PART 12

APPENDICES

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APPENDIX 1 VIEWS AND VISTAS

A1.1 HARRIS PARK

Figure A1.1.1 – Historic view corridors

Table A1.1.1 – Historic view corridors

View Number	Description	Significance
No. 1-5, 11 and 12 on views map	Views from Elizabeth Farm and Harris Park colonial precinct north to the ridgeline of hills, river basin (area bounded by Victoria Road, James Ruse Drive, Prospect and Harris Streets) to trees along river, former Newlands, trees of former Rangihou, Wavertree, Macarthur Girls High School, marked by tall tree plantings, including bunya and hoop pines, visible above surrounding suburban development.	Broadest panorama views in Parramatta, of hills to the north allowing appreciation, river valley landscape setting, the siting and interrelationships between key colonial farms and remnant early houses (marked by historic tall tree plantings of Elizabeth Farm, Newlands, Wavertree, Macarthur House, Rangihou). Also modern views of key historic farm plantings from major roads.
No. 6 and 10 on views map	Views of the former Female Orphan School/ UWS Rydalmere from southwest, from James Ruse Drive, Elizabeth Farm and Experiment Farm.	Views to a key heritage item, the former Female Orphan School, retention of historical visual connections to Elizabeth Farm and Experiment Farm.
No. 7 on views map	View from Experiment Farm northeast to trees of Hambledon Cottage.	Demonstrates interrelationship between two key colonial cottages.
No. 8 on views map	Views from Hambledon Cottage to trees of Elizabeth Farm.	Demonstrates interrelationship between master and servant, the Macarthur family and governess.
No. 9 on views map	Views from Elizabeth Farm to trees of Hambledon Cottage.	
No. 13-16 on views map	Views from riverbank ridge defined by Thomas Street, North Parramatta, looking south down Stewart, Macarthur, Morton and Pemberton Streets to tall tree plantings of Hambledon Cottage, Experiment Farm, Elizabeth Farm and ridgeline of Harris Park colonial precinct.	Retain modern views of landmark tree plantings from the riverbank edge.

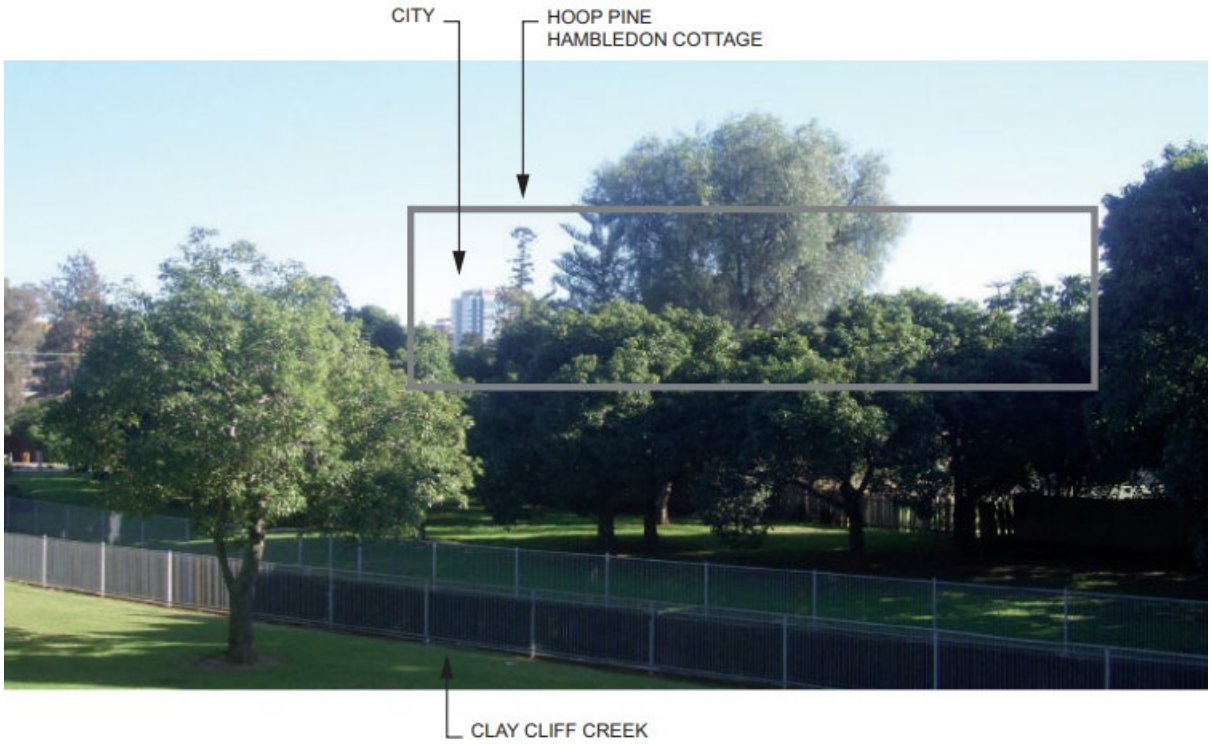


Figure A1.1.2 – View from north of Elizabeth Farm Reserve (outside garden fence) towards N/NNW; Clay Cliff Creek, city, trees of Hambledon Cottage

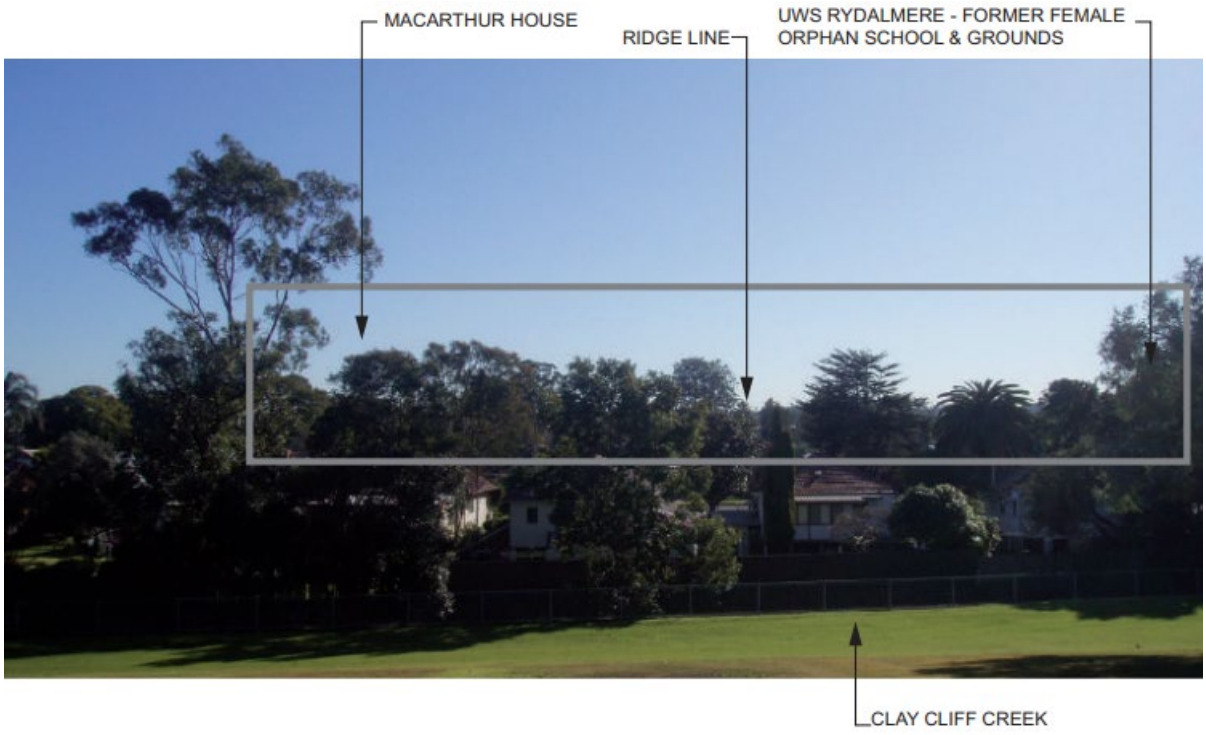


Figure A1.1.3 – View from north of Elizabeth Farm Reserve (outside garden fence) towards Clay Cliff Creek, trees along Parramatta River, Macarthur House & ridge line beyond

Figure A1.1.4 – View from north of Elizabeth Farm Reserve (outside garden fence) towards Clay Cliff Creek, trees along Parramatta River, Macarthur house & ridge line beyond

