



**MINUTES OF COUNCIL ASSESSMENT PANEL MEETING HELD IN LITTLE PARA  
CONFERENCE ROOMS, SALISBURY COMMUNITY HUB, 34 CHURCH STREET,  
SALISBURY ON**

**25 MARCH 2025**

**MEMBERS PRESENT**

Mr J Botten (Acting Presiding Member)  
Mr R Bateup  
Mr B Brug  
Ms C Gill (via MS Teams from 7.10pm)

**STAFF**

Assessment Manager, Mr C Zafiropoulos  
General Manager City Development, Ms M English  
Team Leader Planning, Mr C Carrey  
Development Officer Planning, Mr K Brown  
Team Leader, Business Services, Ms H Crossley

The meeting commenced at 6.32pm.

Mr R Bateup moved and the Council Assessment Panel resolved to appoint Mr J Botten as the Acting Presiding Member.

The Presiding Member welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

Apologies were received from Mr T Mosel (Presiding Member).

Ms C Gill advised that she could attend via electronic Teams for item 8.1.2.

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## LEAVE OF ABSENCE

Nil

## ADOPTED MINUTES FROM PREVIOUS MEETING

The Minutes of the Council Assessment Panel Meeting held on 25 February 2025, be taken as read and confirmed.

## DECLARATIONS OF CONFLICTS OF INTEREST

Mr B Brug declared a conflict of interest, being an Elected Member on Council in relation to Item 8.1.2 - Development Application 24029722 - Demolition of existing canteen and storage sheds and construction of a new building comprising change rooms, canteen, medical/coaches room and storage with associated storage shed and verandah at Lot 82 Quinlivan Road, Pooraka SA 5095 for City of Salisbury and Stallard Meek Flightpath Architects. He advised that he would leave the meeting when the Item 8.1.2 is being considered by the Panel.

## REPORTS

### *Development Applications*

#### **8.1.1 24012772**

Service trade premises (storage and hire of construction equipment) with ancillary office, training facility, workshop, spray booth, wash bay, car parking, landscaping and civil works – to be delivered in stages. at 79-85 Helps Rd Burton for Mr Tobias Dyer-Smith

#### **REPRESENTORS**

Ms A Thiele, was not present at the meeting.

#### **APPLICANT**

Ms T Powell, Willowtree Planning, and Mr L Geelan (via MS Teams), spoke on behalf of the applicant.

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Mr R Bateup moved, and the Council Assessment Panel resolved that:

- A. The proposed development is not considered to be seriously at variance with the Planning and Design Code.
- B. Pursuant to 107 of the *Planning, Development and Infrastructure Act 2016*, Planning Consent is **GRANTED** to application number 24012772 at 79-85 Helps Rd Burton for Service trade premises (storage and hire of construction equipment) with ancillary office, training facility, workshop, spray booth, wash bay, car parking, landscaping and civil works – to be delivered in stages in accordance with the plans and details submitted with the application and subject to the following Conditions:

*Planning Consent Conditions*

1. The proposal shall be developed in accordance with the details and Council stamped approved plans lodged with the application, except where varied by the conditions herein.
2. The external surfaces of the building shall:
  - a. be of new non-reflective materials; and
  - b. be finished in natural tones; and
  - c. be maintained in good condition at all times.
3. The invert, crossover and driveway shall be constructed, prior to commencement of use, in accordance with Council's Vehicle Crossover Standard Detail, Drawing SD-12, SD-13 and SD-14.
4. The car parking layout including car park spaces, aisle widths and manoeuvring area shall be designed and constructed to comply with AS 2890.1-2009 – Off-Street Car Parking, Part 1, Austroads "Guide to Traffic Engineering Practice Part 11 – Parking", AS 2890.2 – Facilities for Commercial Vehicles and AS 2890.6 – 2009 – Parking Facilities – Part 6: Off-street parking for people with disabilities.
5. All driveways, car parking and manoeuvring areas as designated on the Civil Plan, Approved shall be constructed with brick paving, concrete or bitumen to a standard appropriate for the intended traffic volumes and vehicle types. Individual car parking bays shall be clearly line marked. Driveways and car parking areas shall be established prior to commencement of use and shall be maintained at all times thereafter to the reasonable satisfaction of Council.
6. All existing crossovers made redundant by this development shall be reinstated to kerb, prior to commencement of use, in accordance with Council's kerb design standard, to the satisfaction of Council.
7. The designated landscaping areas shall be planted with shade trees, shrubs and ground covers in accordance with the Site Landscape Plan by ON Architecture dated 19/12/2024. All landscaping shall be completed, prior to commencement of use and shall be maintained at all times thereafter to the reasonable satisfaction of Council (including the replacement of diseased or dying plants and the removal of weeds and pest plants).

