• the location of the land, the measurements of the boundaries of the land, the size of the land and north point;</li> <li>• the existing levels of the land in relation to buildings and roads;</li> <li>• location and height of existing structures on the site; and</li> <li>• location and height of adjacent buildings and private open space.</li> </ul> </li> <li>2. An <b>aerial photograph</b> of the subject site with the site boundary superimposed.</li> <li>3. A <b>Site Analysis Plan</b> must be provided which identifies existing natural elements of the site (including all hazards and constraints), existing vegetation, property dimensions, footpath crossing levels and alignments, existing pedestrian and vehicular access points and other facilities, slope and topography, natural features such as watercourses, rock outcrops, utility services, boundaries, orientation, view corridors and all structures on neighbouring properties where relevant to the application (including windows, driveways etc.).</li> <li>4. A <b>locality/context plan</b> drawn to 1:500 scale (or other appropriate scale) should be submitted indicating: <ul style="list-style-type: none"> <li>• significant local features such as parks, community facilities and open space, water courses and heritage items;</li> <li>• the location of wetlands on and adjacent to site;</li> <li>• the location and uses of existing buildings, shopping and employment areas;</li> <li>• traffic and road patterns, pedestrian routes and public transport nodes; and</li> <li>• The existing site plan and locality plan should be supported by a written explanation of the local and site constraints and opportunities revealed through the above documentation.</li> </ul> </li> <li>5. A <b>zoning plan</b> must be provided which shows the existing and proposed zoning overlaid with the proposed development layout. An extract of the land use table or relevant clauses from the subject LEP is required.</li> <li>6. <b>Subdivision and Layout Plans</b> are to be drawn to scale and illustrate the following general features: <ul style="list-style-type: none"> <li>• Location, boundary dimensions, site area and north point of the land, and names of roads fronting the land;</li> <li>• Title showing the description of the land with current lot and DP numbers etc;</li> <li>• Location of any existing building envelopes or structures on the land;</li> <li>• Location of all structures proposed and retained on site;</li> <li>• Proposed dwelling types;</li> <li>• Location of proposed public open space;</li> <li>• Location and extent of asset protection zones, riparian corridors and buffers to wetlands/watercourses;</li> <li>• Public domain works, proposed communal facilities and servicing points;</li> <li>• Indicative building heights shown as building envelopes in elevation, significant level changes;</li> <li>• Parking and vehicular access arrangements;</li> <li>• Pedestrian access to, through and within the site;</li> <li>• Location and details of all proposed roads and footpaths (including road hierarchy);</li> <li>• Location and details of access points to the development;</li> <li>• Existing vegetation on the land and vegetation to be retained;</li> <li>• Location of services and infrastructure, and proposed methods of</li> </ul> </li> </ol>
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	<p>draining the land;</p> <ul style="list-style-type: none"> <li>• Any easements, covenants or other restrictions either existing or proposed on the site; and</li> <li>• Type of subdivision proposed (Torrens, strata and/or community title).</li> </ul> <p><u>For the project application</u>, plans should also include:</p> <ul style="list-style-type: none"> <li>• Detailed drawings indicating all proposed infrastructure including roads, water supply, water re-use, sewerage and earthworks. A plan is to be provided showing the location of future sewage pumping station sites including sewerage rising main land and easement corridors (if required).</li> <li>• Cross sections of roads, including gradients, widths, road names, footpaths etc; and</li> <li>• Cut and Fill plans showing proposed earthworks including existing and proposed finished levels in relation to roads, footpaths and structures.</li> </ul> <p><b>7. Architectural Drawings (for the project application)</b> are to be drawn to scale and illustrate the following general features:</p> <ul style="list-style-type: none"> <li>• the location of any existing building envelopes or structures on the land;</li> <li>• the floor plans;</li> <li>• the location of lifts, stairs and corridors;</li> <li>• section plans;</li> <li>• fenestrations, balconies and other features;</li> <li>• communal facilities and servicing points;</li> <li>• the height of the proposed development in relation to the land;</li> <li>• significant level changes;</li> <li>• parking and vehicular access arrangements; and</li> <li>• pedestrian access to, through and within the site.</li> </ul> <p><b>8. Elevations</b> – of the proposed buildings drawn to the same scale as the architectural drawings. The elevations are to indicate height and key datum lines, building length and articulation, the composition of the façade and roof design, existing buildings on the site, building entries (pedestrian, vehicular and service), and profile of buildings on adjacent properties.</p> <p><b>9. Shadow Diagrams</b> – diagrams showing solar access to the site and adjacent properties, including the public reserve, at summer solstice (Dec 21), winter solstice (Jun 21) and the equinox (Mar 21 and Sept 21) at 9am, 12 midday, 3pm and 6.30pm.</p> <p><b>10. View analysis</b> – artist's impression, photomontages, etc of the proposed development in the context of the surrounding development.</p> <p><b>11. Stormwater Management Plan</b> - illustrating the concept for stormwater management from the site and must include details of any major overland flow paths through the site and any discharge points to the street drainage system. Where an on-site detention system is required, the type and location must be shown and must be integrated with the proposed landscape design. Site discharge calculations should be provided. Concept design must include parameters for the collection (traditional and non traditional), trunk transportation, disposal and water quality treatment components. The conceptual design must show the location of stormwater management components and map and assess the existing stormwater network (between Angels Close and Goldens Road).</p> <p><b>12. Landscape Concept Plan</b> – plan or drawing that shows the basic detail of planting design and plant species to be used, listing botanical and common names, mature height and spread, number of plants to be utilised and surface treatments (i.e. pavers, lawn etc);</p> <p><b>13. Erosion and Sediment Control Plan (for project application)</b> – plan or drawing that shows the nature and location of all erosion and sedimentation control measures to be utilised on the site;</p> <p><b>14. Construction Management Plan (for project application)</b> – a plan which outlines traffic and pedestrian management during construction and management of impacts on amenity of adjoining properties and</p>
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	appropriate mitigation measures including noise, dust and sediment and erosion controls.
<b>Specialist advice</b>	Specialist advice, where required to support your Environmental Assessment, must be prepared by suitably qualified and practising consultants.
<b>Documents to be submitted</b>	Both hard copy and electronic versions of the Environmental Assessment will be required to be submitted. Please contact the Department prior to submitting your Environmental Assessment to determine how many copies will be required. If the Environmental Assessment is bulky, you will be required to package up each Environmental Assessment ready for distribution by the Department to key agencies.
<b>Electronic Documents</b>	All electronic documents presented to the Department for publication via the Internet should be approximately 5 Mb. Large files of more than 5 Mb will need to be broken down and supplied as different files.