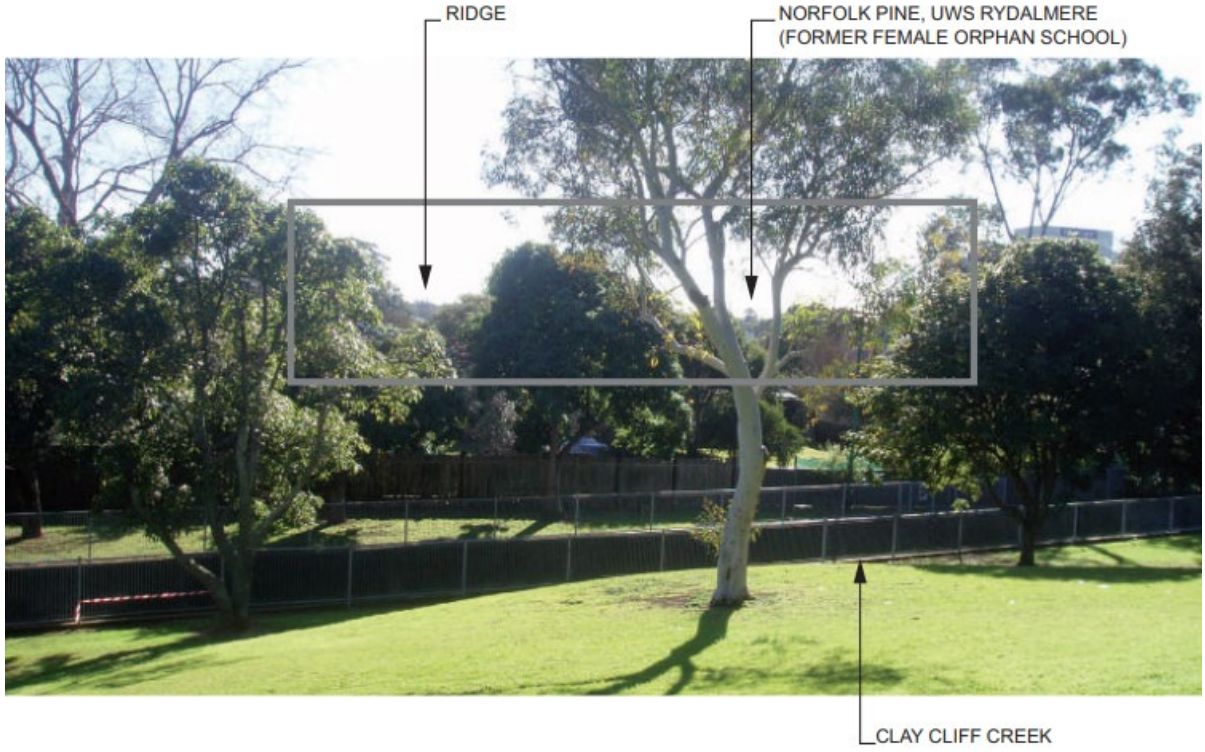
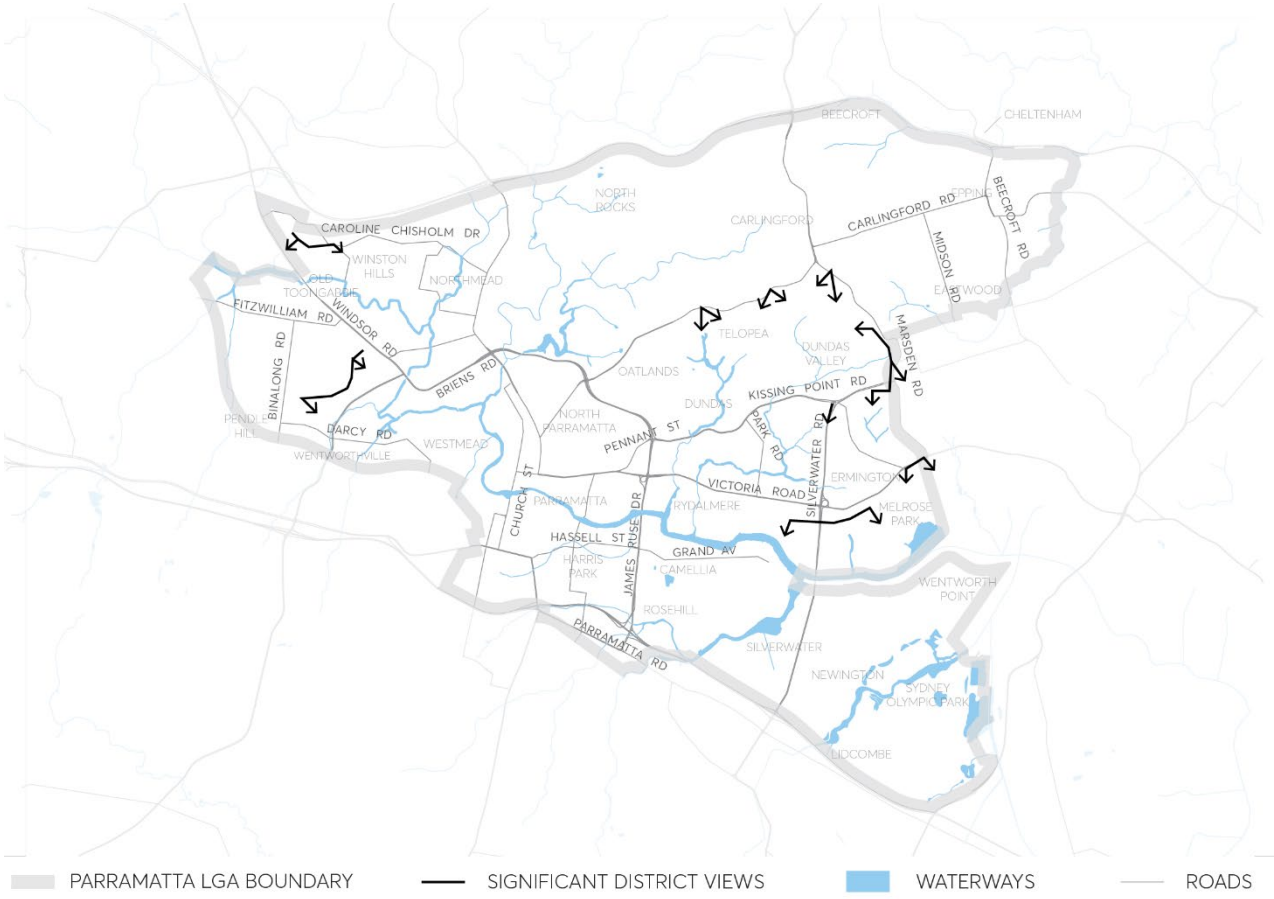


Figure A1.1.5 – View from north of Elizabeth Farm Reserve (outside garden fence) towards Clay Cliff Creek, trees along Parramatta River, Macarthur House & ridge line beyond

Figure A1.1.6 – View from north of Elizabeth Farm Reserve (outside garden fence) towards Clay Cliff Creek, city, trees of Hambledon Cottage, trees of Elizabeth Macarthur Girls High School (former grounds of Newlands), & trees of Brougton House (former Newlands)

A1.2 OTHER SUBURBS



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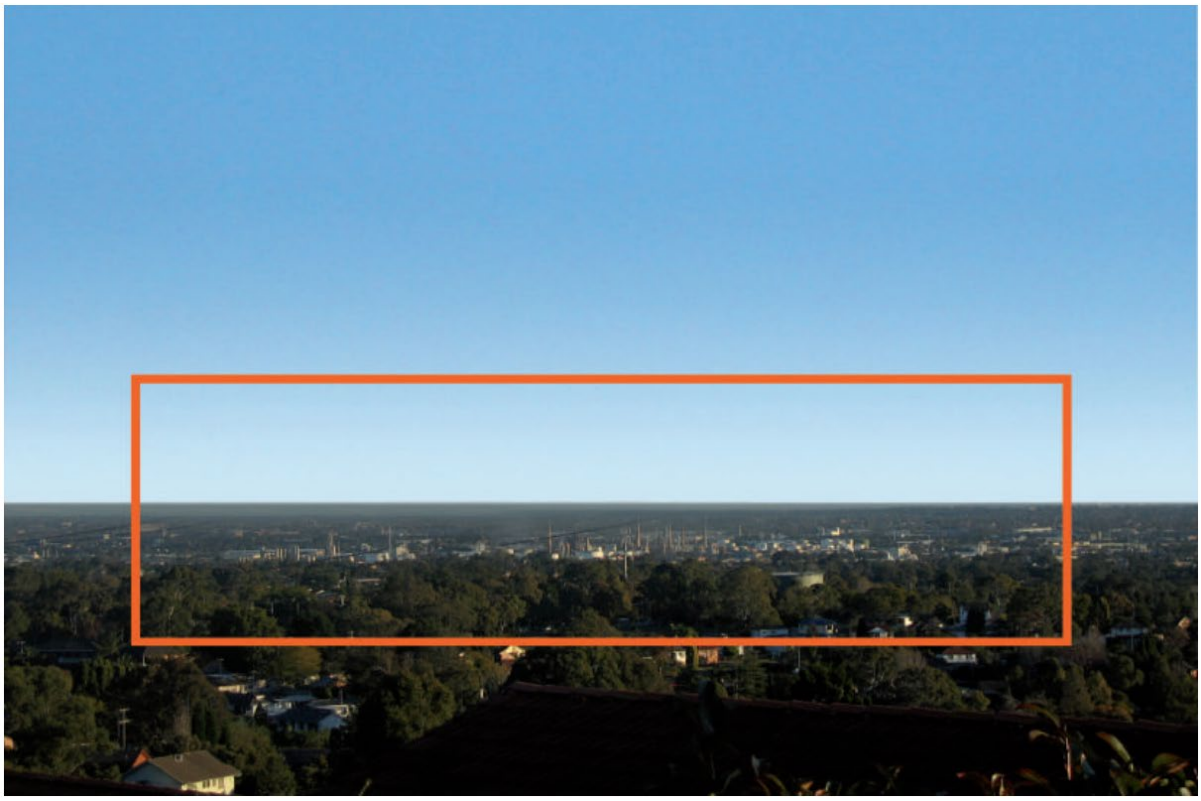

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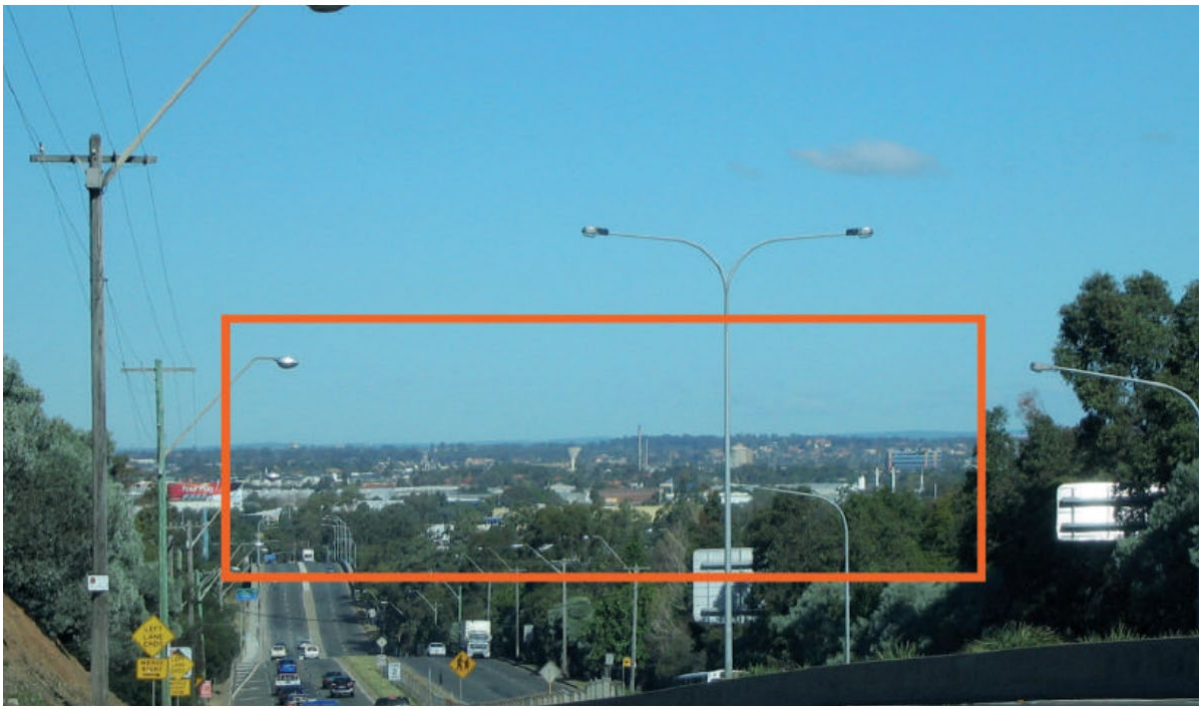

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APPENDIX 2 WASTE MANAGEMENT

A2.1 WASTE MANAGEMENT GUIDELINES FOR NEW DEVELOPMENT APPLICATIONS

This guidelines document provides information of the waste management requirements for new Development Applications lodged with the City of Parramatta Council. The requirements set out in this guide are based on the objectives of Section 5.5.9 – Waste Management of Parramatta Development Control Plan (DCP) 2023 and current best practice waste management recommendations.