8. The approved use operating times shall be limited Monday to Saturday 6.00am to 5.00pm with no activity on Sundays and Public Holiday.
9. All loading and unloading of vehicles and maneuvering of vehicles in connection with the approved land use shall be carried out entirely within the site at all times.
10. Except where otherwise approved, no materials, goods or containers shall be stored in the designated car parking area or driveways at any time.
11. All waste and rubbish from the activity shall be contained and stored pending removal in covered containers which shall be kept in an area screened from public view.
12. Stormwater systems shall be designed and constructed to cater for minor storm flows (Industrial / Commercial ARI = 10 years). The design of the stormwater system shall ensure that no stormwater is discharged onto any adjoining land. Surface stormwater is to be managed in a manner that ensures no ponding of water against buildings and structures, no creation of any insanitary condition, and no runoff into neighbouring property for the major storm ARI = 100 years.
13. Except where otherwise approved, outside lighting shall be restricted to that necessary for security purposes only and shall be directed and shaded to prevent light overspill and/or nuisance to adjacent occupiers or distraction to drivers on adjacent public roads. All lighting shall be in accordance with Australian Standard 4282 – 1997 ‘Control of the obtrusive effects of outdoor lighting’.
14. All roof and ground level plant and equipment shall incorporate screening devices.
15. The development shall be carried out strictly in accordance with the Environmental Noise Assessment by Resonate Revision B dated Thursday, 6 March 2025.
16. The approved capacity of the Training Facility shall be 8 students at any given time.

Advice Notes

**1. Rights of Appeal**

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).

**2. Building Rules Consent and Approval Still Required**

Building Consent and Development Approval must be obtained within 24 months from the date of this Notification, unless this period has been extended by the Council. Work cannot commence until a Development Approval is obtained.

### 3. Commencement

The development shall be lawfully commenced by substantial work on the site of the development within 2 years from the date of Development Approval. If substantial work on the site has occurred within 2 years, the development shall be substantially or fully completed within 3 years from the date of Development Approval.

### 4. Advice regarding Council land

This Development Approval does not constitute land owners approval. The following applies to any works on Council land:

- a. Any person making alteration to Council land including erecting or installing a structure (pipes, wires, cables, fixtures, fittings), storing building materials, erecting temporary fencing, altering the kerb, gutter, footpath or crossover etc. in, on, under or over Council land, is subject to a permit from Council pursuant to Section 221 of the *Local Government Act 1999*.
- b. Service infrastructure should be located as far as practicable away from street trees, in order to protect the root zone and to prevent future damage to the infrastructure from roof expansion.
- c. Residents and businesses are encouraged to develop and maintain the verge area between their property boundary and the kerb. However, some types of development such as irrigation, tree planting and landscaping may be restricted in some areas and therefore permission should be first sought from Council before commencing any works;
- d. It is the developers/owners responsibility to ensure that damage does not occur to verge infrastructure during construction. Council regularly inspects the condition of verge infrastructure during construction and where damage is observed, Council may recover the costs from the owner for reinstatement of any damage to the footpath, kerb or gutter and may also impose a substantial penalty for any wilful damage.

### 5. Siting of Building Work

It is your responsibility to ensure that any building work is correctly sited with respect to the property boundaries of the site and it is strongly recommended that a boundary survey be undertaken before any work commences to ensure the building work is accommodated within the designated footprint and achieves the designated boundary setbacks.

### 6. Plans Available Onsite

The Council approved plans should be available on site at all times while performing the building work.

