



AGENDA

Town Planning Committee Tuesday, 6 September 2022 at 6:30 PM

Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Town of East Fremantle expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

Copyright

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Procedure for Deputations, Presentations and Public Question Time at Council Meetings

Council thanks you for your participation in Council Meetings and trusts that your input will be beneficial to all parties. Council has a high regard for community input where possible, in its decision making processes.

<p>Deputations</p> <p>A formal process where members of the community request permission to address Council or Committee on an issue.</p>	<p>Presentations</p> <p>An occasion where awards or gifts may be accepted by the Council on behalf of the community, when the Council makes a presentation to a worthy recipient or when agencies may present a proposal that will impact on the Local Government.</p>
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Procedures for Deputations

The Council allows for members of the public to make a deputation to Council on an issue related to Local Government business.

Notice of deputations need to be received by 5pm on the day before the meeting and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email admin@eastfremantle.wa.gov.au to arrange your deputation.

Where a deputation has been agreed to, during the meeting the Presiding Member will call upon the relevant person(s) to come forward and address Council.

A Deputation invited to attend a Council meeting:

- (a) is not to exceed five (5) persons, only two (2) of whom may address the Council, although others may respond to specific questions from Members;
- (b) is not to address the Council for a period exceeding ten (10) minutes without the agreement of the Council; and
- (c) additional members of the deputation may be allowed to speak with the agreement of the Presiding Member.

Council is unlikely to take any action on the matter discussed during the deputation without first considering an officer's report on that subject in a later Council agenda.

Procedure for Presentations

Notice of presentations being accepted by Council on behalf of the community, or agencies presenting a proposal, need to be received by 5pm on the day before the meeting and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email admin@eastfremantle.wa.gov.au to arrange your presentation.

Where the Council is making a presentation to a worthy recipient, the recipient will be advised in advance and asked to attend the Council meeting to receive the award.

All presentations will be received/awarded by the Mayor or an appropriate Councillor.

Procedure for Public Question Time

The Council extends a warm welcome to you in attending any meeting of the Council. Council is committed to involving the public in its decision-making processes whenever possible, and the ability to ask questions during 'Public Question Time' is of critical importance in pursuing this public participation objective.

Council (as required by the *Local Government Act 1995*) sets aside a period of 'Public Question Time' to enable a member of the public to put up to three (3) questions to Council. Questions should only relate to the business of Council and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Mayor may either answer the question or direct it to a Councillor or an Officer to answer, or it will be taken on notice.

Having regard for the requirements and principles of Council, the following procedures will be applied in accordance with the ***Town of East Fremantle Local Government (Council Meetings) Local Law 2016***:

1. Public Questions Time will be limited to ten (10) minutes.
2. Public Question Time will be conducted at an Ordinary Meeting of Council immediately following "Responses to Previous Public Questions Taken on Notice".
3. Each member of the public asking a question will be limited to two (2) minutes to ask their question(s).
4. Questions will be limited to three (3) per person.
5. Please state your name and address, and then ask your question.
6. Questions should be submitted to the Chief Executive Officer in writing by 5pm on the day before the meeting and be signed by the author. This allows for an informed response to be given at the meeting.
7. Questions that have not been submitted in writing by 5pm on the day before the meeting will be responded to if they are straightforward.
8. If any question requires further research prior to an answer being given, the Presiding Member will indicate that the "question will be taken on notice" and a response will be forwarded to the member of the public following the necessary research being undertaken.
9. Where a member of the public provided written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
10. A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.

During the meeting, no member of the public may interrupt the meetings proceedings or enter into conversation.

Members of the public shall ensure that their mobile telephone and/or audible pager is not switched on or used during any meeting of the Council.

Members of the public are hereby advised that use of any electronic, visual or audio recording device or instrument to record proceedings of the Council is not permitted without the permission of the Presiding Member.

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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Town Planning Committee will be held on 6 September 2022 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



GARY TUFFIN

Chief Executive Officer

31 August 2022

AGENDA

1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

2 ACKNOWLEDGEMENT OF COUNTRY

"On behalf of the Council I would like to acknowledge the Whadjuk Nyoongar people as the traditional custodians of the land on which this meeting is taking place and pay my respects to Elders, past and present."

3 ANNOUNCEMENT TO GALLERY

"Members of the gallery are advised that no Council decision from tonight's meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision."

4 RECORD OF ATTENDANCE

4.1 ATTENDANCE

4.2 APOLOGIES

Mayor O'Neill

4.3 APPROVED LEAVE

5 MEMORANDUM OF OUTSTANDING BUSINESS

6 DISCLOSURES OF INTEREST

6.1 FINANCIAL

6.2 PROXIMITY

6.3 IMPARTIALITY

7 7. PUBLIC QUESTION TIME

7.1 RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

7.2 PUBLIC QUESTION TIME

8 PRESENTATIONS/DEPUTATIONS

8.1 PRESENTATIONS

8.2 DEPUTATIONS

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 TOWN PLANNING COMMITTEE (2 AUGUST 2022)

9.1 OFFICER RECOMMENDATION

That the minutes of the Town Planning Committee meeting held on 2 August 2022 be confirmed as a true and correct record of proceedings.

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

11 REPORTS OF COMMITTEES

Nil

12 REPORTS OF OFFICERS (COMMITTEE DELEGATION)

Reports start on the next page

12.1 7 RIVERSIDE ROAD - CARPORT

Owner	Gordon Lee
Applicant	Gordon Lee
Report Reference Number	TPR-1054
Planning Reference Code	P56/22
Prepared by	Andrew Malone
Supervised by	
Meeting date	Tuesday, 6 September 2022
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Site photos
3. Plans submitted 28 March 2022
4. Photograph of garage
5. Community consultation checklist

PURPOSE

The purpose of this report is for Council to consider a development application a carport at 7 (Lot 8) Riverside Road, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes a carport at 7 Riverside Road, East Fremantle. The property is not heritage listed. Four variations are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines in relation to lot boundary setbacks (2 locations), carport width and roof pitch.

The following variations to the Residential Design Codes and the Residential Design Guidelines are requested;

- (i) Clause 5.1.3 – Residential Design Codes – Front Boundary Setback – Northern Wall - Carport – 2m required (or 1.2 metres behind the established building line), 0.69m provided
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – Western Wall – Carport – 1.5m required, 1.4m provided
- (iii) Clause 3.7.16.3.3 – Residential Design Guidelines – Carport Width – 30% maximum width required, greater than 30% width
- (iv) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided

The proposed development application is recommended for approval subject to the conditions included in the final recommendation.

BACKGROUND

Zoning	Residential R20/ R40
Site Area	395m ²
Heritage	Nil
Fremantle Port Buffer	Yes
Previous Decisions of Council and/or History of Issue Onsite	Nil

CONSULTATION

Advertising

The proposed development was advertised to surrounding properties from 15 June to 1 July 2022. The applicant received formal support from three adjoining neighbours and two objections (from the same property) were received and are included below.

Submission	Applicant Response	Officer Response
<p>Submission 1 I object to the proposal. Such a structure will seriously impact on our views and such a gable structure will possibly result in glare/ sun problems.</p> <p>Also, our personal opinions are the structure is too close to the road.</p> <p>Submission 2 The proposed gable construction in hand with the carports excessive height is the problem in so far as it would be: Visually overwhelm our home by its sheer size as well as obstruct our views to Fremantle and the west. The gable roof would be a glare factor as it would be so close to our only outside entertaining area. (a few metres) From The Towns streetscape point of view, we believe the proposal is too tall and too close to the road.</p>	<p>Re: Application for car port at 7 Riverside Road East Fremantle In response to the submission objecting to our proposal, we advise the following:</p> <p>LOSS OF VIEWS ACROSS OUR PROPERTY This would be an absolute minimum and would only involve at most loss of view of a piece of the roadway from the lowest level. The neighbour concerned has added his own patio roof and more recently added a structure which impedes his view towards our property. We intend growing some shrubs/bushes along the eastern side of the carport which will hide the carport from the east.</p> <p>GLARE There would be no glare. The roof has been designed to have no glare towards adjoining neighbours. It is proposed that the roof sheeting be Colorbond Shale Grey, which has a solar absorptance level of 0.43 and sits in the medium range for absorptance in the BASIX system. Considerably more glare already comes off the river.</p> <p>STREETSCAPE The view from the front towards the house will be attractive and sit nicely with the original design of the home. One neighbour (adjacent to the objector) stated the carport was 'well designed' and 'looks lovely'.</p>	<p>Noted.</p> <p>The matters of view corridors, glare, streetscape and proximity to the road are all addressed in the comment section of this report. The applicant has requested that the assess the carport under the Performance provisions of the relevant legislation where the development does not comply with the Deemed to Comply/ Acceptable Development provisions.</p>

	<p>She regularly walks past, often twice a day.</p> <p>HEIGHT AND CLOSE TO ROAD The proposed height was designed to sit with the form of the house and high enough to take a medium size domestic vehicle. It will be wholly located within our boundary. The carport will be 4 posts and a roof, giving excellent vision, over, under and through. Very little difference to having a car parked there. And not a solid structure as are the adjoining garages and alfresco areas.</p>	
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Community Design Advisory Committee

This application was not provided to the Community Design Advisory Committee (CDAC) as administration has determined at this time it is not appropriate to undertake the CDAC meeting because of restrictions and risks associated with the Covid virus.

Internal Consultation

Nil

External Consultation

Nil

STATUTORY ENVIRONMENT

Planning and Development Act 2005
Residential Design Codes (Volume 1)
Local Planning Scheme No 3

POLICY IMPLICATIONS

Town of East Fremantle Residential Design Guidelines 2016

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states as follows.

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

3.1 Facilitates sustainable growth with housing options to meet future community needs.

3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

- 3.2 *Maintaining and enhancing the Town's character.*
 - 3.2.1 *Ensure appropriate planning policies to protect the Town's existing built form.*
- 3.3 *Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.*
 - 3.3.1 *Continue to improve asset management within resource capabilities.*
 - 3.3.2 *Plan and advocate for improved access and connectivity.*

RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

SITE INSPECTION

A site inspection was undertaken.