1.0 INTRODUCTION

Purpose of the waste management guidelines

These guidelines provide information to assist planners, engineers, architects, and developers to incorporate suitable provisions for waste handling, storage and collection into the design of developments so as to achieve good waste management outcomes, while encouraging safe, easy and convenient services that preserve the reputation and amenity of the development.

In the case of large, complex developments, discussions with Council's Waste Team about appropriate waste management systems are strongly recommended prior to lodgement of the DA.

Development Applications which involve demolition and/or the construction of new buildings must comply with the Performance Criteria at Attachment A and include a Waste Management Plan.

Waste management and the Development Application process

Waste management should be considered at the design and planning stage of a development.

Consideration of waste management at this early stage will ensure appropriate waste facilities are provided to meet the needs of the development. In addition, early planning will ensure costly design amendments are not required at a later stage, reducing delays in the assessment process.

General considerations

In selecting the appropriate waste management system for your development, it is important to consider the number of bins required and how all allocated bins will be stored within the development.

It is also essential to have a clear understanding of Council's servicing requirements to ensure bin storage areas and collection points are integrated into the overall development from the initial planning stages and can be serviced efficiently and effectively by Council.

It is essential you read the components of this guide that are relevant to your development type in selecting and designing a waste management system.

2.0 DEMOLITION AND CONSTRUCTION

This section applies to applications that involve:

- demolition works; and/or
- construction works, including earthworks, alterations/additions to existing buildings.

Submission requirements

2..1 Applicants are required to complete Stages 1 and 2 of Council's Waste Management Plan Template. This plan must address:

- expected volumes and types of waste to be generated;
- details of how this waste will be re-used, recycled or disposed of (name and contact details for each receiving waste facility are required); and
- details of how waste will be managed on site during demolition and construction so that waste is adequately separated, stored and reused/recycled/disposed of (for example through staff training, requirement in contracts, signage, etc).

2.2 Applicants are required to submit plans with their application which show:

- location of areas where waste will be sorted for disposal or recycling;
- location of areas where waste and soil stock piles will be stored on site; and
- access path for vehicles removing waste from the site.

Development Controls

2.3 Documentation (such as receipts) for the transport and disposal of waste and recycling materials from the site must be retained. This documentation must be made available to Council on request to monitor compliance with the approved Waste Management Plan.

2.4 The removal and transport of asbestos containing materials must be conducted by an Environment Protection Authority (EPA) licensed contractor, and the materials must be disposed of at an appropriately licensed facility. These activities must be conducted in accordance with the requirements of SafeWork NSW, the *Protection of the Environment Operations (Waste) Regulation 2014* and EPA Waste Classification Guidelines 2014.

2.5 The *Protection of the Environment Operations (Waste) Regulation 2014* has requirements for waste transporters to record the movement of more than 100kg of asbestos waste or more than 10m^2 of asbestos sheeting. Transporters must use the online Waste Locate system. For more information see https://wastelocate.epa.nsw.gov.au/

2.6 Hazardous or intractable wastes arising from the demolition process shall be removed and disposed of in accordance with the requirements of SafeWork NSW, the EPA, and the provisions of the *Work Health and Safety Act 2011*, *NSW Protection of the Environment and Operations Act 1997 (NSW)*, and the EPA Waste Classification Guidelines 2014.

2.7 Any contaminated material to be removed from the site shall be disposed of to an EPA licensed land fill.

2.8 Stockpiles of topsoil, sand, aggregate, soil or other material are not to be located on any drainage line or easement, natural watercourse, footpath or roadway and shall be protected

with adequate sediment controls.

3.0 DETACHED & SECONDARY DWELLINGS, DUAL OCCUPANCIES, AND MULTI-DWELLING HOUSING

This section applies to applications for:

- new single dwelling developments;
- new dual occupancy and secondary dwelling developments;
- new multi-dwelling housing (where 3 or more dwellings are on the same parcel of land, each with access at ground level including villas and town houses); and/or
- amendments to existing multi-dwelling housing developments that will significantly affect waste generation and/or management.

Submission requirements

3.1 Applicants are required to complete Stage 3 of Council's Waste Management Plan Template. This plan must address:

- expected volumes and types of waste to be generated (refer to Table A2.1 for standard waste generation rates);
- details of how this waste will be stored on site, including provisions for the separation of general waste, recycling, and food and garden organics; and
- details of how ongoing management of waste will be conducted (e.g. caretaker, tenant as part of lease agreement).

3.2 Applicants are required to submit plans with their application which show:

- Location of an indoor waste/recycling cupboard for each dwelling.
- Location, design of an on-site bin storage area and bin carting routes.
- Identification of collection point, including path of travel for moving bins from storage area to collection point or vehicular access path to storage area (if on-property collection).

Development Controls

3.3 Each dwelling must be provided with an indoor waste/recycling cupboard that is large enough to accommodate a single day's waste and provides for the separation of garbage, food organics, and recycling.

3.4 For single detached dwellings, dual occupancies, and multi-dwelling housing with 6 or less dwellings, individual bin storage areas must be provided for each dwelling. These areas are to be capable of accommodating Council's waste, recycling, and food and garden organics waste bins and be located on the ground level with unobstructed access to the collection point.

3.5 For multi-dwelling housing developments containing 7 or more dwellings, a communal bin storage room is to be provided and is to be constructed to comply with all the relevant provisions of Council including:

- the size being large enough to accommodate all waste generated on the premises with allowances for the separation of waste types (refer to Table A2.1 below for waste generation rates, and bin and room size requirements);
- located within 6.5 metres of the property boundary, with a carting route from the bin room to the kerb which is unobstructed, 1.2 metres wide, and with a grade no steeper than 1 in 8;
- designed so that there is easy access for residents and caretakers, including allowance for the manoeuvrability of bins including minimum aisle space of 1.2 metres.
- floor and wall surfaces that are smooth, even, and coved at all intersections, with the floor graded and drained to an approved drainage outlet connected to the sewer;
- a minimum roof clearance of 2.1 metres;
- enclosed, with a door;
- the provision of a water supply and tap to facilitate cleaning, with the outlet located in a position so that it cannot be damaged;
- the provision of lighting and ventilation (either natural or mechanical) in accordance with the Building Code of Australia;
- the provision of signage indicating the appropriate use of bins; and
- designed for the sole purposes of the storage of bins, and not as a utility room for gas meters, power boards or for the storage of other items.

Table A2.1.1 – Considerations for design of communal bin storage rooms for specific development types

Waste Generation Rates	General Waste = 80L/dwelling/wk Co-Mingled Recycling = 60L/dwelling/wk Food and Garden Organics = 5L/dwelling/wk		
Bin types to be used	7-30 dwellings: 240L bins (collected once per week) 31-80 dwellings: 240L bins (collected twice per week) 81-150 dwellings: 660L bins (collected twice per week) 150+ dwellings: 1100L bins (collected twice per week)		
Bin Dimensions (m^2)	**240L** Height: 1100mm Width: 580mm Depth: 735mm	**660L** Height: 1250mm Width: 1310mm Depth: 775mm	**1100L** Height: 1355mm Width: 1375mm Depth: 1075mm
Size of bin storage area	Sizing should be calculated using the number of bins x size of bins + space for manoeuvrability, with an additional allowance of 15% to allow for future modifications of services or changes to waste streams. Refer to Council's website for further guidance on determining the number and type of bins and service frequencies for your development. Please refer to the NSW EPA's *Better Practice Guide for Resource Recovery in Residential Developments 2019* for layouts of bin storage areas, and contact Council's Waste Team to discuss options for appropriate bin configurations.		

3.6 Council does not support the use of compactors with mobile garbage bins (MGBs) due to risks of damage to bins or excessive bin weights due to over-compaction.

3. 7 Where bins are to be placed on the kerb for collection, a suitable location must be provided

that allows for bins to be presented with spacing of 30cm between bins and 1 metre from obstacles such as parked cars or trees, with a clearance of 3 metres between the top of the bin and overhead power lines.

3.8 Where bins are shared between residents a caretaker must be appointed who is responsible for managing waste. Strata by-laws are to include provisions for the proper management of waste on-site.

3.9 To avoid impact on pedestrian safety and traffic congestion during collection periods, only developments that contain 6 or less dwellings should present their bins for kerbside collection.

3.10 In the case where bins are not presented kerbside, Council's preference is that developments of up to 80 dwellings shall receive a collect and return service where bins are presented at an agreed collection point on-site and wheeled to the kerb for emptying by the contractor. For developments greater than 80 dwellings, on-site access by collection vehicles is required for bin collection, in which case, adequate and safe access must be provided for Council's Standard Waste Collection Vehicles as follows:

- the site must be designed to allow for a Heavy Rigid Vehicle to enter and exit the site in a forward direction and to adequately manoeuver once onsite, without the use of a turntable;
- the collection point should be located to minimise vehicle manoeuvring within the site;
- the route of travel for the waste vehicle is to be of sufficient strength and quality to support a Heavy Rigid Vehicle;
- the grades of entry and exit ramps and manoeuvrability (including turning circles) must not exceed the capabilities of the waste collection vehicle and are to comply with Australian Standard AS 2890.2 Parking Facilities: Off-Street Commercial Vehicle Facilities;
- transfer of an authorised easement restricted to the common property on the strata plan to provide indemnity against liabilities, losses, damages and other costs arising from the on property collection service provided;
- minimum height of the entry and vehicle route of travel is to be 4.5 metres to allow clearance for waste collection vehicles; and
- in some cases, universal access keys or lock boxes may need to be provided to enable access to waste collection areas.

Applicants should contact Council's Waste Team to confirm truck sizes and current servicing arrangements.

3.11 Dedicated areas for temporary storage of unwanted bulky items (e.g. cardboard, furniture, mattresses or appliances) are to be provided adjacent to waste storage rooms, and must be accessible to all residents. These areas are to be sized at $10m^2$ for up to and including 40 units, with an additional $2m^2$ for every extra 10 units, up to a maximum of $50m^2$.

