

**ADELAIDE HILLS COUNCIL
MINUTES OF COUNCIL ASSESSMENT PANEL MEETING
WEDNESDAY 9 FEBRUARY 2022
63 MOUNT BARKER ROAD, STIRLING
AND
ZOOM VIRTUAL MEETING ROOM**

In Attendance

Presiding Member

Geoff Parsons

Members

Ross Bateup

David Brown

Paul Mickan

John Kemp

In Attendance

Melissa Bright	Acting Director Development & Regulatory Services
Deryn Atkinson	Assessment Manager
James Booker	Team Leader Statutory Planning
Melanie Scott	Senior Statutory Planner
Doug Samardzija	Statutory Planner (via Zoom Webinar)
Marie Molinaro	Statutory Planner
Karen Savage	Minute Secretary

1. Commencement

The meeting commenced at 6.36pm

2. Opening Statement

“Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. We pay our respects to Elders past, present and emerging as the Custodians of this ancient and beautiful land. Together we will care for this country for the generations to come”.

3. Apologies/Leave of Absence

3.1 Apologies
Nil

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3.2 Leave of Absence
Nil

4. Previous Minutes

4.1 Meeting held 12 January 2022

The minutes were adopted by consensus of all members (5)

That the minutes of the meeting held on 12 January 2022 be confirmed as an accurate record of the proceedings of that meeting.

5. Presiding Member's Report
Nil

6. Declaration of Interest by Members of Panel

John Kemp declared an interest in relation to Items 9.3 & 9.4, for which the Adelaide Hills Council is the applicant. As an Elected Member of the Council, he will not take place in the deliberation for these matters and will leave the room.

David Brown declared an interest in relation to Item 9.1. He is friends with two of the staff that work at the Medical Centre and, in addition, one of the representors is a family friend but he has had no contact with that person for a number of years, although his wife has recently. There has been no discussion in relation to this matter with the parties and he does not believe there is any conflict and will remain in the room and vote.

Paul Mickan advised that he has recently been engaged by The Barossa Council to undertake a planning project, to review policies which affect a small portion of the Adelaide Hills Council area, which includes the area south of Kersbrook which is within the Barossa Valley Character preservation district. As none of the applications before the CAP are within this area he does not believe he has any conflict of interest in these matters and will remain in the room and vote.

The Presiding Member also advised that, in relation to Item 9.1, the organisation he works for has a contract with URPS to provide planning assessment services. This is a professional relationship and will not impair his ability to remain impartial, and he will remain in the room and vote on the matter.

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7. Matters Lying on the Table/Matters Deferred

7.1 Matters Lying on the Table
Nil

7.2 Matters Deferred

7.2.1 Development Application 21018753 by Kate Bishop for tourist accommodation and associated free standing advertisement at 159 Ridge Road, Ashton

Deferred from meeting 12 January 2022

“That a decision on the matter be deferred to enable the applicant to provide:

- 1) A detailed site and contour plan with location of access to tourist pod, CFS turnaround, detailed sign position and proposed landscaping.*
- 2) Site specific elevations taking into account the nature of the site and any cut and fill”.*

Refer to Item 9.2 of these Minutes.

8. Development Assessment Applications – Development Act

Nil

9. Development Assessment Applications – Planning, Development and Infrastructure Act

9.1 Development Application 21015778 by ProHealthCare Stirling for alterations and additions to existing consulting rooms, car parking and landscaping at 104 Mount Barker Road, Stirling

9.1.1 Representations

Name of Representor	Address of Representor	Nominated Speaker
Helen Manthorpe	135 Mount Barker Road Stirling	Susan Scrymgour via Zoom Webinar
Jonathan Woore	116 Mount Barker Road Stirling	Personally via Zoom Webinar
Jane Deere	131 Mount Barker Road Stirling	Personally via Zoom Webinar

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The applicants' representatives, David Bills (URPS) and Tony Lippis (Architect), addressed the Panel electronically via Zoom Webinar.

