



**YARRA CITY COUNCIL  
INTERNAL DEVELOPMENT APPROVALS  
COMMITTEE  
MINUTES**

**held on Wednesday 31 August 2016 at 6.30pm  
in Meeting Room 3 at the Richmond Town Hall**

**I. ATTENDANCE**

Councillor Misha Coleman  
Councillor Roberto Colanzi (substitute for Cr Jackie Fristacky)  
Councillor Geoff Barbour

Matt Cohen (Coordinator Statutory Planning)  
Jacob Sickinger (Senior Statutory Planner)  
Cindi Johnston (Governance Officer)

**II. APOLOGIES AND LEAVE OF ABSENCE**

Councillor Jackie Fristacky

**III. DECLARATIONS OF CONFLICT OF INTEREST (councillors and staff)**

**IV. CONFIRMATION OF MINUTES**

**Internal Development Approvals Committee Resolution:**

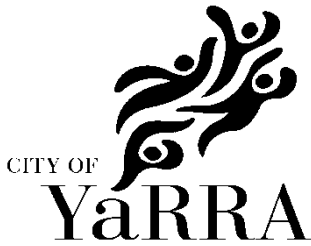
**Moved:** Councillor Colanzi **Seconded:** Councillor Barbour

That the minutes of the meeting of the Internal Development Approvals Committee held on Wednesday 24 August 2016 be confirmed.

**CARRIED**

**Printed on 100% recycled paper**

***"Welcome to the City of Yarra.  
Yarra City Council acknowledges the  
Wurundjeri as the Traditional Owners  
of this country, pays tribute to all  
Aboriginal and Torres Strait Islander  
people in Yarra and gives respect to  
the Elders past and present."***



## Guidelines for public participation at Internal Development Approval Committee meetings

### POLICY

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Council provides the opportunity for members of the public to address the Internal Development Approvals Committee.

The following guidelines have been prepared to assist members of the public in presenting submissions at these meetings:

- public submissions are limited to a maximum of five (5) minutes
- where there is a common group of people wishing to make a submission on the same matter, it is recommended that a representative speaker be nominated to present the views of the group
- all public comment must be made prior to commencement of any discussion by the committee
- any person accepting the chairperson's invitation to address the meeting shall confine himself or herself to the subject under consideration
- people making submissions shall address the meeting as a whole and the meeting debate shall be conducted at the conclusion of submissions
- the provisions of these guidelines shall be made known to all intending speakers and members of the public generally prior to the commencement of each committee meeting.

For further information regarding these guidelines or presenting submissions at Committee meetings generally, please contact the Governance Branch on (03) 9205 5110.

**Governance Branch  
2008**

Councillor Colanzi nominated Councillor Barbour as Chair.

There being no other nominations, Councillor Barbour was appointed Chair.

Councillor Barbour assumed the Chair.

## 1. INTERNAL DEVELOPMENT APPROVALS COMMITTEE

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**1.1 3 Council Street, Clifton Hill - Planning Permit Application No. PLN15/0611**


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Trim Record Number: D16/121107  
 Responsible Officer: Principal Planner

[Help](#)

### RECOMMENDATION

That having considered all relevant planning policies, the Committee resolves to issue a Notice of Decision to Grant a Planning Permit PLN15/0611 for use of the site as a place of assembly (workshops; presentations; product launches; art exhibitions; group classes; community group meetings and theatre performances); and a reduction in the car parking requirement of the Yarra Planning Scheme at No. 3 Council Street, Clifton Hill, in accordance with the plans and reports received by Council (on 26 February 2016) and subject to the following conditions:

1. Before the use and commences, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of this permit. The plans must be drawn to scale with dimensions, and three copies must be provided. The plans must be generally in accordance with the decision plans (received by Council on 26 February 2016) but modified to show:
  - (a) The proposed floor plan notated to indicate the place of assembly use and permitted activities, as per the permit pre-amble.
  - (b) The location of refuse storage on the site and any other changes required as a result of the waste management plan required under Condition 17.
  - (c) Notation confirming the rear light to the Right-of-Way is operational.
  - (d) Notation confirming that a minimum of 2 of the proposed 12 bicycle parking spaces are for visitors.

