

Priority Development Assessment Process

Information brochure

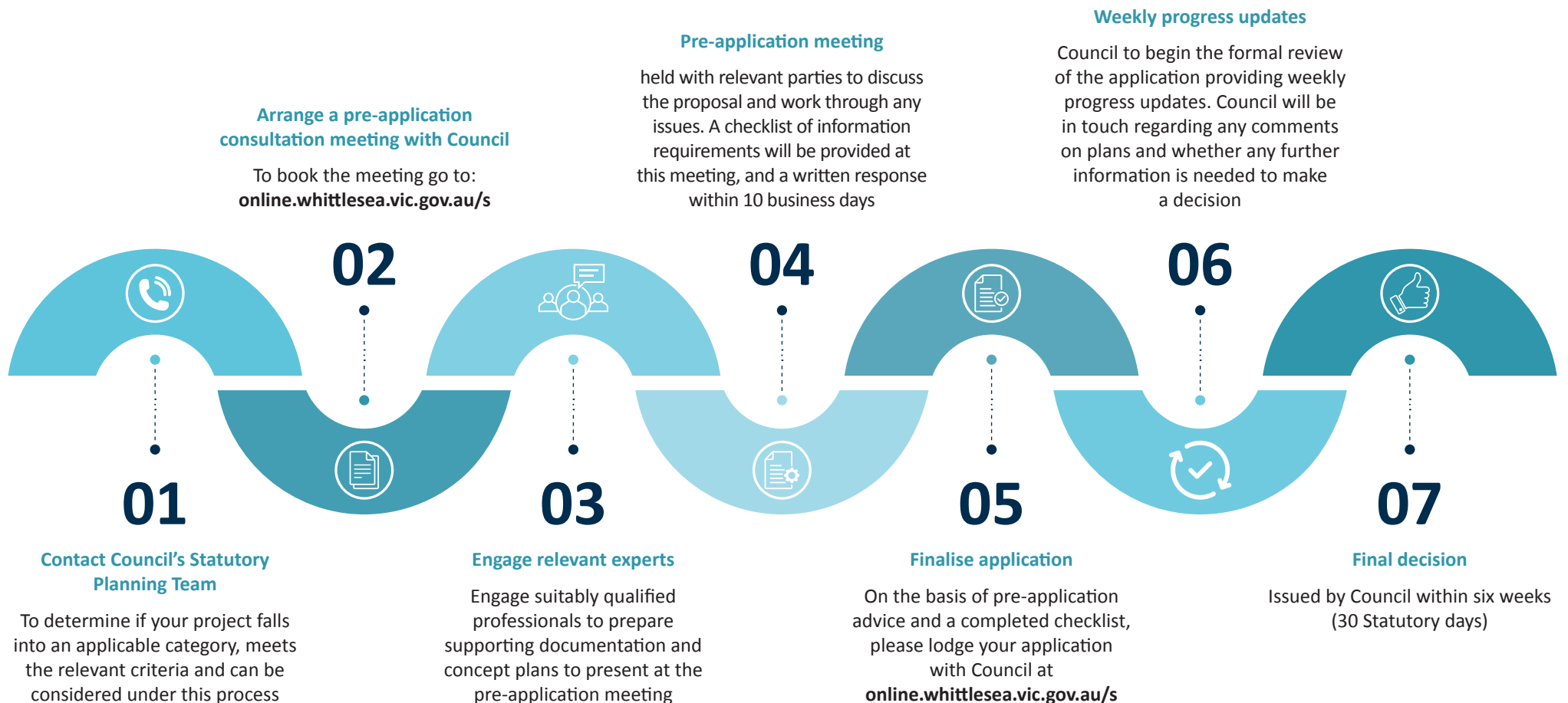
*Partner
to Prosper*



A streamlined application process for projects delivering: Employment opportunities, Community wellbeing, Environmental sustainability and Critical infrastructure for the local community.

The Priority Development Assessment Process

Offering: Personalised case management, clear advice upfront, a co-ordinated approach, on-going communication throughout, timely decisions within six weeks.