COMMENT

Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No 3, the Residential Design Codes and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback	4m/6m	0.69m	D
Minor incursions			N/A
Lot Boundary Setbacks			
Western wall - carport	1.5m	1.4m	D
Eastern wall - carport	1.5m	4.2m	A
Open Space	45%	>45%	A
Site Works			N/A
Visual privacy			N/A
Overshadowing	25%	<25%	A
Drainage	To be conditioned		

Residential Design Guidelines

Design Element	Required	Proposed	Status
Roof form and pitch	28 to 36 degrees	14 degrees	D
Materials and colours			A
Landscaping			A
Front fence			N/A
Pergolas			N/A
Footpaths and crossovers	N/A		
Wall height	5.6m	2.4m	A
Roof height	8.1m	3.5m	A

Garages and carport setback	1.2m setback behind building	In front	D
Garages and carport width	30% of lot width	50%	D

This development application proposes a carport to the front of the property at 7 Riverside Road, East Fremantle. The property is not on the Town's heritage list. Four variations are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines in relation to lot boundary setbacks (2 locations), roof pitch and garage width.

The applicant has provided the following justification for the proposed carport, but primarily requests the carport to assist with aging in place:

- *We are long-time residents and are trying to make our home safe and easier for us to live in during our old age so that we can stay here.*
- *It is easier for us to park on the driveway and enter into the house by going up the outside stairs which have a lower rise than the inside stairs. We shall avoid having a lift for as long as possible, because the stairs are good for our fitness.*
- *We do have a car space in the garage (pic attached), but it is very narrow and getting harder to negotiate without knocking the car or the building wall, so it would be more sensible for us to park two cars outside. One spot could be used by a live-in carer. We like to look after our cars, so a carport outside would be a big help.*
- *It would be an advantage to us to have the extra room in the garage to pursue activities, keeping us fit and fulfilled at home.*
- *The inside space created will be used for table tennis, the exercise bike, storing the crabbing, fishing, and swimming.*

Lot Boundary Setback – Southern Wall – Carport

The proposed carport is located along the southern boundary. In accordance with the Residential Design Codes deemed to comply clause 5.2.1 C1.2, which states:

C.1.2 Carports set back in accordance with the primary street setback requirements of clause 5.1.2 C2.1i, except that the setback may be reduced by up to 50 per cent of the minimum setback stated in Table 1 where:

- the width of the carport does not exceed 60 per cent of the frontage;*
- the construction allows an unobstructed view between the dwelling and the street, right-of-way or equivalent; and*
- the carport roof pitch, colours and materials are compatible with the dwelling*

In this instance the property has a dual codes R20/R40 as per Clause 5.3.2 of the Local Planning Scheme. It is understood the property was developed at an R40 density and therefore it is considered appropriate to assess the carport at the development standards of R40.

Based on the above a wall that is 5.6m long, 5.7m wide and 2.4m high without major openings is required to be 2m from the boundary utilising the provisions of C1.2. The setback from the front (Riverside Road) of the property is 0.69m.

Further it is noted the Town's Residential Design Guidelines require a carport to be setback 1.2 metres behind the building line. This cannot be achieved as the existing dwelling is constructed with minimal setbacks to both side boundaries.

The carport can be supported in accordance with design principles 5.2.1, which states:

P1.1 Carports and garages set back to maintain clear sight lines along the street, to not obstruct views of dwellings from the street and vice versa and designed to contribute positively to streetscapes and to the appearance of dwellings.

P1.2 Garages and/or carports set back to ensure any vehicle parking on a driveway does not impede on any existing or planned adjoining pedestrian, cycle or dual-use path.

The proposal can be supported for the following reasons;

- More effective use is made of the space on the lot. As indicated an existing under-croft garage exists, however as demonstrated by the image provided by the applicant, there is restricted space within the garage which limits its use (attachment 4),
- The carport is set back to maintain clear sight lines along the street and does not obstruct views of dwellings from the street
- The carport has been set back to be located wholly within the property line of the lot and designed to ensure any vehicle parking on a driveway does not impede on any existing or planned adjoining pedestrian, cycle or dual-use path
- Whilst there will be an impact of building bulk on the streetscape, there are several properties within the immediate proximity of the property which have structures, specifically garages that are located close to the Riverside Road boundary. The proposal is for a carport, which is permeable, to be constructed close to the boundary. The simplistic design including the roof pitch of the carport, allows the dwelling to dominate the streetscape.
- The structure is not habitable and causes no overlooking and loss of privacy on adjoining properties,
- The structure is considered to have minimal impact to the view corridors of the neighbour as currently two large banana plants obscure the views of the neighbour. The proposed carport will be located in a similar location.
- Does not have a significant adverse impact on the adjoining property.

The carport is located in an area that already has car bays. The applicant is attempting to provide flexibility to the current dwelling to facilitate aging in place. 12 Canning Highway and the neighbouring property at 5/5A Riverside Road have garage located in the front setback area. The proposed carport will allow for more visual permeability but is considered consistent with these structures. There are no significant amenity impacts on the surrounding properties from the reduced lot boundary setback.

Lot Boundary Setback – Western Wall

The proposed carport is located within 1.4m from the western boundary. In accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1 a wall that is 5.6m in length and 2.4m high, when considered with the minimal setback of the existing dwelling (on the boundary) is required to be 1.5m from the boundary. The reduced lot boundary setback can be supported in accordance with design principles 5.1.3 P3.1 for the following reasons;

- There is minimal impact of building bulk on adjoining properties to the west. The carport adjoins two garages to the west which would have a great bulk impact than the proposed structure,
- Adequate direct sunlight and ventilation is provided to the building and open spaces on site and the adjoining properties,
- There is no loss of privacy on adjoining properties from the proposed carport.

The setback from the boundary is appropriate for these reasons and the proposed reduction in lot boundary setback can be supported.

Roof Pitch

The roof pitch of dwellings in Plympton is supposed to be between 28 to 36 degrees in accordance with the Residential Design Guidelines acceptable development provisions 3.7.8.3 A4.1. In this case the carport roof has a roof pitch of 14 degrees. This reduces the overall height and bulk of the carport but also ensures the carport is located under the existing balcony steel beam to ensure the dwelling remaining the prominent structure from the streetscape. The proposed roof form can be supported because it complements the traditional form of surrounding development in the immediate locality in accordance with the performance criteria 3.7.8.3 P4.

Garage Width

Although only a two-car carport is proposed, its width of 50% of the lot width (5.7m of 11.4m wide lot) does not comply with the acceptable development provision 3.7.16.3.3 of the carport. Performance criteria 3.7.16.3.3.P1 and P2 requires that carports do not adversely impact the streetscape and are to be constructed of compatible materials. In this case it is compatible as the impact of the adjoining structures and garages have the streetscape. The carport is a lightweight structure that has been designed to maintain the dwelling and adjoining structures as the dominant structures on the street. In this instance there is limited adverse streetscape and design impacts cause from the proposed carport width. It is considered the carport width can be supported.

Submissions from Advertising

It is noted that there were two negative submissions received following advertising, however these were from the same property. As explained in the response to the submission earlier in this report, the objector has specifically raised view corridors and glare as impacts. The submitter claims that views will be lost from the property. It is noted that the carport is located adjoining the submitters property to the west. Existing vegetation already obstructs these views. Existing screening to the outdoor area of the neighbour's property also obstructs views. It is considered the proposal will have limited impact to the view corridor of the neighbour. Notwithstanding the above unlimited views for the full length of the river are not guaranteed. Views of the river are still possible from the dwelling and from the outdoor area to the front of the property.

As noted by the applicant the roof material is shale grey, which has minimal reflective values. The location and pitch of the roof will also limit potential glare. The applicant also intends to plant vegetation on the eastern elevation of the carport which will reduce any perceived bulk and minimize glare.

It is considered the proposed carport can be supported.

CONCLUSION

Based on the preceding assessment and report this development application can be supported subject to the conditions being included in the final recommendation.

12.1 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

12.1 OFFICER RECOMMENDATION

That development approval is granted and Council exercises its discretion regarding the following:

- (i) Clause 5.1.3 – Residential Design Codes – Front Boundary Setback – Northern Wall – Carport – 2m required (or 1.2 metres behind the established building line), 0.69m provided
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – Western Wall – Carport – 1.5m required, 1.4m provided
- (iii) Clause 3.7.16.3.3 – Residential Design Guidelines – Carport Width – 30% maximum width required, greater than 30% width
- (iv) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided

for a carport at No. 7 (Lot 8) Riverside Road, East Fremantle, in accordance with the plans submitted 8 July 2022, subject to the following conditions:

1. The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with Council's further approval.
2. The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by Council.
3. Regarding the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for Council's attention.
4. All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
5. All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
6. Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified, or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
7. This development approval is to remain valid for a period of 24 months from date of this approval.

Footnote:

The following are not conditions but notes of advice to the applicant/owner.

- (i) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (ii) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (iii) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Council's crossover policy, the Residential Design Guidelines and the Urban*

Streetscape and Public Realm Style Guide if there any proposed changes to the crossover. This application and relevant information are available at the following links;

Crossover Specifications

https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover_Specification_2017.pdf

Residential Design Guidelines

https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf

Urban Streetscape and Public Realm Style Guide

<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>

Application to Conduct Crossover Works

https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application_to_conduct_crossover_works.pdf

- (iv) It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.***
- (v) All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).***
- (vi) Matters relating to dividing fences are subject to the Dividing Fences Act 1961.***

12.1 REPORT ATTACHMENTS

Attachments start on the next page

7 Riverside Road – Location and Advertising Plan



7 Riverside Road – Site Photographs





planning

7/06/2022



Proposed carport roof pitch reduced to 14 degrees to fit beneath existing verandah beam

john
Chisholm design
environmental heritage contemporary
0838 533 355
info@chisholm.com.au
perth@chisholm.com.au

bd
BIDAWA BUILDING DESIGNERS ASSOCIATION OF WESTERN AUSTRALIA INC.
Copyright

Project:
**Proposed Carport
7 Riverside Rd.
East Fremantle**

Drawing:
Proposed Carport Plan

REV.	AMENDMENT	DATE
1	Issued for planning	07/06/2022

Date: 7/06/2022
Job No: 2224
The builder must verify all dimensions on site before commencing any work or shop dwgs.