## Attachment 3

### State Government technical and policy guidelines

The following list provides relevant technical and Policy Guidelines which may assist in the preparation of the Environmental Assessment. It should be noted, however, that this list is not exhaustive as other documents and policies may need to be reviewed. It is also important to note that not of all of these guidelines may be relevant to your proposal.

The majority of these documents can be found on the relevant Departmental Websites, on the NSW Government's on-line bookshop at <http://www.bookshop.nsw.gov.au> or on the Commonwealth Government's publications website at <http://www.publications.gov.au>.

Aspect	Policy /Methodology
<b>Biodiversity</b>	
	Draft Guidelines for Threatened Species Assessment (DEC & DPI, 2005)
	Threatened Biodiversity and Threatened Species Assessment – Guideline for Developments and Activities – Working Draft 2004 <a href="http://www.environment.nsw.gov.au/resources/nature/TBSAGuidelinesDraft.pdf">http://www.environment.nsw.gov.au/resources/nature/TBSAGuidelinesDraft.pdf</a>
	Threatened species survey and assessment guidelines: field survey methods for fauna – Amphibians (DECC 2009) <a href="http://www.environment.nsw.gov.au/resources/threatenedspecies/09213amphibians.pdf">http://www.environment.nsw.gov.au/resources/threatenedspecies/09213amphibians.pdf</a>
	Threatened Species Assessment Guidelines – The Assessment of significance (DECC 2007 and DPI 2008)
	Principles for the use of Biodiversity Offsets in NSW (DECC 2008) <a href="http://www.environment.nsw.gov.au/biocertification/offsets.htm">http://www.environment.nsw.gov.au/biocertification/offsets.htm</a>
	The Biobanking Assessment Methodology (DECC 2008) ( <a href="http://www.environment.nsw.gov.au/biobanking/assessmethodology.htm">http://www.environment.nsw.gov.au/biobanking/assessmethodology.htm</a> )
	Guidelines for Development Adjoining DECC Land (DECC, 2008)
	Why do Fish Need to Cross the Road? Fish Passage Requirements for Waterway Crossings (NSW Fisheries, 2003)
	Policy and Guidelines: Aquatic Habitat Management and Fish Conservation (NSW Fisheries, 1999)
	Threatened Species Management Manual (NPWS, 1998)
<b>Coastal Planning</b>	
	NSW Coastal Policy 1997 - A sustainable Future for the New South Wales Coast, NSW Government, 1997
	Coastal Design Guidelines for NSW, PlanningNSW, February 2003
	Coastline Management Manual (NSW Government 1990)
<b>Community Consultation</b>	
	Guidelines For Major Project Community Consultation, (NSW Department of Planning, 2007)
<b>Bushfire</b>	
	Planning for Bushfire Protection 2006 (NSW Rural Fire Service)
<b>Contamination and Soils</b>	
	Managing Land Contamination: Planning Guidelines SEPP 55 – Remediation of Land (DUAP & EPA, 1998)
	Best Practice in Contaminated Sites (Commonwealth DEH, 1999, ISBN 0 642 546460)
	Contaminated Sites – Guidelines for Consultants Reporting on Contaminated Sites (EPA 1997)
	Contaminated Sites – Guidelines for the NSW Site Auditor Scheme (EPA 1998)