9.1.2 Decision of Panel

Moved	John Kemp	Carried
S/-	David Brown	(6)

The Council Assessment Panel DEFERS consideration of Development Application Number 21015778 by ProHealthCare Stirling for alterations and additions to existing consulting rooms, car parking and landscaping at 104 Mount Barker Road, Stirling to enable the applicant to provide the following information:

- 1) A site plan to scale that demonstrates all trees to be retained and removed, earthworks and a Tree Protection Zone for Tree 18 based on arboricultural advice.
- 2) Clarification on the intensity of the use in relation to all the treatment and consulting rooms, and calculation of car parking provisions.
- 3) Traffic engineering report assessing the safety of the proposed two-way access and impact on traffic flow, including information regarding the collection of waste, on Mount Barker Road.

9.2 Development Application 21018753 by Kate Bishop for tourist accommodation and associated free standing advertisement at 159 Ridge Road, Ashton

9.2.1 Representations

Representations heard previously at meeting held 12 January 2022.

The applicant's representative, Mark Kwiatkowski (Planning Consultant), was invited to answer questions from the Panel.

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9.2.2 Decision of Panel

The following was adopted by consensus of all members (7)

The Council Assessment Panel resolved that:

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and
- 2) Development Application Number 21018753 by Kate Bishop and Bella Casa Ashton for tourist Accommodation & associated free standing advertisement at 159 Ridge Road Ashton is GRANTED Planning Consent subject to the following conditions:

CONDITIONS

Planning Consent

- 1) Development in Accordance with Approved Plans
The development granted shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below (if any).
- 2) Flood Lighting
Flood lighting shall be restricted to that necessary for security purposes only and shall be directed and shielded in such a manner as to not cause nuisance to adjacent properties.
- 3) External Finishes
The external finishes to the building herein approved shall be as follows:

WALLS & BASEBOARD: Vertical wood panelling in a timber-look finish or similar.

ROOF: Colorbond Monument or similar.
- 4) Use of Building
The person(s) having the benefit of this consent shall refrain from permitting the use of the building (or any part thereof) for provision long term accommodation or as a separate dwelling. The tourist accommodation unit shall be used and operated on a short term rental arrangement with a maximum of a one week stay per occupancy.

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A logbook shall be kept of all occupancies for each calendar year and made available for inspection by the Council upon request.

5) **Stormwater Overflow**

All roof run-off generated by the development hereby approved shall be managed on-site to the satisfaction of Council using design techniques such as:

- Rainwater tanks
- Grassed swales
- Stone filled trenches
- Small infiltration basins

Stormwater overflow management shall be designed so as to not permit trespass into the effluent disposal area. Stormwater shall be managed on site with no stormwater to trespass onto adjoining properties.

6) **External Colours of Signage**

The external colours of the sign herein approved shall be comprised of non-reflective materials and finishes.

Any lighting associated with the sign shall be switched off at midnight on each day and shall not be switched back on before sunrise the following day.

7) **Landscaping**

- a) The southern and south-eastern elevations of the tourist accommodation herein approved, including the associated rainwater tank, shall be planted with local endemic tree and shrub species to the reasonable satisfaction of Council staff.
- b) Such landscaping shall be planted in the next planting season following occupation of the tourist accommodation herein approved.
- c) Landscaping shall thereafter be maintained in good health and condition at all times. Any landscaping that dies or becomes seriously diseased shall be replaced in the next available planting season.

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Conditions imposed by South Australian Country Fire Service under Section 122 of the Act:

1) **Siting**

'The Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Objective 2.1, 4.2, 4.3) details the mandatory requirements for buildings and structures to be located away from areas that pose an unacceptable bushfire risk in order to provide sufficient defensible space for occupants and fire fighters; ensure radiant heat levels at the buildings are minimised in line with the assessed bushfire attack level & construction level; whilst maintaining reduced fuel loads and ensuring it can be maintained in perpetuity by the occupants:

- Outbuildings and other ancillary structures shall be sited no closer than 6m from the habitable building, unless built to building code requirements for associated structures in Bushfire Prone Areas.