### 7. Fences Act

You will need to obtain your permission from your neighbour should you wish to access their property to carry out construction work adjacent the boundary or if you wish to erect common boundary fencing or boundary retaining walls, pursuant to the *Fences Act 1975*. To find out more, please visit: <https://lsc.sa.gov.au/resources/fencesandthelawbooklet.pdf>

## 8. Construction Noise

The applicant is reminded that demolition and construction is required to be carried out so that it complies with the mandatory construction noise provisions of Part 6, Division 1 of the *Environment Protection (Noise) Policy 2007* and the provisions of the *Local Nuisance and Litter Control Act 2016*. Under the *Local Nuisance and Litter Control Act 2016*, construction noise is declared to constitute a local nuisance as follows:

*The noise has travelled from the location of the construction activity to neighbouring premises –*

- *On any Sunday or public holiday;*
- *After 7pm or before 7am on any other day.*

## 9. EPA and Local Nuisance Matters

The applicant is 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 the activities on the whole site, including during construction, do not pollute the environment in a way which causes or may cause environmental harm.

In addition, the applicant is responsible for ensuring the development (including demolition, civil works and construction activities) do not cause a 'local nuisance' under the *Local Nuisance and Litter Control Act 2016*

Accordingly, your site planning activities should consider:

- providing a stabilised entry/exit point to the site for all construction and trade vehicles, including contained wash down area for vehicles and equipment
- appropriately located stockpiles and storage materials
- a suitable and designated area for brick cutting and concrete works
- a contained area for paint and plastering waste and wash waters
- appropriate location of noisy equipment so as to avoid unreasonable impacts to neighbours
- dust control measures such as use of a water cart and/or covering stockpiles

Note: EPA information sheets, guidelines documents, codes of practice, technical bulletins etc. can be accessed on the following

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Mr B Brug left the meeting at 7.09pm.

Ms C Gill entered the meeting via MS Teams at 7.10pm.

**8.1.2 24029722**

Demolition of existing canteen and storage sheds and construction of a new building comprising change rooms, canteen, medical/coaches room and storage with associated storage shed and verandah at Lot 82 Quinlivan Road, Pooraka SA 5095 for City of Salisbury and Stallard Meek Flightpath Architects

**REPRESENTORS**

Nil

**APPLICANT**

Mr S Sgoutas, City of Salisbury, was present at the meeting and no questions were asked on behalf of the applicant.

Ms C Gill moved, and the Council Assessment Panel resolved that:

- A. The proposed development is not considered to be seriously at variance with the Planning and Design Code.
- B. Pursuant to Section 102 of the *Planning, Development and Infrastructure Act 2016*, Planning Consent is **GRANTED** to Development Application 24029722 for Demolition of existing canteen and storage sheds and construction of a new building comprising change rooms, canteen, medical/coaches room and storage with associated storage shed and verandah in accordance with the plans and details submitted with the application and subject to the following conditions:

*Planning Consent Conditions*

1. The proposal shall be developed in accordance with the details and Council stamped approved plans lodged with the application, except where varied by the conditions herein.
2. The external surfaces of the building shall:
  - a. be of new non-reflective materials; and
  - b. be finished in natural tones; and
  - c. be maintained in good condition at all times.
3. Except where otherwise approved, no materials, goods or containers shall be stored in the designated car parking area or driveways at any time.

4. All waste and rubbish from the activity shall be contained and stored pending removal in covered containers which shall be kept in an area screened from public view.
5. Stormwater systems shall be designed and constructed to cater for minor storm flows (Industrial / Commercial ARI = 10 years). The design of the stormwater system shall ensure that no stormwater is discharged onto any adjoining land. Surface stormwater is to be managed in a manner that ensures no ponding of water against buildings and structures, no creation of any insanitary condition, and no runoff into neighbouring property for the major storm ARI = 100 years.
6. Except where otherwise approved, outside lighting shall be restricted to that necessary for security purposes only and shall be directed and shaded to prevent light overspill and/or nuisance to adjacent occupiers or distraction to drivers on adjacent public roads. All lighting shall be in accordance with Australian Standard 4282 – 1997 ‘Control of the obtrusive effects of outdoor lighting’.
7. The proposal shall be developed in accordance with the Environmental Noise Assessment Report S7372C1 dated October 2024 prepared by Sonus. In particular, all plant and equipment shall be installed in accordance with the Sonus recommendations, prior to commencement of use, and thereafter maintained at all times in accordance with the Sonus report.