Aspect		Policy /Methodology
		Contaminated Sites: Sampling Design Guidelines (EPA, 1999)
		NSW Acid Sulfate Soil Management Advisory Committee - Acid Sulfate Soil Manual (ASSMAC,1998).
		National Environment Protection (Assessment of Site Contamination) Measure (NEPC 1999)
<b>Environmental Management Systems</b>		
		NSW Government Interim Water Quality and River Flow Environmental Objectives (DEC)
		Guidelines for the preparation of Environmental Management Plans (DIPNR, 2004)
<b>Heritage</b>		
<b>Aboriginal</b>		Draft Guidelines for Aboriginal Cultural Heritage Impact Assessment and Community Consultation (DEC, 2005)
		Interim Community Consultation Requirements for Applicants (DEC, 2004)
<b>Non-Indigenous</b>		Assessing Heritage Significance Update for Heritage Manual, NSW Heritage Office, 2000
		Statements of Heritage Impact, NSW Heritage Office 2002
		NSW Heritage Manual, NSW Heritage Office 1996
<b>Noise</b>		
		NSW Industrial Noise Policy, DEC, 2000
		Environmental Criteria for Road Traffic Noise (EPA, 1999)
		Acoustics - Road traffic noise intrusion - Building siting and construction (Standards Australia, 1989, AS 3671-1989)
		Interim Construction Noise Guideline (DECC 2009)
<b>Safety and Hazards</b>		
		Electrical Safety Guidelines (Integral Energy)
		Crime prevention and assessment of development applications 2001
<b>Sustainability</b>		
		Department of Water and Energy and the Guidelines for Energy Savings Action Plans (DEUS 2005).
<b>Traffic &amp; Transport</b>		
		Guide to Traffic Engineering and Guide to Geometric Design of Rural Roads (Austroads, 2003, AP-G1/03)
		Guide to Traffic Generating Developments (RTA, 2002)
		Integrating Land Use and Transport Policy package (DUAP, 2001)
		Planning Guidelines for Walking and Cycling ( DIPNR and RTA, 2004)
		Improving Transport Choice: Guidelines for planning and development (DUAP, Transport NSW & RTA 2001)
<b>Urban Design: Cycleway/Pathway Design</b>		
		Guidelines for the Design and Construction of Paths and Cycleways along Watercourses and Riparian Areas (Version 2) (DIPNR/DNR)
<b>Vibration</b>		
		Assessing Vibration: A Technical Guideline (DEC, 2006)
<b>Water</b>		
<b>Water Quality</b>		Water quality guidelines for the protection of aquatic ecosystems for upland rivers. (ANZECC, 2000)
		National Water Quality Management Strategy: Australian and New Zealand Guidelines for Fresh and Marine Water Quality (ANZECC 2000)
		National Water Quality Management Strategy: Australian Guidelines for

Aspect	Policy /Methodology
	Water Quality Monitoring and Reporting (ANZECC 2000)
<b>Effluent Reuse</b>	Environmental Guidelines for the Utilisation of Treated Effluent by Irrigation (NSW DEC 2004)
<b>Floodplain</b>	NSW Government Floodplain Development Manual - the Management of Flood Liable Land (DIPNR, 2005)
	Practical Consideration of Climate Change – Floodplain Risk Management Guideline (DECC, October 2007)
<b>Groundwater</b>	State Groundwater Policy Framework Document (DLWC 1997)
	NSW State Groundwater Quality Protection Policy (DLWC 1998)
	NSW Groundwater Dependent Ecosystem Policy (DLWC 2000)
	National Water Quality Management Strategy Guidelines for Groundwater Protection in Australia (ARMCANZ & ANZECC 1995)
<b>Riparian Corridors</b>	Guidelines for Controlled Activities (DWE 2008) <a href="http://www.dnr.nsw.gov.au/water/controlled_activity.shtml">http://www.dnr.nsw.gov.au/water/controlled_activity.shtml</a>
<b>Stormwater</b>	Managing Urban Stormwater: Soils & Construction – Volume 1 (NSW Landcom, March 2004) - "The Blue Book"
	Managing Urban Stormwater: Soils & Construction – Volume 2 (DECC, January 2008)
	Managing Urban Stormwater: Source Control (EPA 1998)
	Managing Urban Stormwater: Treatment Techniques (EPA 1998)
	Managing Urban Stormwater: Harvesting and Reuse (DEC, May 2006)
	Constructed Wetlands Manual (NSW DLWC 1998)
<b>Waterways</b>	Waterways Crossing Design & Construction (Version 4 – DIPNR/DNR Draft Guidelines)
<b>Wetlands</b>	NSW Wetlands Management Policy (DLWC 2000)

## **Attachment 4**

### **Agency Responses to Request for Key Issues**

#### **- For Information Only**

Department of Water and Energy (letter dated 2 July 2009)  
Rural Fire Service (letter dated 3 July 2009)  
Roads and Traffic Authority (letter dated 3 July 2009)  
Department of Primary Industries (letter dated 3 July 2009)  
Department of Environment and Climate Change (letter dated 6 July 2009)  
Mid Coast Water (letter dated 6 July 2009)  
Department of Lands (received 6 July 2009)  
Great Lakes Council (letter dated 6 July 2009)  
Hunter Catchment Management Authority (letter dated 8 July 2009)  
Country Energy (email dated 14 July 2009)  
Ministry of Transport (dated 20 July 2009)