Drawn: JC
Dwg No: **A201**
Rev: -

planning



north west



north east

john Chisholm design environmental heritage contemporary 0818 833 329 jcd@chisholm.com.au jcd@chisholm.com.au	NATIONAL ASSOCIATION OF BUILDING DESIGNERS OF WESTERN AUSTRALIA INC. Copyright	Project: Proposed Carport 7 Riverside Rd. East Fremantle	Drawing: images	Date:	8/06/2022	Drawn:	JC
				Job No:	2224	Dep No:	A202
1 issued for planning 07/11/2022 REV. AMENDMENT DATE				The builder must verify all dimensions on site before commencing any work or shop draw.			



Community Engagement Checklist

Development Application P56/22 – 7 Riverside Road

Objective of Engagement	Neighbour Consultation		
Lead Officer:	Regulatory Services		
Stakeholders			
Stakeholders to be Considered <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted) <input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted) <input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers <input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed <input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors <input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers <input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers <input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth <input type="checkbox"/>
	Indigenous	<input type="checkbox"/>	<input type="checkbox"/>
Neighbouring LGs	<input type="checkbox"/>	<input type="checkbox"/>	
Staff to be notified:	Office of the CEO	<input type="checkbox"/>	Councillors <input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants <input type="checkbox"/>
	Development Services	<input type="checkbox"/>	<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>	<input type="checkbox"/>
Community Engagement Plan			
Methods	Responsible	Date Due	Reference / Notes
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	1/07/2022	<input checked="" type="checkbox"/> Advertised to 5 surrounding properties
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
^Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Evaluation			
Summary of...		Date Due	Completed / Attached
Feedback / Results/ Outcomes / Recommendations		1/07/2022	
Outcomes Shared			
Methods	Responsible	Date Due	Reference / Notes
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
	<input type="checkbox"/>		
	<input type="checkbox"/>		
Notes			

12.2 29 SEWELL STREET - ALTERATIONS AND ADDITIONS

Owner	Storme John
Applicant	John Lewis (Architect)
Report Reference Number	TPR-1066
Planning Reference Code	P63/22
Prepared by	James Bannerman
Supervised by	Andrew Malone
Meeting date	Tuesday, 6 September 2022
Voting requirements	Simple majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Photos
3. Plans submitted 29 June 2022
4. Heritage impact assessment
5. Place record form
6. Community consultation checklist

PURPOSE

The purpose of this report is for Council to consider a development application for proposed alterations and additions at 29 (Lot 231) Sewell Street, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes alterations and additions at 29 (Lot 231) Sewell Street, East Fremantle. The property is on the Town's heritage list and categorised as Category B. The front section of the dwelling which is the heritage listed property is being retained with some minor modifications. Towards the rear additions are proposed which significantly increase the dwelling size. The approach adopted has been to maintain a single storey dwelling to minimise adverse impacts on the neighbouring properties. There are 5 variations to the Residential Design Codes and the Residential Design Guidelines that are proposed including;

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – 1m required, 0.715m provided,
- (ii) Clause 5.1.4 – Residential Design Codes – Open Space – 50% required, 47.63% provided,
- (iii) Clause 5.2.5 – Residential Design Codes – Sightlines – Truncation or wall height reduction required, high visual permeability provided,
- (iv) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided, and
- (v) Clause 5.3.5 - Residential Design Codes – Driveway Length – max 15m required, more than 15m required.

The proposed development application is recommended for approval subject to the conditions included in the final recommendation.

BACKGROUND

Zoning	Residential R20
Site Area	509m ²

Heritage	Category B
Fremantle Port Buffer	Area 2
Previous Decisions of Council and/or History of Issue Onsite	Nil

CONSULTATION

Advertising

The proposed development was advertised from 1 to 18 July 2022. One submission was received and is included below.

Submission	Applicant Response	Officer Response
Submission 1 I support the proposal. We have met with the owners of 29 Sewell Street and are happy with their proposed developments.	No formal response received although applicant stated that discussions had been held with neighbouring property owners to inform of plans regarding development.	Noted.

Community Design Advisory Committee

This application was not provided to the Community Design Advisory Committee (CDAC) as administration has determined at this time it is not appropriate to undertake the CDAC meeting because of restrictions and risks associated with the Covid virus.

External Consultation

The development application was referred to the Water Corporation on 29 June 2022. The following response was received.

Thank you for email dated 29/06/2022 regarding the above development application. The Corporation offers the following comments.

Water and Wastewater Services

Reticulated water and sewerage are currently available to the subject land.

Protection of Services

It should be noted that existing sewerage mains are located in close proximity to the development (plan attached). Due consideration will be required when developing in this area. The developer is required to fund the full cost of protecting or modifying any of the existing infrastructure which may be affected by the proposed development (plan attached). The proponent will be advised on the specific details related to buildings close to the existing sewer at building stage of development (i.e., required piling).

General

The developer is required to fund the full cost of protecting, modifying, or upgrading any of the existing infrastructure which may be affected by the proposed development.

The applicant should be advised that this proposal will require approval by our Building Services section prior to commencement of works. Fees may be required to be paid prior to approval being issued.

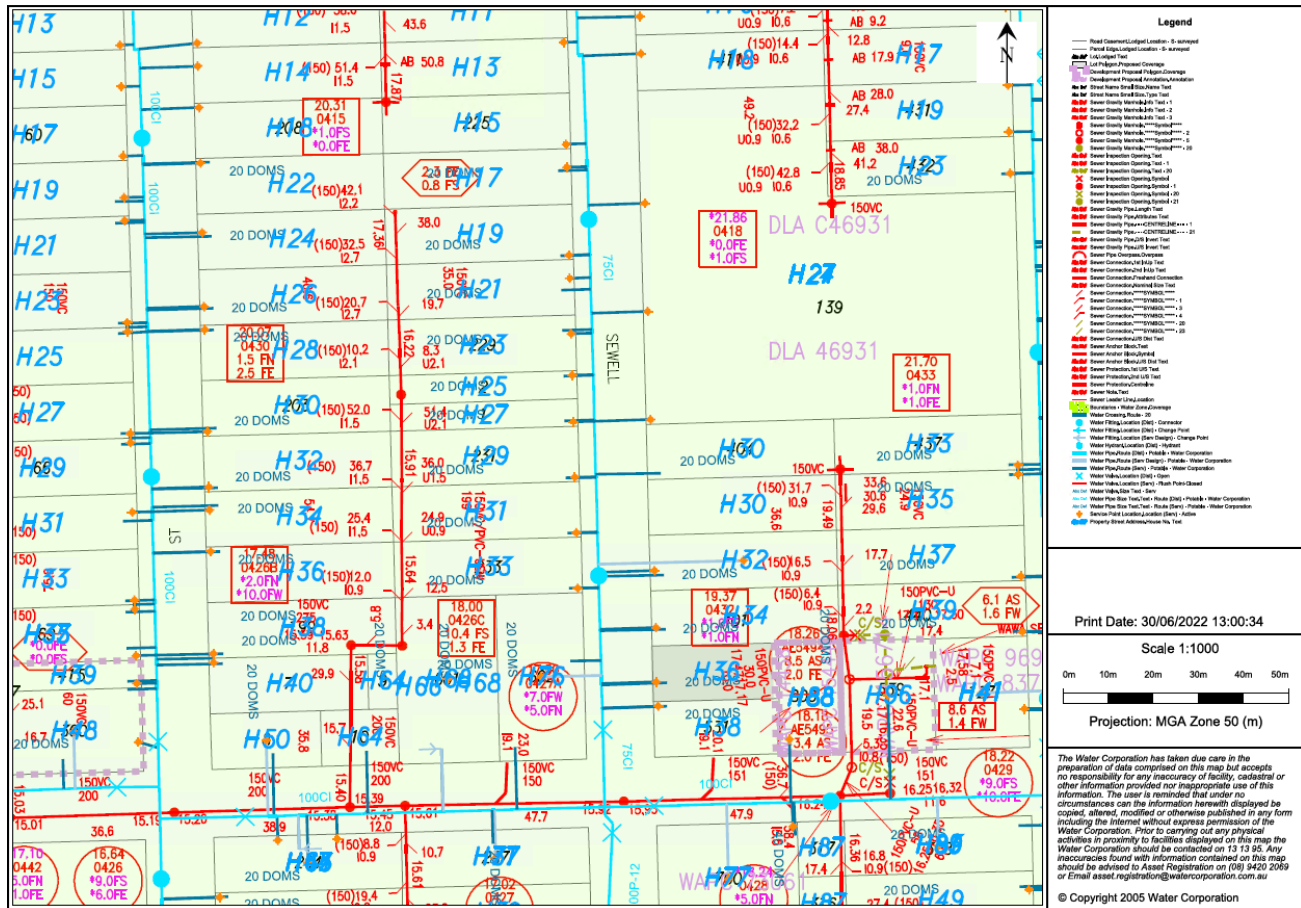
For further information about building applications, the developer should follow this link:

<https://www.watercorporation.com.au/home/builders-and-developers/building/lodging-a-building-application>

If the application is retrospective, approval by our Building Services section is still required.

The information provided above is subject to review and may change. If the proposal has not proceeded within the next 6 months, please contact us to confirm that this information is still valid.

Please provide the above comments to the landowner, developer and/or their representative.



Internal Consultation

The development application was referred to Operations for their comment. No comment received.

STATUTORY ENVIRONMENT

Planning and Development Act 2005
 Residential Design Codes (Volume 1)
 Local Planning Scheme No 3

POLICY IMPLICATIONS

Town of East Fremantle Residential Design Guidelines 2016

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states as follows;

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

3.1 Facilitates sustainable growth with housing options to meet future community needs.

3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

3.2 Maintaining and enhancing the Town's character.

3.2.1 Ensure appropriate planning policies to protect the Town's existing built form.

3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.

3.3.1 Continue to improve asset management within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

SITE INSPECTION

A site inspection was undertaken.