2) **Access to Habitable Building**

'The Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Objective 6.2) details the mandatory requirements for 'Private' roads and driveways to facilitate safe and effective firefighting, evacuation where required. These requirements apply when the path of travel to the furthest point of the building is more than 60m from the nearest public road:

- A clear and unobstructed vehicle or pedestrian pathway shall be provided; no greater than 60 metres in length between the most distant part of the habitable building and the nearest part of the formed public access way.
- The driveway shall be connected to a formed, all-weather public road with the transition area between the road and driveway having a gradient of not more than 7 degrees (1-in-8).
- Access to the building site shall be of all-weather construction, with a minimum formed road surface width of 3 metres, and must allow forward entry and exit for large fire-fighting vehicles, to within 60m of the furthest point of the building; OR
- 4m where the gradient of the driveway is steeper than 12 degrees (1-in-4.5).
- The all-weather road shall allow fire-fighting vehicles to safely enter and exit the allotment in a forward direction by incorporating either:
 1. A loop road around the building, OR
 2. A turning area with a minimum radius of 12.5 metres, OR
 3. A 'T' or 'Y' shaped turning area with a minimum formed length of 11 metres and minimum internal radii of 9.5 metres, OR
 4. A 'U' shaped 'drive-through' option.

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- Private access shall have minimum internal radii of 9.5 metres on all bends.
- Private access shall provide overhead clearance of not less than 4.0m horizontally and vertically between the driveway surface and overhanging branches or other obstructions, including buildings and/or structures.
- Private access shall provide overhead clearances of not less than 4.0m horizontally and vertically between the driveway surface and overhanging branches or other obstructions, including buildings and/or structures.
- The all-weather road shall incorporate passing bays. The combined width of the passing bay & access track shall be 6m, and a minimum formed length of 17 metres. The passing bays should be constructed at 200 metre intervals along the road or driveway. Where it is necessary to provide adequate visibility, such as the nearest point to the public road or other passing bay, passing bays may be required at intervals of less than 200 metres.
- The gradient of the access road shall not exceed 16 degrees (1-in-3.5) at any point along the driveway. In steep terrain exceeding 10 degrees the surface should be sealed.
- The cross fall-off of the driveway shall be not more than 6 degrees (1-in-9.5) at any point along the driveway. In steep terrain roads shall be widened and appropriate guard rails and visibility markers should be installed on sides where a steep downslope is present.
- Solid crossings over waterways shall be provided to withstand the weight of large bushfire appliances (GVM 21 tonnes).

3) Water Supply & Access (to dedicated water supply)

Ministerial Building Standard MBS008 “Designated bushfire prone areas – additional requirements” July 2020, as published under the *Planning, Development and Infrastructure Act 2016*, provides the technical details of the dedicated water supply for bushfire fighting for the bushfire zone.

‘The Planning and Design Code’ Hazards (Bushfire – High Risk) Overlay (Performance Objective 4.3) details the mandatory requirements for the site to provide a dedicated hardstand area in a location that allows fire fighting vehicles to safely access the dedicated water supply.

Where a water storage facility is required to have a fire authority fitting, the following will apply:

- The water supply outlet shall be easily accessible and clearly identifiable from the access way and at a distance of no greater than 60 metres from the proposed dwelling.

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- The dedicated water supply and its location should be identified with suitable signage (i.e. blue sign with white lettering "FIRE WATER").
- Access to the dedicated water supply shall be of all-weather construction, with a minimum formed road surface width of 3 metres.
- Provision shall be made adjacent the water supply for a nominally level hardstand area (capable of supporting fire-fighting vehicles with a gross vehicle mass (GVM) of 21 tonnes) that is a distance equal to or less than 6 metres from the water supply outlet.
- SA CFS appliance's inlet is rear mounted; therefore the outlet/water storage shall be positioned so that the SA CFS appliance can easily connect to it rear facing.
- A gravity fed water supply outlet may be remotely located from the tank to provide adequate access.
- All non-metal water supply pipes for bushfire fighting purposes (other than flexible connections and hoses for fire-fighting) shall be buried below ground to a minimum depth of 300mm with no non-metal parts above ground level.
- All water supply pipes for draughting purposes shall be capable of withstanding the required pressure for draughting.
- Ideally a remote water supply outlet should be gravity fed. Where this is not possible the following dimensions shall be considered as the maximum capability in any hydraulic design for draughting purposes:
 1. The dedicated water supply outlet for draughting purposes shall not exceed 5 metres maximum vertical lift (calculated on the height of the hardstand surface to the lowest point of the storage) and no greater than 6 metres horizontal distance.
 2. The suction outlet pipework from the tank shall be fitted with an inline non return valve of nominal internal diameter not less than that of the suction pipe and be located from the lowest point of extract from the tank. All fittings shall be installed to allow for easy maintenance.