4.0 RESIDENTIAL FLAT BUILDINGS (INCLUDING MANOR HOUSES)

This section applies to applications for:

- buildings containing 3 or more dwellings, but does not include an attached dwelling or multi dwelling housing; and/or
- amendments to existing residential flat building (RFB) developments that will significantly affect waste generation and/or management.

Submission requirements

4.1 Applicants are required to complete Stage 3 of Council's Waste Management Plan Template. This plan must address:

- Expected volumes and types of waste to be generated (see Table A2.2 for standard waste generation rates).
- Details of how this waste will be stored on site, including provisions for the separation of waste, recycling, and food organics, and details of any garbage chutes.
- Details of how ongoing management of waste will be conducted.

4.2 Applicants are required to submit plans with their application which show:

- location of an indoor waste/recycling cupboard for each dwelling;
- location and design of all communal waste storage area/s, capable of accommodating all waste generated on the premises (including bulky wastes);
- location of any garbage chutes, compaction equipment, bin pulls or interim storage rooms;
- location of any service lifts used for the transport of wastes and recycling; and
- identification of collection point, including path of travel for moving bins from storage area to collection point or vehicular access path to storage area (if on-property collection).

Development Controls

4.3 Each unit must be provided with an indoor waste/recycling cupboard that is large enough to accommodate a single day's waste and provides for the separation of garbage, recycling and food organics.

4.4 All residential flat building developments are required to provide a communal bin storage room to accommodate all wastes and recyclables. Communal bin storage rooms shall be constructed to comply with all the relevant provisions of Council including:

- the size being large enough to accommodate all waste generated on the premises, with allowances for the separation of waste types; (refer to Table A2.2 below for waste generation rates and bin sizes to be used in calculating floor areas for communal bin rooms);
- located on the ground floor of the development or within 6.5 metres of the property boundary, with a carting route from the bin room to the collection point which is unobstructed, at least 1.2 metres wide, and with a grade no steeper than 1 in 8;
- designed so that there is easy access for residents and caretakers, including allowance for the manoeuvrability of bins including minimum aisle space of 1.2 metres.

- the floor and wall surfaces that are smooth, even and coved at all intersections, with the floor graded and drained to an approved drainage outlet connected to the sewer;
- a minimum roof clearance of 2.1 metres;
- enclosed, with a door;
- the provision of a water supply and tap with the outlet located in a position so that it cannot be damaged;
- the provisions of lighting and ventilation (either natural or mechanical) in accordance with the Building Code of Australia;
- the provision of signage indicating the appropriate use of bins; and
- designed for the sole purposes of the storage of bins, and not as a utility room for gas meters, power boards or for the storage of other items.

Table A2.1.2 – Considerations for the design of communal bin storage rooms

Waste Generation Rates	General Waste = 80L/dwelling/wk Co-Mingled Recycling = 60L/dwelling/wk Food and Garden Organics = 5L/dwelling/wk		
Bin types to be used	7-30 dwellings: 240L bins (collected once per week) 31-80 dwellings: 240L bins (collected twice per week) 81-150 dwellings: 660L bins (collected twice per week) 150+ dwellings: 1100L bins (collected twice per week)		
Bin Dimensions (m^2)	**240L** Height: 1100mm Width: 580mm Depth: 735mm	**660L** Height: 1250mm Width: 1310mm Depth: 775mm	**1100L** Height: 1355mm Width: 1375mm Depth: 1075mm
Size of bin storage area	Sizing should be calculated using the number of bins x size of bins + space for manoeuvrability, with an additional allowance of 15% to allow for future modifications of services or changes to waste streams. Refer to Council's website for further guidance on determining the number and type of bins and service frequencies for your development. Please refer to the NSW EPA's *Better Practice Guide for Resource Recovery in Residential Developments 2019* for layouts of bin storage areas, and contact Council's Waste Team to discuss options for appropriate bin configurations.		

4.5 For developments of less than 5 storeys, the movement of waste to the communal bin storage room can be made the responsibility of the residents.

4.6 For developments with 5 or more storeys, the movement of waste to the communal bin storage room is be achieved through either:

- provision of an interim waste storage room on each floor (the size of which must accommodate at least two 240L bins and one 80L bin) for the storage of garbage, recycling and food wastes, with a caretaker appointed to transport material from the interim rooms to the communal storage room via a service lift; or
- installation of a chute system to transport garbage to the communal storage room and the provision of interim rooms on each floor (the size of which must accommodate at least

one 240L bin and one 80L bin) for storage of recycling and food wastes, with a caretaker appointed to transport recycling and food wastes from the interim rooms to the communal storage room.

4.7 For developments which incorporate a waste chute system, the chute system must adhere to the following specifications:

- The waste chute system will provide a chute for garbage only (note. Chutes are not suitable for recycling due to the risk of glass breakage or blockage of the chute by cardboard).
- Chute openings are to be provided on each residential level of the development in an accessible and easily identifiable location, with signage outlining their proper use.
- The chute is to be designed to minimise noise and fire risks by being cylindrical in section and having a diameter of at least 500mm. The chute is to be completely enclosed in a fire-rated shaft and constructed in accordance with the Building Code of Australia.
- The chute is to terminate in a garbage room and discharge directly into a receptacle/bin that prevents spillage and overflow. The waste chute service room must be located directly under where the chute terminates.
- A site caretaker/manager will be required to transfer all bins from the chute service room to the agreed waste bin storage area ready for collection.

4.8 Council does not support the use of compactors with mobile garbage bins (MGBs) due to risks of damage to bins or excessive bin weights due to over-compaction. For larger developments, applicants are encouraged to contact Council to discuss the use of compactor systems with static bins.

4.9 Dedicated areas for temporary storage of unwanted bulky items (eg. cardboard, furniture or appliances) are to be provided adjacent to waste storage rooms and must be accessible to all residents. These areas are to be sized at $10m^2$ for up to and including 40 units, with an additional $2m^2$ for every extra 10 units, up to a maximum of $50m^2$.

4.10 To avoid impact on pedestrian safety and traffic congestion during collection periods, only developments that contain 6 or less dwellings should present their bins for kerbside collection.

4.11 Where bins are to be placed on the kerb for collection, a suitable location must be provided that allows for bins to be presented with spacing of 30cm between bins and 1 metre from obstacles such as parked cars or trees, with a clearance of 3 metres between the top of the bin and overhead power lines.

4.12 In the case where bins are not presented kerbside, Council's preference is that developments of up to 80 dwellings shall receive a collect and return service, where bins are presented at an agreed collection point on-site and wheeled to the kerb for emptying by a contractor. Developments of 81 or more dwellings receive on-site collections via a loading dock.

4.13 Where on-site access is required for bin collection, adequate and safe access must be provided for Council's Standard Waste Collection Vehicles from a loading dock as follows:

- The site must be designed to allow for Heavy Rigid Vehicles to enter and exit the site in a forward direction and to adequately manoeuvre once onsite, without the use of a turntable.
- The collection point should be located to minimise vehicle manoeuvring within the site.
- The route of travel for the waste vehicle is to be of sufficient strength and quality to support a Heavy Rigid Vehicle.

- The minimum height of the entry and vehicle route of travel is to be 4.5 metres to allow clearance for waste collection vehicles.
- The grades of entry and exit ramps and manoeuvrability (including turning circles) must not exceed the capabilities of the waste collection vehicle and are to comply with Australian Standard AS 2890.2 Parking Facilities: Off-Street Commercial Vehicle Facilities.
- Transfer of an authorised easement restricted to the common property on the strata plan to provide indemnity against liabilities, losses, damages and other costs arising from the on property collection service provided.
- In some cases, universal access keys or lock boxes may need to be provided to enable access to waste collection areas.

Applicants should contact Council's Waste Services Team to confirm truck sizes and advise of current servicing arrangements.

4.14 A caretaker must be appointed who is responsible for managing waste, and strata by-laws are to include provisions for the proper management of wastes on-site.

5.0 MIXED USE DEVELOPMENTS

This section applies to applications for:

- mixed use developments comprising a combination of residential and commercial units (or two or more different land uses) within the one development, including shop-top housing; and/or
- amendments to existing mixed use developments and shop-top housing that will affect waste generation and/or management.

Submission requirements

5. 1 Applicants are required to complete Stage 3 of Council's Waste Management Plan Template. This plan must address:

- expected volumes and types of waste to be generated;
- details of how waste will be stored on site, including provisions for the separation of waste recycling, and food organics, and details of any garbage chutes or waste infrastructure/equipment; and
- details of how ongoing management of waste will be conducted.

5.2 Applicants are required to submit plans with their application which show:

- location of an indoor waste/recycling cupboard for each dwelling;
- location and design of all waste storage areas to accommodate the different wastes generated on the premises;
- location of any garbage chutes, waste infrastructure/equipment, bin pulls or interim storage rooms;
- location of any service lifts used for waste/recycling transport; and
- identification of collection point, including path of travel for moving bins from storage area to collection point, or vehicular access path to storage area (if on-property collection).

Development Controls

In addition to the requirements set out for multi-dwelling housing and residential flat buildings, the following submission requirements apply to applications for mixed use developments:

5.3 Separate waste facilities must be provided for residential and commercial tenants. These are to be designed and located so that the residential tenants cannot access the commercial waste facilities and vice versa.

5.4 A caretaker must be appointed to manage the separate residential and commercial waste facilities and ensure ongoing management of the development.

5.5 Waste management for the residential dwellings must comply with the requirements as outlined in Section 4.0 for residential flat buildings.

5.6 Each commercial unit must be provided with a clearly defined storage area that is of a size that easily accommodates all waste and recycling generated from that unit for at least one day. Waste management for commercial units must comply with the requirements for commercial developments outlined in Sections 6.0 – 11.0.

6.0 ALL COMMERCIAL AND INDUSTRIAL DEVELOPMENTS

This section applies to applications for:

- all new commercial and industrial developments; and/or
- amendments to existing commercial and industrial developments that will affect waste generation and/or management.

Submission requirements

6.1 Applicants are required to complete Stage 3 of Council's Waste Management Plan Template. This plan must address:

- Expected volumes and types of waste to be generated from use of the site.
- Details of how this waste will be stored on site, including provisions for the separation of waste types, and details of any specialised waste services (e.g. disposal of trade waste or hazardous waste).
- Details of how ongoing management of waste will be conducted, including arrangements for the ongoing maintenance and cleaning of the bins, frequency of collections for the various waste streams, and proposed measures to minimise any negative impacts on public amenity and neighbouring properties.
- Nomination of the waste contractor to provide waste collection service.