COMMENT

Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No 3, the Residential Design Codes and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback			N/A
Minor incursions			N/A
Lot Boundary Setbacks			
Southern wall – garage, pantry	0m for 1/3 of boundary length behind setback	0m	A
Southern wall – kitchen, living, hall	1.1m	1.1	A
Southern wall - laundry	0m for 1/3 length if boundary behind front setback	0m	A
Western wall – laundry, ensuite, WIR, bed 1	2.5m	2.819m	A
Northern wall – bed 1	0m for 1/3 length if boundary behind front setback	0m	A
Northern wall - alfresco	1m	1m	A

Northern wall – dining, study	0m for 1/3 length if boundary behind front setback	0m	A
Northern wall - linen	1m	1.65m	A
Northern wall – bath, activity	1.0m	0.715m	D
Open Space	50%	47.63%	D
Car Parking	2 car bays	2 car bays	A
Maximum roof height	8m	<8m	A
Maximum wall height	7m	<7m	A
Site Works			N/A
Visual Privacy			
Bed 1	4.5m	Highlight windows	A
Overshadowing	<25%	21.6%	A
Drainage	To be conditioned		

Residential Design Guidelines

Design Element	Required	Proposed	Status
Roof form and pitch	28 to 36 degrees	<28 degrees	D
Materials and colours	Colours and materials shown		A
Landscaping	2m x 2m planting zone and tree	Shown on plans - condition	A
Front fence	Truncation required	High visual permeability	D
Pergolas			N/A
Footpaths and crossovers – no change	N/A		
Garages and carport	30% maximum lot width	28%	A

COMMENTS

This development application proposes alterations and additions at 29 (Lot 231) Sewell Street, East Fremantle. The property is on the Town's heritage list and categorised as Category B. A heritage impact assessment was undertaken to confirm that the proposed development does not significantly detract from the existing heritage dwelling. The front section of the dwelling which is the heritage listed property is being retained with some minor modifications.

Towards the rear, additions are proposed which significantly increase the dwelling size. The approach adopted has been to maintain a single storey dwelling to minimise adverse impacts on the neighbouring properties. There are 5 variations to the Residential Design Codes and the Residential Design Guidelines that are proposed including lot boundary setback, open space, sightlines from the front fence, roof pitch and length of the driveway.

Lot Boundary Setback – Northern Wall – Bathroom & Activity Room

The northern wall of the original heritage building is having new windows installed but they are obscured and hence do not create a visual privacy issue. The wall location was established before contemporary design requirements were introduced. Nonetheless, the wall must be assessed against the current Residential Design Codes. In this case the wall is approximately 9.9m long and less than 3.5m high without major openings (due to their obscurity). The wall is located 0.715m from the boundary. The Residential Design Codes deemed to comply clause 5.1.3 C3.1 requires that the wall be located 1m from the boundary. In accordance with design principles 5.1.3 P3.1 the reduced lot boundary can be supported for the following reasons;

- Minimal impacts from building bulk on adjoining properties,
- Adequate sunlight and ventilation will be provided to the building and open spaces on the site and adjoining properties, and
- Minimal overlooking or loss of privacy on adjoining properties.

The wall has been in place for many years and the Town requires the original heritage dwelling to be retained, with minimal changes. As the wall is to the south of the neighbouring property, to the north there is no impact on sunlight and as the area is directly adjacent to the wall, it allows for adequate movement of air. There is no loss of privacy as the new windows being installed in the wall will have obscure glass below 1.6m from finished floor level so will ensure privacy between properties. The heritage impact assessment is supportive of the proposed development as well. For these reasons, the reduced setback to the boundary can be supported.

Open Space

The lot is required to have open space equal to 50% of its area in accordance with its density code of R20 and the Residential Design Codes deemed to comply clause 5.1.4 C4. In this case the proposed development results in 47.63% of the site being open space. The minor reduction in open space can be supported in accordance with design principles 5.1.4 P4 for the following reasons;

- It reflects the existing and desired streetscape characteristics,
- Access is provided to sunlight,
- The building has less bulk on site due to the single storey design,
- The design will result in an attractive setting for the buildings, landscape, vegetation, and streetscape,
- The proposal being single storey protects the heritage character of the dwelling and of the location,
- Opportunities to utilise the outdoor space are provided, and
- Space is provided for external fixtures and essential facilities.

The proposed reduction in open space is supported for the above reasons.

Sightlines

In accordance with the Residential Design Codes deemed to comply clause 5.2.5 C5, a 1.5m by 1.5m truncation or reduction in fence height to 0.75m is required to be provided where the vehicle access point meets the footpath. Although the front fence does not have a truncation and there is no reduction in height where the front fence adjoins the driveway there is significant visual permeability around this area. This in turn ensures that good sightlines can be maintained for reversing vehicles and minimise any adverse impacts on pedestrians. In accordance with design principles 5.2.5 P5 unobstructed sightlines will be provided at vehicle access points to ensure safety and visibility along vehicle streets. The fence and gate will have 60% visual permeability so will ensure high quality sightlines.

Roof Pitch

There are multiple roof angles across the proposed new development. Whereas the Residential Design Guidelines acceptable development clause 3.7.8.3 A4.1 requires a roof pitch between 28 and 36 degrees this proposed development has multiple roof sections that are of varying angles, but all less than 28 degrees. In accordance with performance criteria 3.7.8.3 P4 roof forms of new buildings should complement the traditional form of surrounding development in the immediate locality. In this case the low pitch roof sections with angles of 1 degree and 10 degrees do not clash with any of the surrounding buildings and ensure that the heritage building is not significantly impacted from the street by the proposed development at the rear. For these reasons, the proposed development can be supported.

Driveway Length

The Residential Design Codes deemed to comply clause 5.3.5 C5.4 requires that car parking be within 15m of the street. In this case the garage is set well back from the street such that the distance is approximately 19.7m from the

street. Despite the length of the driveway, it does allow for the garage to be partially hidden from the street. The driveway achieves design principles 5.3.5 P5.1 in that the following criteria are achieved;

- Vehicle access is safe,
- There is no change in the number of access points on the streetscape,
- The access point is legible,
- Pedestrian safety is maintained,
- There are minimal crossovers (no change from the existing situation), and
- Landscaping will be undertaken in accordance with the plans.

It is recognised that at peak times there is significant demand for parking and if applicants are willing to provide sufficient parking for dwelling residents and improve a heritage dwelling then the extended driveway can be supported.

Heritage Impact Assessment

A heritage impact statement was submitted by the applicant to identify any potential issues with the proposed development and if the heritage dwelling was significantly impacted by the proposed alterations and additions. The heritage consultants that completed the heritage impact assessment believed that the proposed additions and alterations only have a minor impact on the existing heritage dwelling and were supportive of the development. The view of the heritage architects is expressed below.

The contemporary addition responds to the existing scale and form of the existing cottage, is sympathetically connected to the rear elevation and is mostly unseen from the street.

Although there are minor alterations to original fabric, a number of positive works are taking place as part of this process and elements that are being removed have been considered for interpretation. The contemporary front fence references the traditional picket fence and the retention of nib walls to the removed internal wall locations tell the original design intent of the housing typology.

In summary the minor impact on the cultural heritage values of 29 Sewell Street is largely mitigated through interpretation and sympathetic design. Overall, this project can be supported on this basis, and it is recommended that the Shire give favorable consideration from a heritage outcome perspective.

CONCLUSION

The existing heritage dwelling is being retained with minor changes and a significant single storey addition is proposed to be undertaken at the rear. The applicant consulted with the Town in the period before submitting the development application and responded positively to advice. Consultation was also undertaken with the neighbours. The proposed development is a subtle addition to the existing dwelling and a welcome style of development within the Town given that it is single storey and does not detract from the existing heritage dwelling. Based on the preceding assessment and the attached report the proposed development is recommended for support subject to the conditions included in the final recommendation.

12.2 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

12.2 OFFICER RECOMMENDATION

That development approval is granted, and Council exercises its discretion regarding the following:

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – 1m required, 0.715m provided**
- (ii) Clause 5.1.4 – Residential Design Codes – Open Space – 50% required, 47.63% provided**
- (iii) Clause 5.2.5 – Residential Design Codes – Sightlines – Truncation or wall height reduction required; high visual permeability provided**

- (iv) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided
- (v) Clause 5.3.5 - Residential Design Codes – Driveway Length – max 15 required, more than 15m required

for alterations and additions at No. 29 (Lot 231) Sewell Street, East Fremantle, in accordance with the plans submitted 29 June 2022, subject to the following conditions:

- (1) Written approval for all works is to be sought from the Water Corporation. Written evidence of the approval from the Water Corporation is to be submitted to the Town of East Fremantle prior to the submission of a building permit application.
- (2) Visual privacy screening is to be installed as indicated on the plans. This visual privacy screening is to be permanently fixed, durable, restrict view in the direction of overlooking, at least 75% obscure, and a minimum of 0.5m above the southern, western, and northern boundary fence as indicated on the plans.
- (3) A 2m by 2m planting zone is to be created and at least 1 tree is to be planted in this area.
- (4) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with Council's further approval.
- (5) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by Council.
- (6) Regarding the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for Council's attention.
- (7) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (8) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment is to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
- (9) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (10) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified, or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (11) This development approval is to remain valid for a period of 24 months from date of this approval.

Footnote:

The following are not conditions but notes of advice to the applicant/owner.