Pools are permissible as the dedicated fire-fighting water supply, if the following can be achieved:

- Provision shall be made adjacent to the water supply for a nominally level hardstand area (capable of supporting fire-fighting vehicles with a gross vehicle mass (GVM) of 21 tonnes), that is a distance equal to or less than 3m to edge of water source; OR
- A gravity fed outlet can be incorporated into the design of the plumbing;
AND
- Is unobstructed by associated landscaping and barriers.

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Access via a removable inspection opening is permissible if the following can be achieved:

- Provision shall be made adjacent to the water supply for a nominally level hardstand area (capable of supporting fire-fighting vehicles with a gross vehicle mass (GVM) of 21 tonnes), that is a distance equal to or less than 3m to edge of the tank, AND
- The opening is a minimum of 200mm wide and is not more than 1.5m above ground level and no lower than 5m to the lowest point of the water source, AND
- Is unobstructed by associated landscaping and barriers.

4) **Vegetation Management**

'The Planning and Design Code' Hazards (Bushfire – High Risk) Overlay (Performance Objective 4.2) details the mandatory requirements to establish and maintain an asset protection zone. As such, landscaping shall include bushfire protection features that will prevent or inhibit the spread of bushfires and minimise the risk to life and/or damage to buildings and property and maintain a fuel reduced zone for safe movement of occupants and fire-fighters.

A vegetation management zone (VMZ) shall be established and maintained within 20 metres of the habitable building (or to the property boundaries – whichever comes first) as follows:

- The number of trees and understorey plants existing and to be established within the VMZ shall be reduced and maintained such that, when considered overall, a maximum coverage of 30% is attained, and so that the leaf area of shrubs is not continuous. Careful selection of the vegetation will permit the 'clumping' of shrubs where desirable, for diversity, and privacy and yet achieve the 'overall maximum coverage of 30%'.
- Reduction of vegetation shall be in accordance with SA Native Vegetation Act 1991 and SA Native Vegetation Regulations 2017.
- Trees and shrubs shall not be planted closer to the building(s) than the distance equivalent to their mature height.
- Trees and shrubs must not overhang the roofline of the building, touch walls, windows or other elements of the building.
- Shrubs must not be planted under trees and must be separated by at least 1.5 times their mature height from the trees' lowest branches.
- Grasses within the zone shall be reduced to a maximum height of 10cm during the Fire Danger Season.

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- No understorey vegetation shall be established within 1 metre of the habitable building (understorey is defined as plants and bushes up to 2 metres in height).
- Flammable objects such as plants, mulches and fences must not be located adjacent to vulnerable parts of the building such as windows, decks and eaves.
- The VMZ shall be maintained to be free of accumulated dead vegetation.

ADVISORY NOTES

General Notes

- 1) No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.
- 2) Appeal rights – General rights of review and appeal exist in relation to any assessment, request, direction or act of a relevant authority in relation to the determination of this application, including conditions.
- 3) A decision of the Commission in respect of a development classified as restricted development in respect of which representations have been made under section 110 of the Act does not operate:
 - a) Until the time within which any person who made any such representation may appeal against a decision to grant the development authorisation has expired; or
 - b) If an appeal is commenced:
 - i. until the appeal is dismissed, struck out or withdrawn; or
 - ii. until the questions raised by the appeal have been fully determined (other than any question as to costs).

Planning Consent

- 1) This Planning Consent is valid for a period of twenty-four (24) months commencing from the date of the decision.

Building Consent must be applied for prior to the expiry of the DPC.

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- 2) Management of the property during construction shall be undertaken in such a manner as to prevent denudation, erosion or pollution of the environment.