6.2 Applicants are required to submit plans with their application which show:

- Location of indoor waste/recycling receptacles on the premises.
- Location and design of the designated waste storage area/s, capable of accommodating all waste generated on the premises and allowing for separation of waste types.
- Location of any grease traps.
- Location of collection point, including path of travel for moving bins from storage area to collection point or vehicular access path to storage area.

- Location of waste collection areas.

Development Controls

6.3 A waste storage room/s must be provided on the premises and shall be constructed to comply with all the relevant provisions of Council including:

- The size being large enough to accommodate all waste generated on the premises, with allowances for the separation and/or compaction of different waste types.
- Designed and sited so as to not adversely impact on the amenity of the development.
- Be located on either the ground floor or basement.
- Floor and wall surfaces that are smooth, even surface, and coved at all intersections with the floors graded and drained to an approved drainage outlet connected to the sewer.
- A minimum roof clearance of 2.1 metres.
- The provision of water supply and tap to facilitate cleaning, with the outlet located in a position so that it cannot be damaged.
- Ventilated (either natural or mechanical) in accordance with the Building Code of Australia.
- The provision of signage indicating the appropriate use of bins.
- Designed for the sole for the purposes of the storage of bins, and not as a utility room for gas meters, power boards or for the storage of other items.

6.4 Where on-site access is required for bin collection, and Council's waste service contractor is to be used, adequate and safe access must be provided for Council's standard waste collection vehicles as follows:

- The site must be designed to allow Heavy Rigid Vehicles to enter and exit the site in a forward direction and to adequately manoeuvre once onsite.
- The route of travel for the waste vehicle is to be of sufficient strength and quality to support a Heavy Rigid Vehicle.
- The grades of entry and exit ramps and manoeuvrability (including turning circles) must not exceed the capabilities of the waste collection vehicle and are to comply with Australian Standard AS 2890.2 Parking Facilities: Off-Street Commercial Vehicle Facilities.
- Transfer of an authorised easement restricted to the common property on the strata plan to provide indemnity against liabilities, losses, damages and other costs arising from the on property collection service provided.
- The minimum clearances must be 4.5m for Heavy Rigid Vehicles (HRV).

6.5 Applicants should contact Council's Waste Team to confirm truck sizes and advise of current servicing arrangements.

7.0 FOOD BUSINESS

This section applies to applications for:

- new food business, including, but not limited to restaurants, cafes, supermarkets, butchers, fish shops, packaged food outlets, and canteens; and/or

- amendments to existing food businesses that will affect waste generation and/or management.

Development Controls

In addition to the requirements set out for 'All Commercial Developments', the following requirements apply to applications for food businesses:

7.1 Design, construction and fit out of all waste facilities must comply with Australian Standard *AS* 4674 – 2004 Design, Construction and Fit-out of Food Premises.

7.2 A grease trap must be provided for all premises, except for temporary premises and those only providing pre-packaged food. The grease trap must be located away from food preparation, storage and packaging areas. Access to the grease trap for emptying must not be through these areas. A trade waste agreement with Sydney Water must be acquired before discharge of any waste water to the sewer system, including grease trap waste.

7.3 A garbage storage area or designated garbage room is to be provided on the premises and must be capable of accommodating all waste generated on the premises for at least one day.

7.4 If an external garbage storage area is to be provided, it must be:

- provided with a hose tap connected to a water supply;
- paved with an impervious material; and
- graded and drained to an approved waste disposal system.

7.5 If a designated garbage room is to be provided, it must be:

- provided with a hose tap connected to a water supply;
- consist of impervious floors and walls;
- be coved at the intersection of the floor and walls;
- graded and drained to floor waste connected to sewer;
- sufficiently ventilated and well lit; and
- proofed against pests.

7.6 If the premises produces more than 50L per day of meat, fish or poultry waste, waste must be collected daily or stored in a refrigerated garbage room until collection.

7.7 If the premises is to produce waste cooking oil, an appropriate private waste contractor is to be engaged for its collection. A bunded, covered area is to be provided on the premises for the storage of waste oil.

7.8 Garbage must be removed with sufficient frequency so as to avoid nuisance from pests and odours with bins regularly being cleaned in an area that drains to sewer.

8.0 HEALTHCARE FACILITIES AND SKIN PENETRATION FACILITIES

This section applies to applications for:

- new healthcare facilities and premises where skin penetration activities are to be conducted, including but not limited to dentists, medical centres, tattoo parlours and beauty salons; and/or
- amendments to existing healthcare and skin penetration facilities that will affect waste generation and/or management.

Development Controls

In addition to the requirements set out in Section 8.0 – All Commercial and Industrial Developments, the following requirements apply to applications for healthcare and skin penetration businesses:

8.1 Waste facilities and management practices for healthcare facilities are to comply with NSW Health publication Clinical and Related Waste Management for Health Services (2017).

8.2 Waste facilities and management for skin penetration premises are to comply with the requirements set out in the *Public Health Act 2010, Public Health Regulation 2012*.

8.3 A designated waste storage room is to be provided on the premises. The room must be:

- provided with a hose tap connected to a water supply;
- consisted of rigid impervious flooring;
- inaccessible to the public and secured with a lockable door;
- graded and drained to floor waste connected to sewer;
- sufficiently ventilated and well lit;
- proofed against pests; and
- designed to allow for segregation of waste into correct streams.

8.2.4 All waste receptacles, including bins and sharps containers, must be inaccessible to the public and sealed when not in use. Waste receptacles must be appropriately lined and bags of waste must be tied closed before being placed in bins for collection.

8.2.5 Garbage chutes are not permitted to be installed or used for the transport of waste in healthcare or skin penetration premises.

8.2.6 A sufficient number of waste receptacles must be provided on the premises to accommodate the volume and type of waste generated. If sharps are to be used on the premises, a designated sharps container must be provided and serviced by an appropriately licensed sharps waste contractor. Details of the private waste contractor must be provided to Council as part of the Waste Management Plan.

8.2.7 Hazardous waste, including sharps and clinical waste (bulk body fluids and blood, material containing blood, etc), is not permitted to be disposed of through the general waste stream. Council cannot receive hazardous waste and therefore an appropriately licensed private contractor must be engaged to provide this service. Details of the private waste contractor must be provided to Council as part of the Waste Management Plan.

9.0 CENTRE-BASED CHILD CARE FACILITIES

This section applies to applications for:

- new centre-based child care facilities; and/or
- amendments to existing child care facilities that will affect waste generation and/or management.

Development Controls

In addition to the requirements set out in Section 8.0 – All Commercial and Industrial Developments, the following submission requirements apply to applications for child care facilities:

9.1 Garbage and recycling bins must be located so that they do not negatively impact on outdoor play spaces and neighbouring properties.

9.2 Waste collections must occur at least once per week or more, depending on the bin size combinations agreed upon.

10.0 BOARDING HOUSES

This section applies to applications for:

- new Boarding House developments; and/or
- amendments to existing boarding house developments that will affect waste generation and/or management.

Development Controls

In addition to the requirements set out in Section 8.0 –All Commercial and Industrial Developments, the following submission requirements apply to applications for boarding houses:

10.1 Communal garbage and recycling facilities are to be provided within the development site. The waste storage area must be suitably enclosed, screened from view from the street, and located behind the front setback line. Facilities to cleanse storage containers on site are to be provided.

10.2 Waste storage areas shall be provided in an accessible location, and must achieve at grade access to the street for collection.

10.3 New boarding houses and the intensification of existing boarding houses must comply with the design principles in Part 3 – Residential Development of this DCP and must submit a Waste Management Plan with the Development Application.

10.4 At minimum waste storage must be provided at the following rate:

- Class 1(b) buildings (up to 12 residents) must provide two 240 litre waste bins; and two 240 litre recycling bins; and one 240 litre green waste bin, or the equivalent capacity
- Class 3 buildings (over 12 residents or 300m^2) must provide waste storage in accordance with requirements for Class1(b) buildings, for up to 12 residents, with an additional capacity of 40 litres waste storage and 40 litres recycling storage per person over 12 persons.

10.5 Provision of additional green waste bins will be determined on the size and nature of outdoor areas

11.0 SEX SERVICES PREMISES AND RESTRICTED PREMISES

This section applies to applications for:

- Sex services premises, restricted premises and businesses and entertainment premises providing adult entertainment; and/or
- Amendments to sex services premises, restricted premises and businesses and entertainment premises providing adult entertainment that will affect waste generation and/or management.

Development Controls

In addition to the requirements set out for 'All Commercial Developments', the following submission requirements apply to applications for sex services premises or restricted premises:

11.1 A designated waste storage room is to be provided on the premises. The room must be:

- provided with a hose tap connected to a water supply;
- consisted of rigid impervious flooring;
- inaccessible to the public and secured with a lockable door;
- graded and drained to floor waste connected to sewer;
- sufficiently ventilated and well lit;
- proofed against pests; and
- designed to allow for segregation of waste into correct streams.

11.2 If contaminated sharps, (eg needles) are used in a brothel, then non-reusable sharps containers which comply with Australian Standard–AS 4031 should be provided for their disposal.

11.3 All waste receptacles, including bins and sharps containers, must be inaccessible to the public and sealed when not in use. Waste receptacles must be appropriately lined and bags of waste must be tied closed before being placed in bins for collection.

11.4 There should be provision for disposal of used condoms, dams, gloves, soiled tissues and the like in the rooms where sexual services are provided to clients. Bins for these items are to be enclosed.

11.5 A sufficient number of waste receptacles must be provided on the premises to accommodate the volume and type of waste generated. If sharps are to be used on the premises, a designated sharps container must be provided and serviced by an appropriately licensed sharps waste contractor. Details of the private waste contractor must be provided to Council as part of the Waste Management Plan.

11.6 Hazardous waste, including sharps and clinical waste (bulk body fluids and blood, material containing blood, etc.), is not permitted to be disposed of through the general waste stream. Council cannot receive hazardous waste and therefore an appropriately licensed private contractor must be engaged to provide this service. Details of the private waste contractor must be provided to Council as part of the Waste Management Plan.

Further information

For further information please contact Council's Customer Service Centre on 9806 5050 and ask for either:

- Council's Environmental Health Team- if your enquiry is directly related to waste information required in your application.
- Council's Waste and Sustainability Team – if your enquiry is about waste services offered by Council.