- a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- b) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*

- c) An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Council's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;**
- Crossover Specifications**
[crossover_specification_2017.pdf \(eastfremantle.wa.gov.au\)](#)
- Residential Design Guidelines**
[3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf \(eastfremantle.wa.gov.au\)](#)
- Urban Streetscape and Public Realm Style Guide**
[EFUSPR_Style_Guide_FINAL_210108.indd \(eastfremantle.wa.gov.au\)](#)
- Application to Conduct Crossover Works**
[Application_to_conduct_crossover_works.pdf \(eastfremantle.wa.gov.au\)](#)
- d) It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.**
- e) All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).**
- f) Matters relating to dividing fences are subject to the Dividing Fences Act 1961.**

12.2 REPORT ATTACHMENTS

Attachments start on the next page

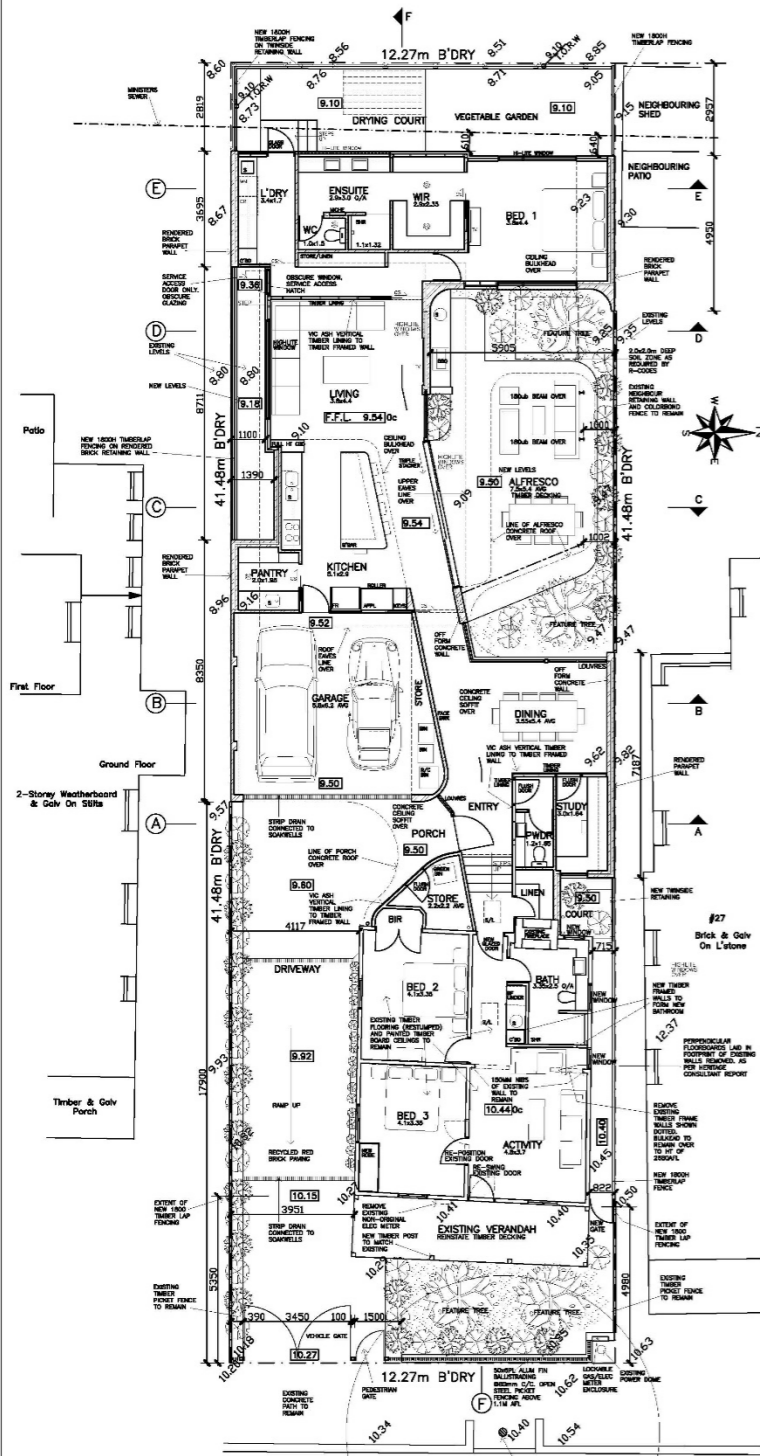
29 Sewell Street – Location and Advertising Plan



29 Sewell Street – Photos



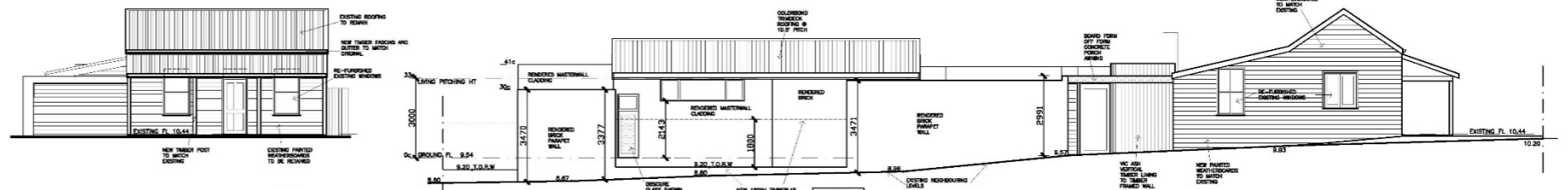




SITE AND GROUND FLOOR PLAN
1:100

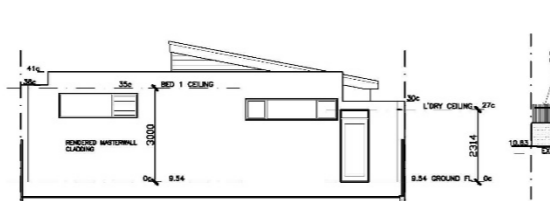
AREAS	
LOT SIZE	508.9m ²
EXISTING GROUND FLOOR AREA	63m ²
NEW EXTENSION AREA	203.53m ²
TOTAL HOUSE AREA	266.53m ²
SITE OPEN SPACE	47.63%

PARAPET WALL CALCS:	
SOUTH:	
BOUNDARY LENGTH BEHIND 5350 BUILDING SETBACK:	36100mm
THIS ONE THIRD PARAPET ALLOWANCE UNDER R115 N-CORE CLAUSE 5.1.3.2(3.1):	12030mm
TOTAL PROPOSED PARAPET WALL LENGTH (AS BELOW BREAKDOWN):	12045mm
EXISTING PARAPET WALL PARAPET:	3025mm
NORTH:	
BOUNDARY LENGTH BEHIND 4950 BUILDING SETBACK:	35400mm
THIS ONE THIRD PARAPET ALLOWANCE UNDER R115 N-CORE CLAUSE 5.1.3.2(3.1):	12100mm
TOTAL PROPOSED PARAPET WALL LENGTH (AS BELOW BREAKDOWN):	12137mm
EXISTING PARAPET:	7187mm
NEW PARAPET:	4950mm

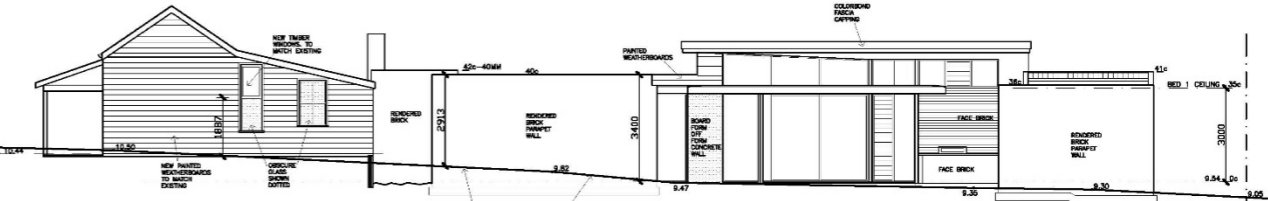


EAST (STREET) ELEVATION
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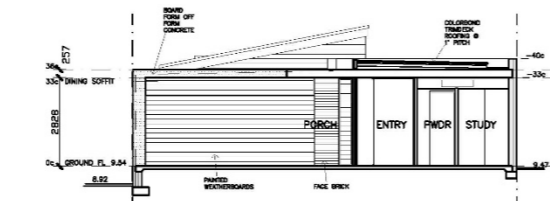
SOUTH ELEVATION
1:100



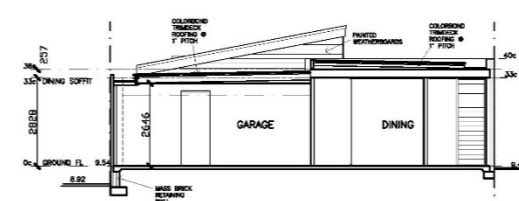
WEST ELEVATION
1:100



NORTH ELEVATION
1:100



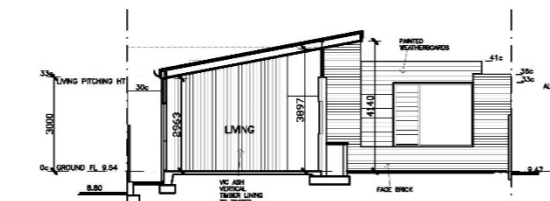
SECTION A
1:100



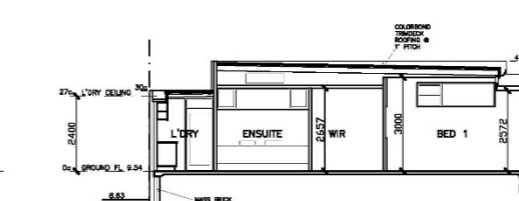
SECTION B
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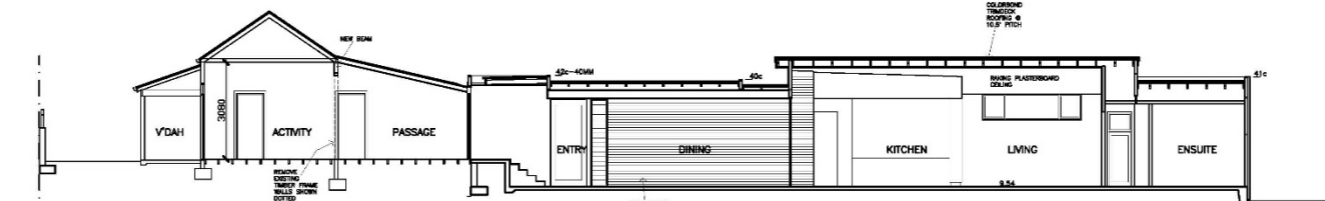
SECTION C
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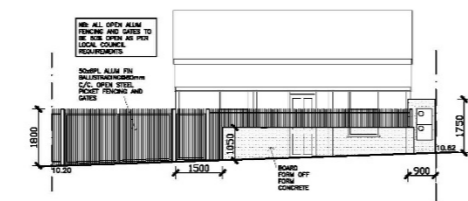
SECTION D
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SECTION E
1:100