Advisory Notes imposed by Environment Protection Authority under Section 122 of the Act

- 3) The applicant/owner/operator are reminded of its general environmental duty, as required by section 25 of the *Environment Protection Act 1993*, to take all reasonable and practicable measures to ensure that activities on the site and associated with the site (including during construction) do not pollute the environment in a way which causes or may cause environmental harm.
- 4) More information about the Environment Protection Authority and the Environment Protection Act and policies can be found at: www.epa.sa.gov.au

Advisory Notes imposed by South Australian Country Fire Service under Section 122 of the Act

- 5) **Building Considerations**
Ministerial Building Standard MBS008 “Designated bushfire prone areas - additional requirements” 2020, as published under the Planning, Development and Infrastructure Act 2016 applies to this site.

Please refer to the National Construction Code (NCC), relevant standards and state provisions for construction requirements and performance provisions.

A site Bushfire Attack Level (BAL) assessment is a requirement in accordance with the NCC and Australian Standard™3959 (AS3959) “Construction of Buildings in Bushfire Prone Areas”.

- 6) The subject land is known to be within 500m of a former landfill site where there is a site contamination audit being undertaken on behalf of the Adelaide Hills Council (Council). Landfill gas has been detected on the former landfill site. However, the source (anthropogenic or natural) and extent of this gas is subject to ongoing monitoring and further analysis. At this stage, it is unknown whether or not landfill gas is migrating offsite, noting that testing for landfill gas has so far only occurred within the site of the former landfill. While the Environment Protection Authority (EPA) has not issued any formal advice or direction to the Council in relation to the proposed development, its general advice suggests that in the absence of site-specific risk information, an effective control measure is a 500m buffer between new development and a landfill, measured from the outer boundary of the area containing waste: see

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EPA Information Sheet 'Landfill gas and development near landfills – advice for planning authorities and developers' issued February 2021.

The applicant is reminded that if they elect to proceed with the development in the absence of site-specific risk information:

1. They do so entirely at their own risk.
2. Under the Environment Protection Act 1993, a developer may be considered to have caused site contamination if the development creates a risk to future residents or occupiers from landfill gas.
3. The Council accepts no responsibility for any harm to persons, or any harm or damage to, or loss of property, or any other detriment resulting from the applicant's actions.

It is the applicant's responsibility to ensure that all appropriate steps are undertaken to minimise the potential harm or damage to property or persons arising from this situation.

Any queries in regards to landfill gas migration or site contamination should be directed to the EPA Hotline on 1800-729-175.

8:33pm John Kemp left the meeting due to his declared interest, and did not return

9.3 Development Application 21035570 by Adelaide Hills Council for variation to Development Authorisation 18/802/473 for the following:

- Removal of Buildings 12A & 12B from the proposal;
- Floor plan layout changes for Buildings 20A-20F & 21 with associated change to external openings; and
- Installation of raised flooring to portion of Building 21

at Buildings 12A-12B, 20A-20F and 21 / 1 Lobethal Road, Lobethal

9.3.1 Representations

None to be heard

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9.3.2 Decision of Panel

The following was adopted by consensus of all members (8)

The Council Assessment Panel resolved that:

- 1) Pursuant to Section 107(2)(c) of the Planning, Development and Infrastructure Act 2016, and having undertaken an assessment of the application against the Planning and Design Code, the application is NOT seriously at variance with the provisions of the Planning and Design Code; and
- 2) Development Application Number 21035570, by Adelaide Hills Council for variation to development authorisation 18/802/473 for the following: -
Removal of building 12A & 12B from the proposal – Floor plan layout changes for buildings 20A-20F & 21 with associated change to external openings – Installation of raised flooring to portion of building 21 at 1 Lobethal Road Lobethal is GRANTED Planning Consent subject to the following conditions:

CONDITIONS

Planning Consent

- 1) The development granted shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below (if any).
- 2) Except where varied by this authorisation, all other conditions, plans and details relating to Development Authorisation 18/802/473 continue to apply to this amended authorisation.

CONDITIONS Imposed by Minister responsible for the administration of the Heritage Places Act 1993 under Section 122 of the Act

- 1) Proposed solid egress door to street façade of Building 21 to be finished to match external colour of wall.
- 2) Final details relating to structural lintels to all new wall openings to be confirmed with Heritage South Australia, of the Department for Environment and Water, prior to commencement of construction.
- 3) Design and sectional details of saw-tooth roof windows to be replaced to be confirmed with Heritage South Australia, of the Department for Environment and Water, prior to commencement of construction.