References

1. *Better Practice Guide for Resource Recovery in Residential Developments,* NSW Environment Protection Authority, 2019

Attachment A: Performance criteria by development type

Performance Criteria	Development Type							
Storage		Subdivision with engineering works	Demolition	Single dwellings, semi-detached and dual occupancy	Multi-unit dwellings, residential flat buildings	Mixed Use Development	Business Use	Industrial Use
Stockpile	Siting to take account of environmental factors, e.g. slope, drainage, location of waterways and native vegetation	✓	✓	✓	✓	✓	✓	✓
	Facilitate on-site source separation	✓	✓	✓	✓	✓	✓	✓
	Facilitate re-use of materials on-site	✓	✓	✓	✓	✓	✓	✓
	The establishment and maintenance of a resource recovery system and the completion of a waste stream analysis to identify waste materials that have the potential to be reduced, reused or recycled							✓
Site Waste Bins	Provide sufficient space for storage of waste and recyclables on-site	✓	✓	✓	✓	✓	✓	✓
	Facilitate on-site source separation	✓	✓	✓	✓	✓	✓	✓
	Facilitate re-use of materials on-site	✓	✓	✓	✓	✓	✓	✓
	Design and locate so as to be accessible and useable			✓	✓	✓	✓	✓
	Design and locate to cater for change of use				✓	✓	✓	✓
On Site Waste Area	Locate an onsite waste/ recycling storage area for each dwelling that is of sufficient size to accommodate the required number of Council waste, recycling, and food and garden waste bins			✓	✓	✓	✓	✓
	Multiple or communal storage rooms are required where the development is 8 or more dwellings or where the site characteristics warrant				✓	✓	✓	✓
	Locate waste compaction equipment where proposed				✓	✓	✓	✓
	Waste storage area is to be easily accessible and have unobstructed access to Council's usual collection point			✓	✓	✓	✓	✓

Performance Criteria	Development Type							
Storage		Subdivision with engineering works	Demolition	Single dwellings, semi-detached and dual occupancy	Multi-unit dwellings, residential flat buildings	Mixed Use Development	Business Use	Industrial Use
	Locate waste containers in a suitable location so as to complement the design of the development			✓	✓	✓	✓	✓
	Locate waste areas so to avoid vandalism, nuisance and adverse visual impacts on residents, neighbours and the streetscape			✓	✓	✓	✓	✓
	Provide access to a cold water supply for the cleaning of bins and the waste storage area(s). Wastewater is to be discharged to the sewer				✓	✓	✓	✓
	Allow space for signs and educational material to be displayed in waste storage areas				✓	✓	✓	✓
	Provide area(s) for storage of bulky waste (eg. Clean up materials) and adequate servicing				✓	✓	✓	✓
Waste cupboard	Provide an indoor waste cupboard or sufficient space within the kitchen (or an alternate location) for the interim storage of waste, recyclables, and food waste for each dwelling/unit			✓	✓	✓	✓	✓
Collection Point	Identify a sufficiently sized kerbside collection point for the collection and emptying of Council's waste, recycling and food and garden organics bins. The collection point should not impede up on traffic and pedestrian safety			✓	✓	✓	✓	✓
	Ensure the bin transfer route to the collection point does not exceed a grade of 1:14 where bin sizes are less than 360L and 1:30 grade for greater than 360L.			✓	✓	✓	✓	✓
	Provide Council with onsite demolition and construction waste receipts to confirm which facility received the material for recycling or disposing	✓	✓	✓	✓	✓	✓	✓
	On-property collection by Council (private			✓	✓	✓	✓	✓

Performance Criteria	Development Type							
Storage		**Subdivision with engineering works**	**Demolition**	**Single dwellings, semi-detached and dual occupancy**	**Multi-unit dwellings, residential flat buildings**	**Mixed Use Development**	**Business Use**	**Industrial Use**
	roads or basements) will require transfer of an authorised easement restricted to the common property on the strata plan. Minimum requirements for basement heights, ramp grades, turning circles and access apply							

WASTE MANAGEMENT PLAN TEMPLATE

12.0 DEMOLITION, CONSTRUCTION AND USE OF PREMISES

The applicable sections of this table must be completed and submitted with your Development Application.

Completing this table will assist you in identifying the type of waste that will be generated and will advise Council of how you intend to reuse, recycle, or dispose of the waste.

Please refer to the City of Parramatta's Waste Management Guidelines for new Development Applications for new applications for the specific requirements for your type of application. This can be downloaded from Council's website. Guidance on determining bin size and service arrangements for different residential development is also available on Council's website.

If you choose to provide an alternative Waste Management Plan to the attached template please ensure all of the required information is addressed. Failure to provide all the required

information may lead to further information being requested and a hold up in the final decision of your application.

The information provided will be assessed against the Parramatta Development Control Plan (DCP) 2023.

If space is insufficient, please provide attachments.

WASTE MANAGEMENT PLAN FOR DEMOLITION, CONSTRUCTION AND USE OF PREMISES

Outline of proposal

Site Address

Applicant's name

Applicant's Address

Phone

Mobile

Email

Building and any other structures on site

Brief description of proposal

The details provided on these forms, plans and attached documents are the intentions of managing waste relating to this project.

Name

Signature

Date

13.0 DEMOLITION AND CONSTRUCTION

Council is seeking to reduce the quantity of waste and encourage the recycling of waste generated by demolition and construction works. Applicants should seek to demonstrate project management which seeks to:

1. Re-use excavated material on-site and disposal of any excess to an approved site.
2. Mulch and re-use green waste on-site as appropriate, or recycle off-site.
3. Re-use bricks, tiles and concrete on-site as appropriate, or recycle off-site.
4. Return plasterboard waste to supplier for recycling.
5. Re-use framing timber on site or recycle off-site.
6. Recycle windows, doors and joinery off-site.
7. Dispose of all asbestos, hazardous and/or intractable wastes in accordance with WorkCover Authority and EPA requirements.
8. Recycle plumbing, fittings and metal elements off-site.
9. Order the right quantities of materials and make use of prefabrication of materials where possible.
10. Re-use formwork.
11. Provide careful source separation of off-cuts to facilitate re-use, resale or recycling.

How to estimate quantities of waste

There are many simple techniques to estimate volumes of construction and demolition waste. The information below can be used as a guide by builders, developers & homeowners when completing a Waste Management Plan:

To estimate your waste:

1. Quantify materials for the project.
2. Use margin normally allowed in ordering.
3. Copy the amount of waste into your Waste Management Plan.

When estimating waste the following percentages are building 'rule of thumb' and relate to renovations and small home building:

Estimated waste percentages

Material	Waste as a percent of the total material ordered
Timber	5-7%
Plasterboard	5-20%
Concrete	3-5%
Bricks	5-10%
Tiles	2-5%

Converting volume into Tonnes: A Guide for conversions

Material	Conversion
Timber	0.5 tonnes per m3
Concrete	2.4 tonne per m3
Bricks	1.0 tonne per m3
Tiles	0.75 tonne per m3
Steel	2.4 tonne per m3

To improve/provide more reliable figures:

- Compare your projected waste quantities with actual waste produced.
- Conduct waste audits of current projects.
- Note waste generated and disposal methods.
- Look at past waste disposal receipts.
- Record this information to help estimate future Waste Management Plans.
- On a Waste Management Plan amounts of waste may be stated in – m2 or m3 or tonnes (t).

IMPORTANT

- The following tables should be completed by applicants proposing any demolition or construction work including the change of use, fit-out as well as alterations and additions of existing premises.
- The location of temporary waste storage areas and soil stockpiles during demolition and construction are to be shown on the submitted plans.
- Vehicle access to and from the site must be shown on the submitted plans.
- Stage 3 – Design of Facilities (Use of Site) should be completed by all applicants including change of use, fit-out as well as alterations and additions.

14.0 STAGE ONE – DEMOLITION

To be completed for proposal involving demolition:

Materials on-site		Destination		
		Reuse & Recycling		Disposal
Type of material	Estimated Volume (m^3) or Area (m^2) or weight (tonnes)	On-Site Specify how materials will be reused or recycled on-site	Off-Site Specify the contractor and recycling outlet	Specify the contractor and landfill site
*Bricks** **Example only*	*2m³ **	*Clean and reuse for footings**	*Broken bricks sent by XYZ demolishers to ABC Recycling company (including address and contact number)**	*Nil to landfill** *or sent by XYZ demolishers to ABC Recycling company (including address and contact number)**
Excavation material				
Green waste				
Bricks				
Tiles				
Concrete				
Timber				
Plasterboard				

Materials on-site		Destination		
		Reuse & Recycling		Disposal
Type of material	Estimated Volume (m^3) or Area (m^2) or weight (tonnes)	On-Site Specify how materials will be reused or recycled on-site	Off-Site Specify the contractor and recycling outlet	Specify the contractor and landfill site
Metals				
Asbestos				
Other waste				

How will waste be separated and/or stored onsite for reuse and recycling? How will site operations be managed to ensure minimal waste creation and maximum reuse and recycling?

(e.g. Staff training, selected deconstruction v. straight demolition, waste management requirements stipulated in contracts with sub-contractors, on-going checks by site supervisors, separate area set aside for sorted wastes, clear signage for waste areas etc.)

Note: Details of the site area to be used for on-site separation, treatment and storage (including weather protection) should be provided on plan drawings accompanying your application.

15.0 STAGE TWO – CONSTRUCTION

To be completed for proposals involving construction:

Materials on-site		Destination		
		Reuse & Recycling		Disposal
Type of material	**Estimated Volume (m^3) or Area (m^2) or weight (tonnes)**	**On-Site Specify how materials will be reused or recycled on-site**	**Off-Site Specify the contractor and recycling outlet**	**Specify the contractor and landfill site**
*Bricks** **Example only*	*$2m^3$ **	*Clean and reuse for footings**	*Broken bricks sent by XYZ demolishers to ABC Recycling company (including address and contact number)**	*Nil to landfill** *or sent by XYZ demolishers to ABC Recycling company (including address and contact number)**
Excavation material				
Green waste				
Bricks				
Tiles				
Concrete				
Timber				
Plasterboard				

Materials on-site		Destination		
		Reuse & Recycling		Disposal
Type of material	Estimated Volume (m^3) or Area (m^2) or weight (tonnes)	On-Site Specify how materials will be reused or recycled on-site	Off-Site Specify the contractor and recycling outlet	Specify the contractor and landfill site
Metals				
Asbestos				
Other waste				

How will waste be separated and/or stored onsite for reuse and recycling? How will site operations be managed to ensure minimal waste creation and maximum reuse and recycling?

(e.g. staff training, selected deconstruction v. straight demolition, waste management requirements stipulated in contracts with sub-contractors, on-going checks by site supervisors, separate area set aside for sorted wastes, clear signage for waste areas etc.)