Application Eligibility Criteria

Below are the following types of applications which are eligible under the Priority Development Assessment Process:

Employment Generation

- Change of use creating 20 jobs for 12 months post construction
- Change of use (such as office) that provides local business incubation
- Change of use that supports workforce training and skill development such as specific education facilities

Community Wellbeing

- Change of use to educational facilities by Not-for-Profit organisations such as classrooms for University of the Third Age (U3A)
- New schools or specialist education centres
- Genuine social housing
- Goes above and beyond in contributing to equity such as employment for those with special needs
- Permanent accessible community meeting spaces (which may form part of a mixed-use development)

Environmental Sustainability

- Renewable energy infrastructure project such as a power station, solar/wind farm, stormwater/grey-black water harvesting or similar
- Project that protects and manages significant native vegetation and/or includes significant native revegetation

Critical Infrastructure

- Community Activity Centres (CAC) buildings
- Recreation facilities
- Transport and drainage infrastructure
- Emergency Service Facilities (Police, Ambulance CFA etc)
- Hospitals

Geographic Location

- Located within Epping Metropolitan Activity Centre, Major Activity Centres in South Morang, Mernda or Wollert or other major employment hubs, must achieve the objectives of the strategic plan, and creates more than 5000m² of additional commercial/ retail floor area (speculative projects for buildings, factories, offices etc without an end tenant in mind).



4Ten, Cooper Street West and South West Employment Precinct, Epping.

Other Considerations:

Please note, your application will not be eligible for the Priority Development Assessment Process unless all of the following apply:

Car Parking

Must meet the standard car parking rate or seek to waive/reduce the parking rate by no more than five car spaces.

Referrals

No statutory referrals are required or if a statutory referral is required, a copy of the referral response must be provided at the time of lodgement with the application based on the most recent plans. Any application that requires referring again cannot be considered as part of this process.

Public Notice

The application must be exempt from public notice.

Cultural Heritage

The application does not require a Cultural Heritage Management Plan to be prepared (and approved) for the site unless it has already been prepared and approved and does not affect the proposal.

Restrictions

There are no covenants or restrictions on title that would prevent Council from issuing a permit.

Information and Delegation

The application must contain all information required to enable a complete assessment, and the proposal must be a type that can have a decision made under delegation.

Please note that this list is not exhaustive and other projects may be suitable for the Priority Development Assessment Process.

Application Checklist

- Application form completed and signed
- Full copy of Land Title (less than 3 months old) showing the plan of subdivision and including a copy of any Restrictive Covenants and/or Agreements under Section 173 that apply to the land. Obtainable from www.landata.vic.gov.au
- Application fee paid in full and receipt provided
- Electronic copy of all documentation and plans
- Copies of statutory referral responses (if required by the Scheme)
- Written statement outlining the following (if relevant):
 - How the proposal satisfies the criteria of the Priority Development Process criteria
 - How the proposal meets the vision and objectives of the Council Plan and provides a net community benefit.
 - The existing use of the premises and the proposed use(s)
 - Current and proposed hours of operation
 - Numbers of staff/employees/practitioners
 - Numbers of seats required for the proposed use(s)
 - The number of car parking spaces to be provided on site
- Written submission detailing how the proposal responds to the provisions of the relevant zone, overlays, Particular Provisions and State and Local Planning Policies (as appropriate)
- One (1) digital copy of professionally drawn detailed plans with contours/levels (to AHD) at an appropriate scale (1:100 or 1:200) including:
 - Site layout, floor layout and elevations (including streetscape elevations).
 - Building materials, colours and finishes as well as any advertising signage
 - Existing conditions/analysis and descriptive statement
 - Concept landscaping
 - Details of neighbouring buildings including dimensioned setbacks from the shared title boundaries, description of how the buildings are used and details of any interface to the subject site
 - Location of car-parking, accessways and/or crossovers both existing and proposed
 - Street trees and street furniture (poles, pits, bus stops, etc.)
- Copies of other relevant technical reports (Arboriculture, ESD, Heritage, CHMP, Waste Management, Disability Access etc).
- (For applications which require a reduction in car parking) a Car Parking Demand Assessment may be required or Traffic engineering assessment that addresses car parking assessment, details of loading/unloading, waste collection and swept path diagrams as necessary.
- If the estimated cost of works is an estimate of more than \$1,271,000 (subject to CPI change), this application would require the Metropolitan Planning Levy to be paid to the State Revenue Office. A certificate confirming payment must be included with the application.



Partner with council to support future growth

The City of Whittlesea is committed to building a strong economic future where our local businesses, partnering organisations and residents will thrive. To have a confidential discussion about the Priority Development Assessment Process and requirements relating to your project, contact the **Building and Planning Department** via email to buildplan@whittlesea.vic.gov.au or call **03 9217 2170**.

whittlesea.vic.gov.au/invest