Advice Notes

1. The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).
2. Building Consent and Development Approval must be obtained within 24 months from the date of this Notification, unless this period has been extended by the Council. Work cannot commence until a Development Approval is obtained.
3. The development shall be lawfully commenced by substantial work on the site of the development within 2 years from the date of Development Approval. If substantial work on the site has occurred within 2 years, the development shall be substantially or fully completed within 3 years from the date of Development Approval.
4. Except where otherwise varied by this Consent, the conditions imposed herein shall be in addition to conditions that apply to the site from previous approvals that remain active.
5. Noise measured at the nearest residential property boundary shall comply with the *Environment Protection (Noise) Policy 2023* at all times.



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6. This Development Approval does not constitute landowners' approval. The following applies to any works on Council land:
- a. Any person making alteration to Council land including erecting or installing a structure (pipes, wires, cables, fixtures, fittings), storing building materials, erecting temporary fencing, altering the kerb, gutter, footpath or crossover etc. in, on, under or over Council land, is subject to a permit from Council pursuant to Section 221 of the *Local Government Act 1999*.
  - b. Service infrastructure should be located as far as practicable away from street trees, in order to protect the root zone and to prevent future damage to the infrastructure from roof expansion.
  - c. Residents and businesses are encouraged to develop and maintain the verge area between their property boundary and the kerb. However, some types of development such as irrigation, tree planting and landscaping may be restricted in some areas and therefore permission should be first sought from Council before commencing any works;
  - d. It is the developers/owner's responsibility to ensure that damage does not occur to verge infrastructure during construction. Council regularly inspects the condition of verge infrastructure during construction and where damage is observed, Council may recover the costs from the owner for reinstatement of any damage to the footpath, kerb or gutter and may also impose a substantial penalty for any wilful damage.
7. You will need to obtain your permission from your neighbour should you wish to access their property to carry out construction work adjacent the boundary or if you wish to erect common boundary fencing or boundary retaining walls, pursuant to the *Fences Act 1975*. To find out more, please visit: <https://lsc.sa.gov.au/resources/fencesandthelawbooklet.pdf>
8. The applicant is 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 the activities on the whole site, including during construction, do not pollute the environment in a way which causes or may cause environmental harm.
- EPA information sheets, guidelines documents, codes of practice, technical bulletins etc. can be accessed on the following web site: <http://www.epa.sa.gov.au>
9. The applicant is reminded that demolition and construction is required to be carried out so that it complies with the mandatory construction noise provisions of Part 6, Division 1 of the *Environment Protection (Noise) Policy 2007* and the provisions of the *Local Nuisance and Litter Control Act 2016*. Under the *Local Nuisance and Litter Control Act 2016*, construction noise is declared to constitute a local nuisance as follows: The noise has travelled from the location of the construction activity to neighbouring premises –
- On any Sunday or public holiday;
  - After 7pm or before 7am on any other day.
10. A Food Business Notification form as prescribed under the Food Act must be completed prior to commencement or any food sale or production activities.

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11. The structure and design of any designated food preparation and kitchen must be constructed in compliance with Food Act 2001 and Food Safety Standard 3.2.3.

Ms C Gill left the meeting via MS Teams at 7.17pm.

Mr B Brug returned to the meeting at 7.17pm.

## **OTHER BUSINESS**

### **8.2.1 Status of Current Appeal Matters and Deferred Items**

Mr B Brug moved, and the Council Assessment Panel resolved that the information be received.

### **8.2.1 Policy Issues Arising from Consideration of Development Applications**

Nil

### **8.2.2 Future Meetings & Agenda Items**

Next meeting scheduled for Tuesday 29 April 2025.

## **ADOPTION OF MINUTES**

Mr B Brug moved, and the Council Assessment Panel resolved that the Minutes of the Council Assessment Panel Meeting be taken and read as confirmed.

The meeting closed at 7.29pm.

**ACTING PRESIDING MEMBER:** Mr J Botten

**DATE:** 25 March 2025  
(refer to email approving minutes dated 26 March 2025 registered in the City of Salisbury's Record Management System)