Note: Details of the site area to be used for on-site separation, treatment and storage (including weather protection) should be provided on plan drawings accompanying your application.

16.0 STAGE THREE – DESIGN OF FACILITIES (USE OF SITE)

To be completed for all proposals including change of use, fit out as well as alterations and additions

- Applicants should refer to Councils Waste Management Guidelines for New Development Applications for specific requirements related to the type of development proposed. This is available on Councils website.
- Guidance on determining bin size and service arrangements for different sizes of residential development is also available on Council's website.
- In the case of change of use, fit out as well as alterations and additions, if the proposal involves existing waste management practices then full details of current methods are to be provided.
- All proposals are to show the waste storage areas on plan drawings which should accompany your application.

Design of facilities (Use of site)

Type of waste to be generated	Expected volume per week, number and size of bins	Proposed on-site storage and treatment facilities	Destination and contractor
Please specify. e.g. glass, paper, food waste, green waste, compost etc.	Volume (Litres – L)	For example: waste storage room, garbage chute, compaction equipment	For example: Recycling, landfill by council or private contractor (include name of contractor)
*Non-recyclable** **Example only*	*480L/week* *2 x 240 L bins**	*Waste storage room**	*Landfill and recycling collected by XXX Collection company**

Describe how you intend to ensure on-going management of waste on-site (e.g. lease conditions, caretaker, strata manger) as well as provide details of how the bin store area complies with councils bin storage area requirements relevant to the type of proposed development.

17.0 FINAL CHECK

Please read and tick the box to ensure all required information has been provided

☐ Have you checked the waste requirements for the proposed type of development in Council's document 'Waste Management Guidelines for New Development Applications' and provided all of the required information?

☐ Have you completed the relevant sections to your application of the above Waste Management Plan template or provided an alternative Waste Management Plan addressing the required information?

☐ Have you shown use of site waste storage areas, garbage chutes, bin pulls and compaction equipment on plans accompanying this application?

☐ Have you shown the location of temporary waste storage areas, soil stock piles and vehicle entry/exit points during construction and demolition on the plans accompanying this application?

☐ Have you shown the waste collection vehicle access to the collection point on-site (if applicable) on the plans accompanying this application?

☐ Have you shown the pathway taken to move the bins to and from the on street collection point and the location of the on street collection point on the plans accompanying this application?

APPENDIX 3 HERITAGE INFORMATION: TERMS, RESPONSIBILITIES AND PROCEDURES

A3.1 TERMS AND DEFINITIONS

Heritage

The word heritage means different things to different people. One of the best definitions of heritage at a broad level is 'those things that we value now, which we wish to retain for future generations. In the context of this plan, it means places that relate to the European and Indigenous history of Parramatta.

Conservation

Conservation means caring for what you have and includes such activities as maintenance, restoration and, where necessary, reconstruction. It also includes providing an appropriate use for the place, providing for its long term security, and maintaining an appropriate setting.

Conservation of our heritage is in part an acknowledgment that pleasant environments make good financial sense: they attract investment and increase land value. Old buildings, parks and gardens, old trees, and subdivision patterns all make a contribution in this regard.

Heritage listing

Lists of places that are considered to have heritage significance are held by several different bodies, including the National Trust, the State Government, and the Commonwealth Government. However, when we refer to a place being 'heritage listed' in this plan, we mean that it is listed in the *Parramatta Local Environmental Plan (LEP) 2023*. If you want to check whether your property is heritage listed, you need to check the *Parramatta LEP 2023*. You need to determine whether it is listed individually as a heritage item, or is within a conservation area. In very few cases, you may find that your property is also listed on the State Heritage Register, or protected by an Interim Heritage Order made under the *NSW Heritage Act 1977*. You should contact Council to determine whether this is the case, or you may contact Heritage NSW.

Information about all of the heritage items that are listed in *Parramatta LEP 2023* can be found on the State Heritage Inventory, which can be accessed through the website of Heritage NSW at https://www.environment.nsw.gov.au/topics/heritage. You will find information about the history of the property, and why it is considered to be significant. This information can also be obtained from Council.

The following terms have the same meaning as in the *Parramatta LEP 2023*:

- Heritage conservation area
- Heritage conservation management plan
- Heritage impact statement
- Heritage item
- Heritage significance
- Maintenance
- Place of Aboriginal heritage significance
- Relic

A3.2 COUNCIL'S ROLE

Legal framework

The *Local Government Act NSW 1993* provides a mandate for, and in fact confers a responsibility on, all local councils in NSW to 'properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible'. The *Parramatta LEP 2023* identifies heritage items and heritage conservation areas, and includes provisions which are designed to provide legal protection for listed sites and to clarify the procedures involved when considering development. These provisions are standard provisions used by most local councils in NSW, and are similar to provisions which apply elsewhere in Australia.

Council's approach to heritage management

Council is committed to protecting the City's heritage as a major element in its present day identity, and to integrating its conservation into its day-today planning decisions. It is important to note that heritage listing does not mean that heritage items or buildings within heritage conservation areas cannot be modernised, altered, or developed. It simply means that such changes need to be considered more carefully and that applicants need to consult with Council before plans proceed too far.

Restrictions that apply within conservation areas are more flexible than those affecting heritage items. Many properties will be 'contributory', but others will 'neutral' or even 'intrusive' in terms of the contribution they make to the values of the area. Development on such properties will be considered on a case-by-case basis, with the aim being to maintain the character and 'heritage significance' of the area as a whole.

The guidelines for each of the conservation areas include a list of buildings which are considered 'contributory'. Council will generally be cautious about approving changes which destroy original parts of a heritage-listed building, particularly where such changes would be readily visible from the street. New work will not be approved which is unsympathetic to the character and heritage significance of a heritage item or a conservation area. It is highly unlikely that Council will give permission to demolish a heritage item, and applications to demolish will also be considered very cautiously within conservation areas.

A3.3 THE DEVELOPMENT APPROVAL PROCESS

General

Where work is being considered to a heritage listed property, then the process of getting approval from Council will in many ways be the same as for other properties. However, there are some important differences. Applicants need to consider proposed changes more carefully, and may be required to follow some additional steps in the approval process. There may be a requirement to submit an application for minor work. A Heritage Impact Statement will almost certainly be requested by Council in order to help it decide whether to approve the proposed work. In a few cases referrals to other authorities may be required.

Minor work

Council has the authority to ask for a Development Application (DA) for almost any type of work that is likely to affect the external appearance or the structure of a heritage-listed building. However there are certain types of work that do not concern Council and where it is not necessary to make any sort of application. This would include most minor maintenance work, and almost any interior work that does not affect the structure of the building.

There are minor types of work where Council may have some concerns, but where it is possible for Council to give approval without a DA being required. Examples would include replacing roof gutters, a new fence, or repainting a house in a new colour scheme. For this type of work, you will need to complete a Heritage Minor Works Applications. If the proposal is not acceptable to Council, a DA will be requested. If owners are unsure whether an application is required for proposed work, they should contact Council to seek clarification.

Heritage Impact Statement

If a DA is being submitted for work that is likely to affect a heritage-listed property, additional information in the form of a Heritage Impact Statement will be required. A Heritage Impact Statement should:

- clarify why the building is significant,
- describe what the impact will be of the proposed work, and
- explain what measures have been taken to minimise that impact.

The detail required in a Heritage Impact Statement varies depending on the situation. For a typical situation such as renovations and extensions to a heritage-listed house of local significance, it may be only a page or two long. In other situations much more detail may be required. The Heritage Impact Statements must be prepared in accordance with Guidelines published by Heritage NSW. These Guidelines are available from Council.

Referrals to other authorities

If a property is on the State Heritage Register, or if it is subject to an Interim Heritage Order under the *Heritage Act 1979*, then a referral is required to Heritage NSW as part of the approval process. This applies in very few cases. For almost all privately owned heritage-listed properties in the City, Council has the full responsibility for all decision-making, and no referrals are required.

Demolition

It is possible under certain circumstances for Council to give consent to demolish a heritage item or a building in a conservation area. Such demolition, even if it is partial demolition, must be subject to a Development Application. Council will consider not just the outside appearance of the building and whether or not it looks run down. Council will weigh up the heritage significance of the property, its contribution to the history and identity of its street and neighbourhood, and its importance to the City as a whole. The loss of any one heritage property identified in the Heritage Study will reduce the heritage value of the City as a whole, so Council is unlikely to approve demolition unless the property is incapable of reasonable use or would be too costly to make usable.

A3.4 BENEFITS AND INCENTIVES

Introduction

If you are the owner of a heritage-listed property, you are contributing towards preserving our heritage. There are other positive aspects to a property being heritage listed which are often overlooked, including the following:

- Assistance with DA fees
- Financial assistance through the Local Heritage Fund
- Planning concessions in relation to allowable uses
- Possible reductions in council rates and land tax.

Assistance with DA fees

Council has a scheme in place which offers assistance in two ways:

- A rebate of 10% on the cost of the DA fee may be paid when a Statement of Heritage Impact is required,
- An amount equal to the entire DA fee may be reimbursed in cases where the application is required only because the building or place is heritage listed.

Owners proposing renovations and extensions to their properties will find that Council will probably require a DA whether or not the property is heritage-listed. The key difference with a heritage-listed property is that applicants are required to provide extra information in the form of a 'Statement of Heritage Impact'. In such cases, applicants may apply for a rebate of 10% on the cost of the DA fee to help offset the effort of preparing the Statement of Heritage Impact. In some cases, a DA may be required by Council for minor work to a heritage- listed property, when in normal circumstances a DA would not be required. An example of this would be a proposal for a new front fence. Council would almost certainly require a DA to make sure the proposed new fence is appropriate, but applicants may apply to be reimbursed for an amount equal to the entire DA fee. This scheme only applies to work on privately-owned residential properties.

Local heritage fund

The aim of the Local Heritage Fund is to assist with appropriate conservation work to privately owned heritage items in the City. Council can provide direct financial assistance of up to $2,500 as varied by Council from time to time for each project. Funding guidelines and an application form are available on request from Council.

Planning concessions

In certain circumstances, Council may allow a building listed as a heritage item to be used for a use which would not normally be allowed in the zone. For example, it may be possible for Council to give consent for a house to be used as small commercial offices or a gallery, or for a warehouse to be converted to flats. It is important to note that Council will only consider issuing such a consent as a measure of last resort, and where it is satisfied that the retention of the building depends on the granting of the consent. The applicant must also meet a number of other tests, including showing that

the amenity of the area will not be affected. Details are set out in Clause 5.10 of the *Parramatta LEP 2023*.