SECTION F
1:100



FRONT FENCE ELEVATION
1:100

REV A - ISSUED FOR HERITAGE REPORT AND COUNCIL DA

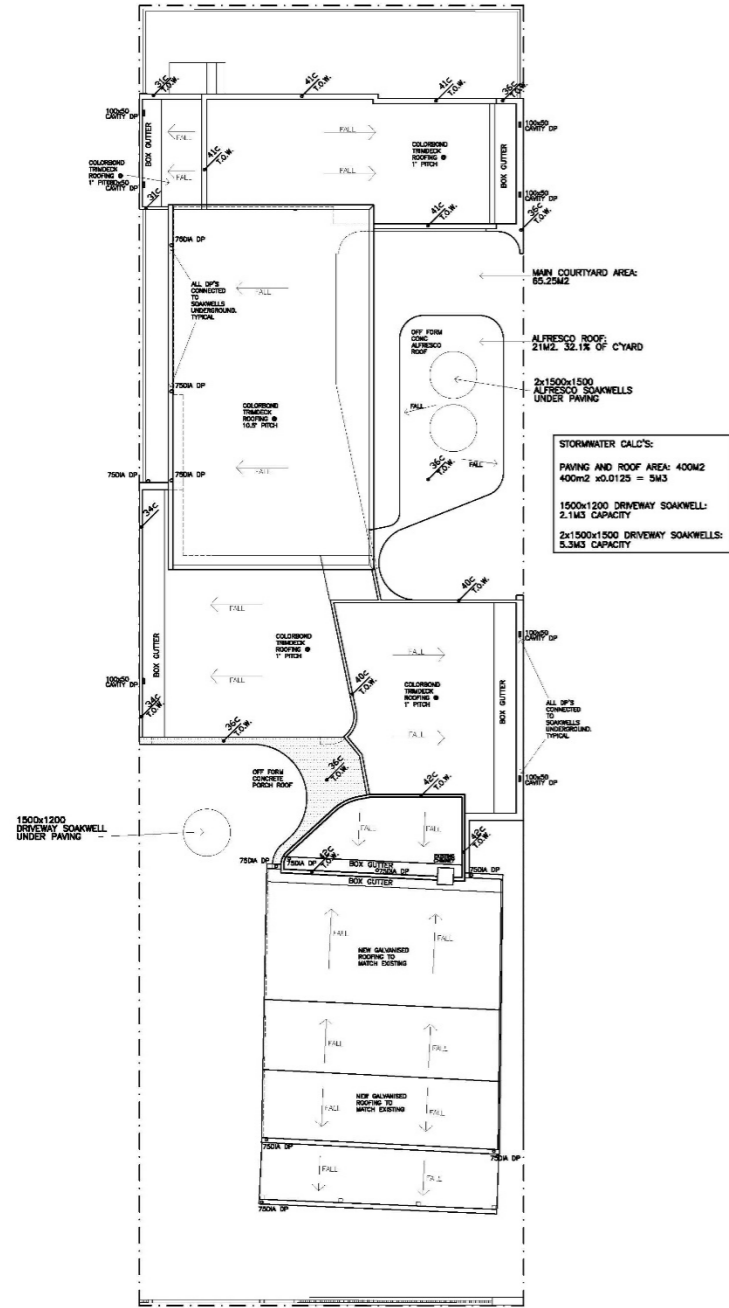
JOB TITLE
EXTENSION TO RESIDENCE:
29 SEWELL ST (LOT 231) EAST FREMANTLE

DRG TITLE
COUNCIL DA 1

JOB No.	DRG No.	REVISION	SCALE	DATE
JOHN22	DA1	A	SHOWN	JUNE22

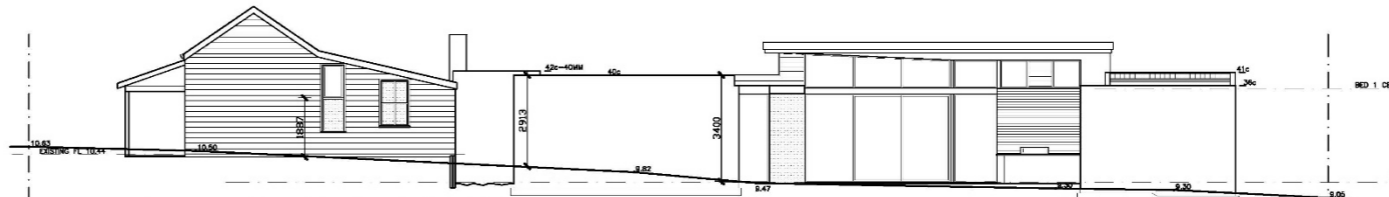
207 Park Street, Subiaco, West Australia
Tel: (08)9 388 9711, 0412 324 305
jarch@westnet.com.au

john lewis architects

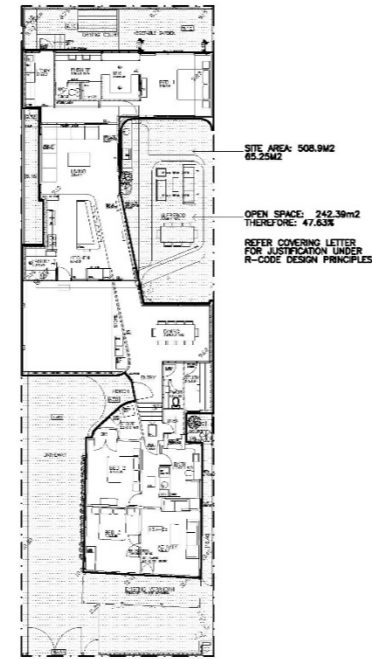


ROOF PLAN
1:100

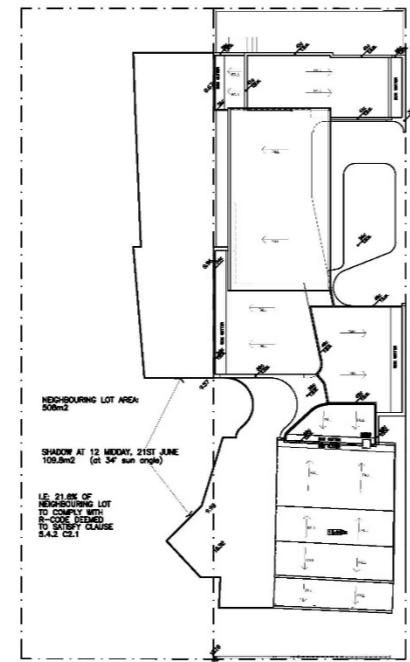
- COLOUR SCHEDULE:**
- NEW AND EXISTING WEATHER BOARDS: DULUX 'DORNING' 100% ACRYLIC
 - EXISTING TIMBER TRIM WINDOWS/FASCIA/COLLARNS ETC: TAUBMANS MILK DEW 200% SATIN ENAMEL
 - NEW OFF FORM CONCRETE: BOARD FORM OFF FORM CONCRETE WITH WHITE CEMENT
 - FACE BRICK: BRICKWORKS 'CHILLINGHAM WHITE', WHITE MORTAR, RAKED JOINTS
 - TIMBER LINED WALLS: 40MM (25MM GAP) 1/2" ASH BATTENS, CLEAR FINISH
 - ALUMINUM WINDOWS AND ALLUM FENCING/GATES: DULUX 'BLACK ACE' POWDERCOAT
 - EXTERNAL FASCIAS TO NEW SKILLION ROOF OVER LIVING ROOM: DULUX 'BLACK ACE' 100% ACRYLIC
 - NEW ROOFING: COLORBOND 'DUNE'
 - DRIVEWAY PAVING: RECYCLED RED CLAY BRICKS IN HERRINGBONE PATTERN



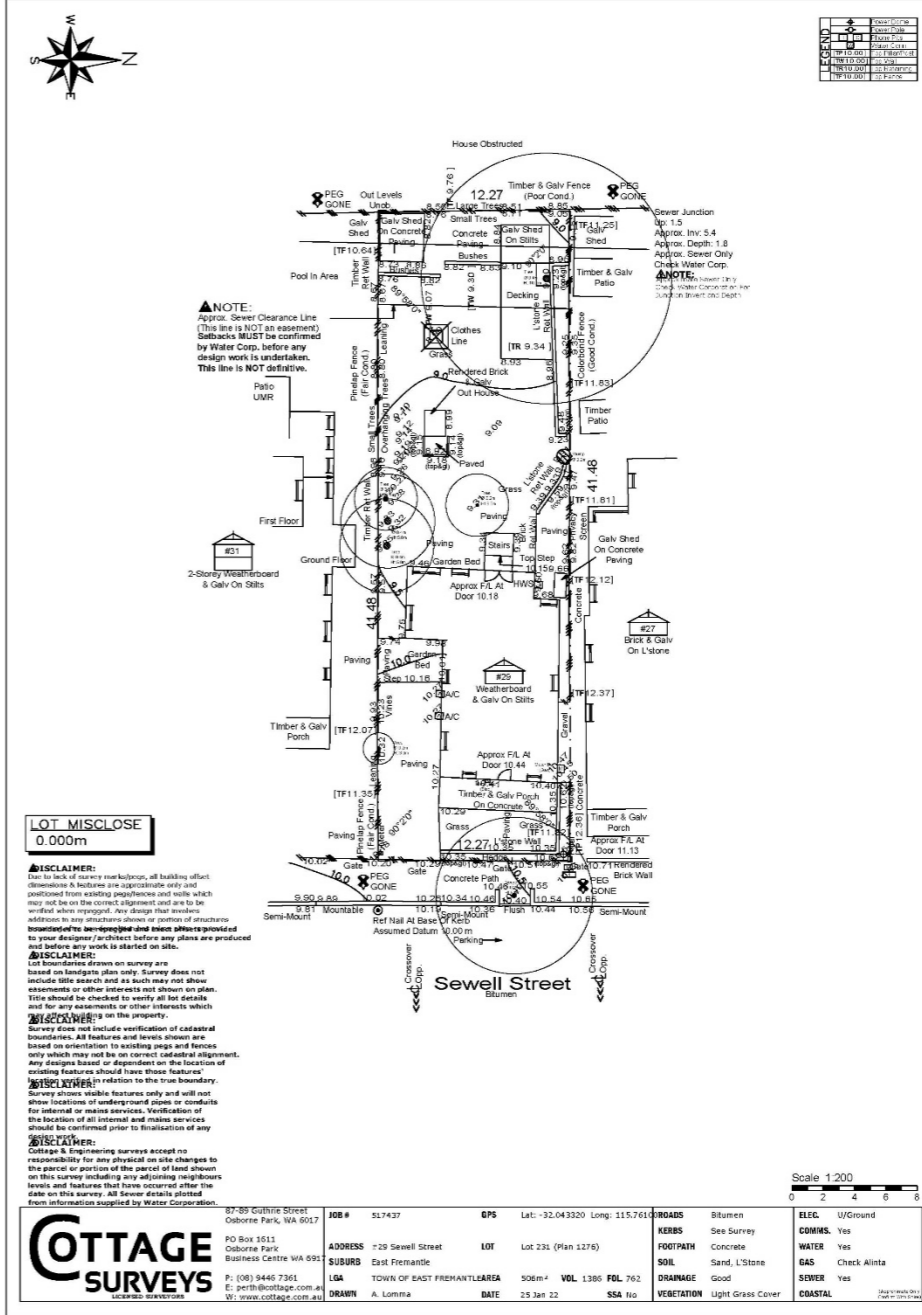
NORTH ELEVATION WITHOUT ALFRESCO ROOF SHOWN
1:100