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- 4) External paint finish to Building 20 to be confirmed with Heritage South Australia, of the Department for Environment and Water. Colour scheduled is not compatible with the heritage values of the State Heritage Place. Further, if the applicant decides to expose and repoint stonework to this wall instead, Development Approval is required.
- 5) New door to Building 20, at ground floor level, within existing window opening – in-fill brickwork is to be recessed, so the original extent of opening is visibly clear and brickwork is to utilise existing salvaged bricks from other works to this building.

ADVISORY NOTES

- 1) This development authorisation to vary the original authorisation is valid for a period not exceeding that of the original authorisation – 14 October 2023. This time period may be further extended by written request to, and approval by, Council prior to the approval lapsing. Application for an extension is subject to payment of the relevant fee and will be required to be paid for both the original authorisation and the variation authorisation.
- 2) No work can commence on this development unless a Development Approval has been obtained. If one or more consents have been granted on this Decision Notification Form, you must not start any site works or building work or change of use of the land until you have received notification that Development Approval has been granted.
- 3) Appeal rights – General rights of review and appeal exist in relation to any assessment, request, direction or act of a relevant authority in relation to the determination of this application, including conditions.
- 4) Please note the following requirements of the *Heritage Places Act 1993*:
 - a) If an archaeological artefact believed to be of heritage significance is encountered during excavation works, disturbance in the vicinity must cease and the SA Heritage Council must be notified.
 - b) Where it is known in advance (or there is reasonable cause to suspect) that significant archaeological artefacts may be encountered, a permit is required prior to commencing excavation works. For further information, contact the Department for Environment and Water.

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5) Please note the following requirements of the *Aboriginal Heritage Act 1988*:

- a) If Aboriginal sites, objects or remains are discovered during excavation works, the Aboriginal Heritage Branch of the Aboriginal Affairs and Reconciliation Division of the Department of the Premier and Cabinet (as delegate of the Minister) is to be notified under Section 20 of the *Aboriginal Heritage Act 1988*.

9.4 **Development Application 21035577 by Adelaide Hills Council for demolition of Buildings 12A & 12B, alterations and additions to Building 14 which will include a change of use to the existing offices to include accommodation (artist short term accommodation), a new bridge to Building 20 and a ground floor addition (community facility including a shop, office and amenities); and construction of a small plant and equipment compound behind Building 20 at Buildings 10-22E / 1 Lobethal Road, Lobethal**

9.4.1 **Representations**
None to be heard

The applicant's representative, Paul Day, was invited to answer questions from the Panel electronically via the Zoom Webinar.

9.4.2 **Decision of Panel**

The following was adopted by consensus of all members (9)

The Council Assessment Panel DEFERS consideration of Development Application Number 21035577 by Adelaide Hills Council for demolition of Buildings 12A & 12B, alterations and additions to Building 14 which will include a change of use to the existing offices to include accommodation (artist short term accommodation), a new bridge to Building 20 and a ground floor addition (community facility including a shop, office and amenities); and construction of a small plant and equipment compound behind Building 20 at Buildings 10-22E / 1 Lobethal Road, Lobethal to allow for further processing of the Application.

10. **Development Assessment Applications – Review of Decisions of Assessment Manager**
Nil

11. **ERD Court Appeals**
The Assessment Manager provided the Panel with a verbal update on current ERD Court Appeals.

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- 12. Policy Issues for Advice to Council**
Nil
- 13. Other Business**
- 13.1 The Panel acknowledged the excellent work that Damon Huntley provided to the Panel during his time with the Adelaide Hills Council.
- 13.2 Deryn advised that the advertisement for Expressions of Interest for Independent Members of the Council Assessment Panel will be in The Advertiser on Friday 11 February, the Courier on Wednesday 16 February and the Weekender Herald on Friday 18 February. Information will also be available on the website under Latest News. All members were invited to submit an EOI. The closing date for submissions is Sunday 6 March, at 8.00pm.
- 14. Order for Exclusion of the Public from the Meeting to debate Confidential Matters**
Nil
- 15. Confidential Item**
Nil
- 16. Next Meeting**
The next ordinary Council Assessment Panel meeting will be held on Wednesday 9 March 2022.
- 17. Close meeting**
The meeting closed at 8.45pm.