#### Use

2. The use as shown on the endorsed plans must not be altered (unless the Yarra Planning Scheme specifies that a permit is not required) without the prior written consent of the Responsible Authority.
3. Except with the prior written consent of the Responsible Authority, no more than 75 patrons are permitted on the land at any one time.
4. Except with the prior written consent of the Responsible Authority, no more than 8 staff are permitted on the land at any one time.
5. Except with the prior written consent of the Responsible Authority, the use authorised by this permit may only operate between the following hours:
  - (a) Monday to Friday 6:00pm – 10:00pm;
  - (b) Saturday 9:00am – 10:00pm; and
  - (c) Sunday 9:00am – 5:00pm.

#### Amenity

6. Except with the prior written consent of the Responsible Authority, all patrons of the place of assembly must enter and exit the premises via the rear right-of-way.
7. During events, the pedestrian door and roller door to Council Street must be kept closed.
8. The loading bay must be reserved for loading/unloading activities only and must not be used as a function space, other than as a thoroughfare.

9. Except with the prior written consent of the Responsible Authority, delivery and collection of goods to and from the land (associated with the use authorised by this permit) may only occur between:
- (a) Monday to Friday 6:00pm – 10:00pm;
  - (b) Saturday 9:00am – 10:00pm; and
  - (c) Sunday 9:00am – 5:00pm.
10. The amenity of the area must not be detrimentally affected by the use, including through:
- (a) the transport of materials, goods or commodities to or from land;
  - (b) the appearance of any buildings, works or materials;
  - (c) the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or
  - (d) the presence of vermin.

to the satisfaction of the Responsible Authority.

#### Noise

11. The use must comply at all times with the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade (SEPP N-1).
12. The use must comply at all times with the State Environment Protection Policy – Control of Music Noise from Public Premises (SEPP N-2).
13. Except with the prior written consent of the Responsible Authority, the provision of music and entertainment on the land must not include live amplified music or D.J.s. Music and entertainment on the land must be at a background noise level with a noise limiter installed to the in-house audio system to ensure the volume does not exceed this level, to the satisfaction of the Responsible Authority.
14. Except with the prior written consent of the Responsible Authority, speakers external to the building must not be erected or used.

#### Operational Management

15. Before the use commences, an updated Operational Management Plan (OMP) must be submitted to and approved by the Responsible Authority. When approved the OMP will be endorsed and will then form part of this permit. The OMP must be generally in accordance with the OMP (received by Council on 26 February 2016) but modified to:
- (a) Delete reference to “Pop-up retail shops” under the list of acceptable events / activities; and
  - (b) Ensure consistency with any other conditions that form part of this permit.
16. The provisions and recommendations of the endorsed Operational Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.

#### Waste Management

17. Before the use commences, a Waste Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. Once approved, the Waste Management Plan will be endorsed and will form part of this permit.
18. The provisions, recommendations and requirements of the endorsed Waste Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.

19. Emptying of bottles and cans into bins (associated with the use authorised by this permit) may only occur during the following hours:

- (a) Monday to Friday 6:00pm – 10:00pm;
- (b) Saturday 9:00am – 10:00pm; and
- (c) Sunday 9:00am – 5:00pm.

Time Limits

20. This permit will expire if the use is not commenced within two years from the date of this permit. The Responsible Authority may extend the period referred to if a request is made in writing before the permit expires or within six months afterwards for commencement.

Notes:

These premises will be required to comply with the Food Act 1984. The use must not commence until registration, or other approval, has been granted by Council's Health Protection Unit.

Submissions

*The Applicant, Mr Glenn Hester addressed the Committee.*

*The following people also addressed the Committee:*

*Mr Bill Mullane; and  
Ms Leucenhuizen.*

**INTERNAL DEVELOPMENT APPROVALS COMMITTEE RESOLUTION**

**Moved:** Councillor Colanzi

**Seconded:** Councillor Coleman

That having considered all relevant planning policies, the Committee resolves to issue a Notice of Decision to Grant a Planning Permit PLN15/0611 for use of the site as a place of assembly (workshops; presentations; product launches; art exhibitions; group classes; community group meetings and theatre performances); and a reduction in the car parking requirement of the Yarra Planning Scheme at No. 3 Council Street, Clifton Hill, in accordance with the plans and reports received by Council (on 26 February 2016) and subject to the following conditions:

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Notes:

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**CARRIED UNANIMOUSLY**

The meeting closed at 7.19pm.

**Confirmed at the meeting held on Wednesday 14 September 2016**

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**Chair**