Rates and land tax

Reductions in rates and land tax will only apply in very few cases, but it may be worth investigating for those who are eligible. Rates reductions are not offered by Council for heritage- listed properties. However, if a property is listed as a heritage item or is within a conservation area, the Valuer-General will automatically calculate an artificial reduction in the value of the property. This will have the effect of reducing your Council rates, since the calculation of those rates is based on the value of the property as provided by the Valuer-General. For some properties, this can represent a significant saving over time.

Property owners do not pay land tax on their principle place of residence. However, owners who are paying land tax on an investment property that is heritage-listed can apply for a reduction in land tax. It is important to remember that in this case, there is no automatic reduction; owners must apply to obtain the reduction. A letter needs to be obtained from Council confirming the status of the property in terms of heritage listing, and then an application made to the Office of State Revenue.

Additional information regarding heritage related development can be found on the City of Parramatta website https://www.cityofparramatta.nsw.gov.au/business-development/heritage-conservation.

A3.5 SOLAR ENERGY SYSTEM GUIDELINES

This guideline document provides information of the solar energy system requirements for new Development Applications lodged with the City of Parramatta Council. The requirements set out in this guide support the solar energy system provisions in Part 7 – Heritage and Archaeology of Parramatta Development Control Plan (DCP) 2023 and current best practice solar energy system recommendations.

1.0 GENERAL HERITAGE PRINCIPLES FOR SOLAR ENERGY SYSTEM INSTALLATION (PANELS ARRAY AND EQUIPMENT)

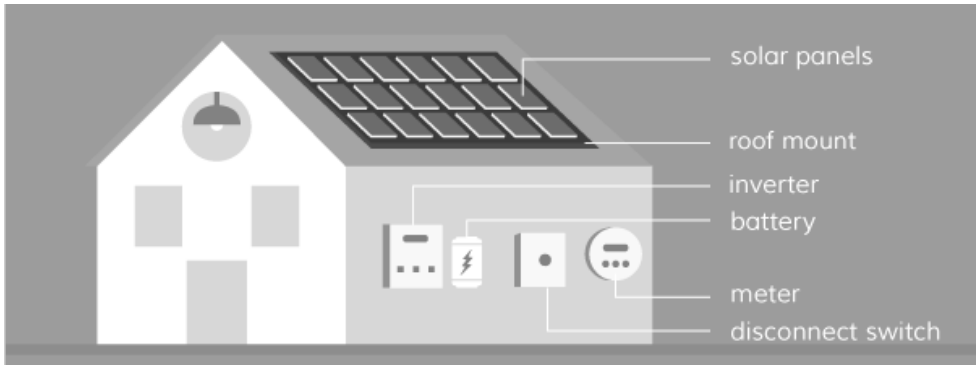
Council encourages the sensitive installation of solar energy systems (solar panels and equipment) on heritage items and within conservation areas as long the proposal protects heritage values and maintains the integrity, the significance, and the character of the area.

Solar Energy System installation does not qualify for an exemption, heritage minor works (HMW) application or local heritage fund (LHF) application.

Before any work is carried out, applicants will need to submit a Development Application (DA) and obtain consent to install the solar energy system (PV panels and associated equipment) in heritage conservation areas, special character areas and on LEP's heritage listed items.

What is a solar energy system?

Solar energy systems include a few key components: a solar array (collection of multiple solar panels), racking and mounting equipment, inverters, a disconnect switch, and, optionally, a solar battery. The system convert sunlight captured through photovoltaic cells within a solar array located over existing roofs into electrical energy. This energy converted in electricity can be stored in batteries.

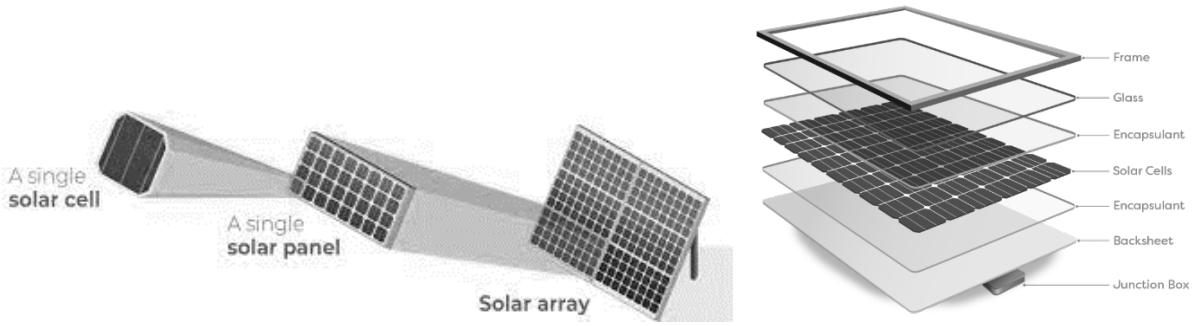


Source: https://news.energysage.com/solar-panel-setup-what-you-need-to-know/

What are solar photovoltaic panels?

Solar panels are aluminium framed and encapsulated photovoltaic cells assembled over a back sheet and protected by tempered glass. Each panel requires a junction box as part of a photovoltaic (PV)

electricity generating system which also includes fixings, conduit and other equipment like inverters and batteries.



Source: https://www.cleanenergyreviews.info/blog/solar-panel-components-construction

2.0 INSTALLATION REQUIREMENTS

GENERAL INSTALLATION REQUIREMENTS FOR THE SOLAR ENERGY SYSTEM (PHOTOVOLTAIC PANELS AND ARRAY)

Refer to Table A3.5.1 for prescriptive measures to ensure the appropriate installation of solar energy systems are applied.

Table A3.5.1 – Requirements for photovoltaic panels and arrays

	Requirement
Solar photovoltaic panels alignment	Mount solar panels with one edge parallel to the slope of the roof face (i.e., the panels must not be crooked to the slope of the roof face).
Solar photovoltaic panels roof edges projection	Solar panels do not extend over the edges of the roof plane and are not located within 300mm of the ridge(s) of the roof.
Solar photovoltaic panels maximum height	Solar panels are mounted at the same angle as the roof plane and protrude no more than 250mm above the roof plane unless the low visibility of solar panel location would allow up to 1000 mm protrusion over the roof plane (e.g., rear addition skillion roofs with slope of less than 15 degrees).
Solar photovoltaic panels unsuitable locations	Solar panels are not to be located on primary street facing verandah or dormer roofs.
Solar photovoltaic panels visibility	Only solar panels and associated fixings and clips are visible from adjacent streets and parks – this means conduit and other equipment like inverters do not protrude from under the panels and that mounting rails are trimmed to the extent of the panels and clips.
Solar photovoltaic panels position and minimum setback:	If solar panels protrude more than 0.5m from the attached roof plane, they are located at least 1m from any property boundary.
Solar photovoltaic panels patterns and arrangements	Solar panels are to be arranged in orderly rows with consistent offsets from the roof edges; and solar panels on roof planes containing parapets, dormer windows, skylights and chimneys must be arranged in a symmetrical pattern on the roof plane.

INSTALLATION REQUIREMENT FOR SOLAR ENERGY SYSTEM EQUIPMENT (INVERTER, METERS, AND BATTERIES)

Refer to Table A3.5.2 for prescriptive measures to ensure the appropriate installation of solar energy system equipment are applied.

Table A3.5.2 – Requirements for inverter, meters, and batteries

	Requirement
Solar energy system equipment location	Equipment associated with a solar energy system, may be installed on building walls. Batteries, meters, and inverters: must not be installed on a wall facing the primary street but may be installed on the side walls of a front verandah.
Solar energy system equipment position	Where associated equipment is located on a wall facing the primary street it must not cover building features like windows or decorative elements and must be installed neatly.

3.0 SUBMISSION REQUIREMENTS

Why is a DA required?

Development consent is required under *Parramatta Local Environmental Plan 2023* (and LEP's of amalgamated sites and conservation areas), to satisfied that the solar energy system proposed would be suitable and meet the objectives of protecting local heritage, its significance and character without adversely affect the heritage items and conservation areas.

The roofscapes and streetscapes of most conservation areas are very important to their character and to the overall public domain presentation of significant and heritage listed Items. The requirements of obtaining a DA consent for solar energy system installation is to ensure that the proposal will not substantially disrupt the form and character of roofs especially if the solar panels and equipment would be visible and impact the roof and the streetscape.

As a general heritage principle, installations on rear roofs are a preferred, applicants are encouraged to consider alternatives if those are available to locate the solar energy systems at the rear of the property (e.g., over the roof of approved extension, alteration, and additions).

Owners are encouraged to check the planning controls that may apply to surrounding land when considering where to locate their solar panels to avoid that future nearby development will result in cast shadows over the photovoltaic solar panels.

Works associated with solar system installation and that require significant external structural alterations such the removal of roof elements, chimneys, capping, parapet walls will not be supported in heritage perspectives.

Installation of solar panels and associated equipment within a heritage conservation area and/or buildings listed as a heritage item should be avoid on:

- Slate or timber shingled roofs.
- Primary street facing roofs that are visible from the primary street, have a slope of more than 15 degrees and are in front of the main ridge of the roof.

Supporting documentation to be provided with the Development Application submissions for solar energy system:

- A scale plan or an aerial photograph showing the location and arrangement of the proposed solar panels.
- Statement of Environmental Effects (SEE).
- A brief Statement of Heritage Impact noting the specific installation details of angle and maximum height of the panels protruding above the roof plane and the proposed location of associated equipment like inverters, meters, etc.

Solar energy system suppliers may be able to provide this information, however the heritage consultant should provide recommendation and heritage advise and/or mitigation measures to be adopted in accordance and compliance with the controls and with the objectives to achieve a reasonable or suitable visual and physical cumulative impact.

Applicants are required to ensure that the proposal is consistent with:

1. **Legislation and building code:** all building works are carried out in accordance with any applicable legislation, codes etc. (for example the Building Code of Australia).
2. **Accessibility for installation and maintenance**: sufficient clear access paths around solar panels is accounted to allow for maintenance of the roof (at least 300mm clearance around the solar panels from boundaries and obstructions like dormer windows).
3. **Roof coverage and panels number**: the number of solar panel and the roof coverage in solar panels is appropriate to the scale and bulk envelope of the building.
4. **Visibility colours and design patterns**: Photovoltaic panels generally are commercially available in three types of solar panel cells: polycrystalline, monocrystalline, and thin film. In heritage perspective solar photovoltaic panels design should be visually recessive in colour and pattern, particularly where they are visible from the street, dark grey/ black (avoid prominent silver banding patterns).