OPEN SPACE DRAWING
1:200



OVERSHADOWING DRAWING
1:200



EXISTING FEATURE SURVEY
1:200

REV A- ISSUED FOR HERITAGE REPORT AND COUNCIL DA

JOB TITLE
EXTENSION TO RESIDENCE:
29 SEWELL ST (LOT 231) EAST FREMANTLE

DRG TITLE
COUNCIL DA 2

JOB No.	DRG No.	REVISION	SCALE	DATE
JOHN22	DA2	A	SHOWN	JUNE22

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john lewis architects



29 Sewell St – East Fremantle

Heritage Impact Statement

June 2022

Project Ref: 22-275

FINAL



Acknowledgement of Country

We acknowledge the Whadjuk people of the Noongar nation as the traditional owners of Walyalup.

We acknowledge their continuing connections to country, and pay our respects to Elders, past and present.

Document ID: 22-257 East Fremantle HIS F1						
Issue	Date	Status	Prepared by		Approved by	
			Name		Name	Signature
D1	24.06.22	Draft	Kyra Lomas		Flavia Kiperman	
F1	28.06.22	Final	Kyra Lomas		Flavia Kiperman	

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29 Sewell Street, East Fremantle
Heritage Impact Statement

1. Background

1.1 Purpose of the Heritage Impact Statement

This Heritage Impact Statement (HIS) has been prepared by Element Advisory WA (**element**) on behalf of John Lewis Architects to assess the potential heritage impact posed by an extension to the residence at 29 Sewell Street, East Fremantle WA. This HIS assesses the proposed work against the cultural heritage significance of the place as established in the Town of East Fremantle Heritage List assessment of the place (2015).

1.2 Location and Description of Site

The subject site comprises Lot 231 (No. 29) Sewell Street, East Fremantle and contains an existing timber framed weatherboard cottage with a gable corrugated iron roof and front skillion roof verandah. The simple workers cottage is symmetrically planned with a central door flanked by double hung sash windows to the street facing façade. A fibre cement lean-to and further additions have been added to the rear. A large, grassed backyard fills the remainder of the long, thin 500m² block.

The place is located within the precinct of Plympton, where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick, and stone cottages.

The subject site is included on the Town of East Fremantle Heritage List, Management Category B.



Figure 1: Location Plan (MfNG aerial with **element** overlay, 2022)



Figure 2: Site Plan (MNG aerial with **element** overlay, 2022)

1.3 Historical Summary

Following is a brief history of 29 Sewell Street, East Fremantle. The information has been drawn from referenced locations.

Niergarup 'the place where the pelicans are located' or Preston Point on the north of East Fremantle was an important place for the original custodians of the area. The Whadjuk Nyoongar people obtained food and drinking water from the river edges and open grassy areas.¹ The track which linked the fledgling Swan River Colony based in Fremantle to the future city centre of Perth in 1831 is documented traversing along the East Fremantle cliff edge finishing at the river ferry crossing at Preston Point. It was also the place where Aboriginal people had a first sighting of white people, exploring the river.²

Early settlement of the area consisted of large farm holdings, however as the colony prospered during the 1890's gold rush the nature of the settlement altered dramatically, rapidly changing to a residential area.

The Municipality of East Fremantle was created in 1897, when it separated from the greater Fremantle area, it is bounded to the north and west by the Swan River. The Plympton Ward was established between 1890 and 1910 in an area originally owned by the Pearse brothers, William Silas and George-prominent merchants, ship owners and station owners in the Swan River colony. They owned the area from East to Allen Streets, which included cattle yards and a noxious slaughterhouse right in the centre. They subdivided this area for workers cottages and built many of the streets- which they named after family members.³

Constructed c1909, the earliest record of ownership, shows that the cottage belonged to a William Duffield in 1916 and remained in the Duffield family until at least 1949. Renumbering of Sewell Street in occurred c1940, where the subject site, formerly number 71, was changed to number 29, as remains today.

¹ <https://www.castfremantle.wa.gov.au/enjoy-cast-fremantle/history-and-heritage/history-and-heritage.aspx>

² This information comes from the City of Melville Sites of Aboriginal Cultural Significance webpage (original information from Gail Beck) See (<https://www.melvillecity.com.au/things-to-do/museums-arts-and-culture/aboriginal-heritage-and-culture/sites-of-aboriginal-cultural-significance>)

³ <https://www.streetsofeastfrem.com/buildings#/sewell-street/>

29 Sewell Street, East Fremantle
Heritage Impact Statement

Modifications have occurred at the property over time with the rear lean-to added in the inter-war period and a further addition between 1953-1965. It is believed that the southern elevation of the original cottage was reclad in fibre cement sheeting sometime over the course of these alterations, as it would have likely been weatherboard originally to match the northern and eastern elevations. Since the 1980s very little change has taken place and the form of the overall cottage remains intact.

1.4 Heritage Status & Legislative Framework

The place is a Category B on the Town's Local Heritage survey, which means that it has considerable heritage significance at a local level. Generally, it is considered worthy of a high level of protection, to be retained and appropriately conserved. The Town of East Fremantle provides strong encouragement to owners to conserve the heritage values of the place.

Historic Heritage Listings for 29 Sewell Street, East Fremantle

Level	Heritage Listing	Legislation	Category	Date of listing
Local	Town of East Fremantle Heritage List (Place no. 19717)	<i>Heritage Act 2018</i>	B	2015
Local (non-statutory)	Town of East Fremantle Municipal Inventory	<i>Planning and Development Act 2005</i>	B	2006

1.5 Statement of Significance

The following is extracted from the place listing on InHerit.

No 29 Sewell Street is a single story house constructed in timber framing and weatherboard cladding with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place.

The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate to high degree of authenticity and a high degree of integrity. The rear additions have no significance.

2. Proposed Works

2.1 Description of the Proposed Development

The proposed development is one that seeks to adapt and extend the existing residence at 29 Sewell St to accommodate a larger family home through a contemporary addition to the rear of the site. The proposal includes the demolition of the later lean-to and the inclusion of new openings and finishes.

Specifically, the proposed alteration and addition is to comprise of the following works, as outlined in Drawings DA1 and DA2 by John Lewis Architects, Rev A, June 2022.

Landscaping and Fencing

- New off form concrete and open steel picket fence and gates to replace existing timber picket fence to front boundary
- New landscaping to front garden beds
- Extension of brick driveway

Cottage Exterior

- Demolition of rear fibre cement addition
- Repainting of the external timber weatherboards
- Removal of fibre cement sheeting and replacement with timber weatherboards to northern and southern elevation
- Replacement of late timber post with new to match original
- New openings and windows to northern elevation
- Refurbishment of existing timber framed windows
- New timber fascia and gutter to eastern elevation- to match original
- Removal of electrical meter to eastern elevation

Cottage Interior

- Removal of internal wall to living room
- New internal timber framed walls to form new bathroom
- New bathroom fit out
- Re-positioning of existing internal door
- Mirror swing of original entry door
- New glazed door connecting existing cottage to new addition

29 Sewell Street, East Fremantle
Heritage Impact Statement

Contemporary Addition

- New 203m² timber, concrete, brick and colourbond addition to the rear of the existing 63m² timber weatherboard cottage
- New main residential entry through contemporary addition to the rear of the cottage



Figure 3: Existing street view, element 2022



Figure 4: Existing addition to rear of cottage to be removed, element 2022



Figure 5: Internal wall to be removed, element 2022



Figure 6: Internal doors to be modified, element 2022



Figure 7: Proposed street view (John Lewis Architects, 2022)



Figure 8: Proposed addition to rear (John Lewis Architects, 2022)



Figure 9: Proposed Streetscape (John Lewis Architects, 2022)

3. Analysis of Impact

3.1 Analysis of Proposed Works

The analysis of heritage impact is assessed using the following table.

Rating	Impact Definition
Major Impact	The proposed action would involve permanent changes to, or destruction of an element of highly significant fabric or values. There would be a substantial adverse effect on the heritage value or integrity of the place. There would be a major reduction in the understanding of the heritage value of the place. The impact of the action could be reduced through appropriate mitigation measures but cannot be fully ameliorated.
Moderate Impact	The proposed action would involve permanent changes to, or destruction of an element of significant fabric or values. There would be a moderate reduction in the understanding of the heritage value of the place. The impact of the action could be reduced through appropriate mitigation measures.
Minor Impact	The proposal would have a temporary effect on and/or involve minor damage or changes to an element of significant fabric or values There would be a minor or temporary reduction in the understanding of the element or the place.
Negligible or No Impact	The proposed action respects the heritage value and integrity of the element or the place. There is no change or impact as a result of the proposed action.
Minor Beneficial	The proposed action would have a minor temporary benefit on the heritage value or integrity of the element or place through conservation of its significant fabric or values There would be a minor or temporary improvement in understanding the heritage value of the element or place.
Moderate Beneficial	The proposed action would enhance the heritage value or integrity of the element or place by improved conservation of significant fabric or values. There would be a moderate long term improvement in understanding the heritage value of the place.
Major Beneficial	The proposed action would substantially enhance the heritage value or integrity of the element or place by improved conservation of highly significant fabric or values. There would be a major long term improvement in understanding the heritage value of the place.

Proposed Works	Design considerations
New off form concrete and open steel picket fence and gates to replace existing timber picket fence to front boundary	The new fence has been designed as a contemporary interpretation of the traditional timber picket fence it will be replacing. The materiality of the fence references the new addition to the rear.
New landscaping to front garden beds	No impact
Extension of brick driveway	Brick to match the existing will be used
Demolition of rear fibre cement addition	No impact
Repainting of the external timber weatherboards	Paint finishes are reversible
Removal of fibre cement sheeting and replacement with timber weatherboards to north and south elevation	No evidence has been found confirming if weatherboards were ever used on these elevations. However, a survey of the surrounding houses to Sewell Street and the local area show that it was typical for cottages of similar scale and type to 29 Sewell St, to have weatherboard cladding extend to side elevations.
Replacement of late timber post with new to match original	Reinstating detailing that has been removed in previous repairs
New openings and windows to northern elevation	The new opening to the living room has been designed to assist in the understanding of the original spaces, located between the removed original wall and proposed new wall. The sill height is aligned with the original double hung windows and the extended length differentiates it as new. The new openings to the northern elevation are sheltered from view from the street.
Refurbishment of existing timber framed windows	Retention and conservation of original fabric
New timber fascia and gutter to eastern elevation- to match original	Improving condition. Reinstating lost details
Removal of electrical meter to eastern elevation	No impact
Removal of internal wall to living room	Retention of wall nibs to indicate removed wall location and interpretation through timber floor finish detail and new window location. Bulkhead will remain above to assist in understanding the original space and internal symmetry.
New internal timber framed walls to form new bathroom	Walls will be lightweight construction
New bathroom fit out	Fit out will be contemporary.
Re-positioning of existing internal door	Retention of existing door and lightweight framing used to infill opening.
Mirror swing of original entry door	Compliance requirement, to ensure continued and universal access to the original cottage
New glazed door connecting existing cottage to new addition	Glazing to the new door will ensure a visual link from the addition into the original cottage and vice versa is retained

29 Sewell Street, East Fremantle
Heritage Impact Statement

New 203m2 timber, concrete, brick and colorbond addition to the rear of the existing 63m2 timber weatherboard cottage	Single storey design, roof height is lower than the original front gable roof to the cottage Addition is set in from the original cottage but connected through a new opening.
New main residential entry through contemporary addition to the rear of the cottage	Main natural entry to cottage is being lost however, the front entry will still be operational and may be reinstated or used as the main entry into the house if required

3.2 Assessment of Heritage Impact

In reviewing the Statement of Significance, the proposed works will have a minor impact on the values identified in the statement prepared for inclusion in the Town of East Fremantle Heritage List, as summarised in the following table.

Value	Potential Impact	Mitigation of Impact
<i>No 29 Sewell Street has considerable aesthetic value as a Federation Bungalow. It retains all the characteristics of the period with some loss of detail.</i>	<p>Minor impact.</p> <p>The characteristics of the period are retained. The works propose no external loss of detail.</p> <p>The side elevations are to be clad in weatherboards and all existing weatherboards painted. The dark grey colour of the paint finish has a perceived negative impact on the aesthetic significance of the place</p> <p>The front fence has a perceived minor impact due to the removal of the standard picket fence and replacement with a higher, more solid form fence of contemporary materials.</p>	<p>The proposed works look to retain all the characteristics of the existing cottage with the central door flanked by double hung sash windows to the street facing façade being retained and enhanced through conservation. Previously removed details are being reinstated through the replacement of the gutters and front post.</p> <p>The reinstatement of weatherboards has been based off physical evidence to surrounding properties in the street and locality. The proposed paint finish to the weatherboards is reversible.</p> <p>Although the new fence proposes a solid concrete base, the top of the fence remains open and is a contemporary interpretation of traditional picket fence.</p>
<i>No 29 Sewell Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.</i>	No impact.	The house is being retained as a suburban residence.

element.

<p><i>No 29 Sewell Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.</i></p>	<p>No impact.</p>	<p>Building is being retained and street front elevation and form remains unchanged as a workers cottage. The place will continue to contribute to the community's sense of place.</p>
<p><i>The rear additions have no significance.</i></p>	<p>No impact- the rear addition is being removed.</p>	<p>The proposal retains the significant front section of the cottage and the new addition is set in from the existing form, helping to distinguish new from old and ensuring the original form of the cottage is understood.</p>

3.3 Conclusion

On the basis of the above Heritage Impact Statement the proposal is seen to have a minor impact on the significance of the place. This impact has been mitigated through careful and considered design and an understanding of the historic context of the existing timber weatherboard cottage and surrounding locality. The contemporary addition responds to the existing scale and form of the existing cottage, is sympathetically connected to the rear elevation and is mostly unseen from the street.

Although there are minor alterations to original fabric, a number of positive works are taking place as a part of this proposal and elements that are being removed have been considered for interpretation. The contemporary front fence references the traditional picket fence and the retention of nib walls to the removed internal wall locations tell the original design intent of the housing typology.

In summary the minor impact on the cultural heritage values of 29 Sewell Street is largely mitigated through interpretation and sympathetic design. Overall this project can be supported on this basis and it is recommended that the Shire give favourable consideration from a heritage outcome perspective.

29 Sewell Street, East Fremantle
Heritage Impact Statement

4. References

- Heritage Council of Western Australia, inherit database, accessed 22.06.2022, <http://inherit.stateheritage.wa.gov.au/Public/Inventory/Details/91bea382-3ebd-4dea-8b94-d62a5cdb878e>
- John Lewis Architects, DA1 and DA2 Rev A, June 2022.
- Town of East Fremantle Heritage List, 2015.
- Town of East Fremantle, accessed 22.06.2022, <https://www.eastfremantle.wa.gov.au/enjoy-east-fremantle/history-and-heritage/history-and-heritage.aspx>
- Streets of East Fremantle, accessed 22.06.2022, <https://www.streetsofeastfrem.com/>

PLACE RECORD FORM

PRECINCT	Plympton
ADDRESS	29 Sewell Street
PROPERTY NAME	N/A
LOT NO	Lot 231
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1910
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category B
PHYSICAL DESCRIPTION	<p>No 29 Sewell Street is a single storey cottage constructed in timber framing and weatherboard cladding with a gable corrugated iron roof. It is a simple expression of the Federation Bungalow style. The front elevation is symmetrically planned with a central door and hopper light flanked by double hung sash windows. The facade features a full width skillion roofed verandah supported on timber posts.</p> <p>There are additions to the rear.</p>

	<p>The place is consistent with the pattern of development in Plympton and plays an important role in the pattern of development of a working-class suburb.</p>
HISTORICAL NOTES	<p>Plympton is a cohesive precinct, where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick, and stone cottages.</p> <p>The place appears to have been modified in the Inter-War period.</p>
OWNERS	<p>Unknown</p>
HISTORIC THEME	<p>Demographic Settlements - Residential Subdivision</p>
CONSTRUCTION MATERIALS	<p>Walls – Timber framed and weatherboards</p> <p>Roof - Corrugated roof sheeting</p>
PHYSICAL SETTING	<p>The residence is situated on a level site with a timber picket fence on the lot boundary.</p>
STATEMENT OF SIGNIFICANCE	<p>No 29 Sewell Street is a single storey house constructed in timber framing and weatherboard cladding with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place.</p> <p>The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate to high degree of authenticity and a high degree of integrity.</p> <p>The rear additions have no significance.</p>
AESTHETIC SIGNIFICANCE	<p>No 29 Sewell Street has considerable aesthetic value as a Federation Bungalow. It retains all the characteristics of the period with some loss of detail.</p>
HISTORIC SIGNIFICANCE	<p>No 29 Sewell Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.</p>
SCIENTIFIC SIGNIFICANCE	<p>N/A</p>
SOCIAL SIGNIFICANCE	<p>No 29 Sewell Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.</p>
RARITY	<p>No 29 Sewell Street is not rare in the immediate context, but Plympton has rarity value as a working class suburb.</p>
CONDITION	<p>No 29 Sewell Street is in good condition.</p>
INTEGRITY	<p>No 29 Sewell Street retains a high degree of integrity.</p>
AUTHENTICITY	<p>No 29 Sewell Street retains a moderate to high degree of authenticity.</p>
MAIN SOURCES	

Community Engagement Checklist

29 Sewell Street P63/22

Objective of Engagement	Neighbour Consultation			
Lead Officer:	Regulatory Services			
Stakeholders				
Stakeholders to be Considered <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input type="checkbox"/>
	Children (<i>School / Playground</i>)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>	
Staff to be notified:	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
Community Engagement Plan				
Methods	Responsible	Date Due	Reference / Notes	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
^Mail Out (note: timelines)	<input checked="" type="checkbox"/> Communications	Click or tap to enter a date.	<input checked="" type="checkbox"/> 6 Properties	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Evaluation				
Summary of...		Date Due	Completed / Attached	
Feedback / Results/ Outcomes / Recommendations		Click or tap to enter a date.		
Outcomes Shared				
Methods	Responsible	Date Due	Reference / Notes	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input checked="" type="checkbox"/> Communications	1/07/2022	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>			
	<input type="checkbox"/>			
Notes				

13 MATTERS BEHIND CLOSED DOORS

Nil

14 CLOSURE OF MEETING