

## ORDINARY COUNCIL MEETING

## **MINUTES**

Ordinary Meeting of the Council held at Frost Pavilion, McDonald Avenue Mount Barker WA 6324 2:45pm Tuesday 26 July 2005

Rob Stewart
CHIEF EXECUTIVE OFFICER

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#### 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:00pm The Presiding Member declared the meeting open.

The Chief Executive Officer, Mr Rob Stewart, read aloud the following disclaimer:

'No responsibility whatsoever is implied or accepted by the Shire of Plantagenet for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff.

The Shire of Plantagenet disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, or statement of intimation occurring during Council / Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation or approval made by a member or officer of the Shire of Plantagenet during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Plantagenet. The Shire of Plantagenet warns that anyone who has an application with the Shire of Plantagenet must obtain and should only rely on <a href="WRITTEN CONFIRMATION">WRITTEN CONFIRMATION</a> of the outcome of the application, and any conditions attaching to the decision made by the Shire of Plantagenet in respect of the application.

# 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

#### Present

Cr D Williss Acting Shire President - East Ward

Cr M Skinner East Ward
Cr K Hart Kendenup Ward
Cr J Moir South Ward
Cr K Clements Town Ward
Cr B Hollingworth Town Ward
Cr J Mark Town Ward

Mr R Stewart Chief Executive Officer

Mr J Byrne Executive Director Corporate and Community Services
Mr S Bell Executive Director Technical and Development Services

Ms D Baesjou Manager Development Services

Mrs K Skinner Executive Secretary

Ms C Delmage Administration Officer Minutes and Agenda

There were two (2) members of the public present. There was one (1) member of the media present.

#### Previously approved Leave of Absence

Cr K Forbes 18 July 2005 to 31 July 2005 inclusive Cr J Cameron 25 July 2005 to 7 September 2005 inclusive

## 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

#### 4 PUBLIC QUESTION TIME

#### Mr Syd Kidman

**Angle Parking** - Mr Chairman, I have been very worried about the possibility of having angle parking in Mount Barker. This was tried many years ago and Tom McDonald in his wisdom cut it out as there was so many panel beaters entering town. I fail to see that angle parking is necessary and ask that the status quo be allowed to remain in Lowood Road.

I have recently been sitting outside the local chemist and newsagent asking all who pass what they think of the idea of angle parking being introduced into the main street of Mount Barker. All I spoke to agreed that they considered it to be 'not appropriate'. All said to 'leave as is'. Everyone disliked the idea of angle parking.

I ask those present today, 'Who would pay for the damage caused by the creation of angle parking?' Today the main street gets full of camper vans and delivery vans. These are much bigger vehicles and are a greater visual hazard than vehicles such as Model T's etc as were around in the 1950's when angle parking was previously introduced.

**Roundabout** – as I stated in a previous letter to the editor of Plantagenet News, roundabouts are feasible but should be placed at the intersections near the Plantagenet Hotel and Mount Barker Hotel.

Angle Parking - I will be getting in touch with the local police regarding the possibility of demonstrating, on a Sunday morning or afternoon, the actions required to get into and out of angle parking. If parked next to a panel van or similar you have to back out at least more than the one (1) metre before you can see anybody coming. This is much worse now due to all the bigger vehicles causing blindspots. I believe that angle parking will create a hell of a mess.

I will leave the matter with you and hope to God that the Shire will come to their senses and stop angle parking from even being contemplated. I believe that if angle parking is introduced it will go back to kerb parking within twelve (12) months. Thank you for listening.

#### Chairman

A public meeting was held to discuss the redevelopment of Lowood Road, including the proposed angle parking. The angle parking proposed by the Shire includes a reversing area so vehicles are not reversing into the oncoming traffic.

#### 5 PETITIONS / DEPUTATIONS / PRESENTATIONS

Mr Tim Righton – Tim's Tyres – Item 9.3.1 (RV/182/1497)

Mr Righton handed out a photo (attached) of his shop premises as it will appear when painting is completed. The plan behind shows a red shaded area which will be bituminised and also shows where the proposed sign will be. Some of the other changes will be the battery sign on the corner of Cooper Road disappearing altogether. A mobile 'A' frame sign under the power pole will also be removed. The big ugly white pole will be replaced with a bollard which will look much more attractive.

#### Cr B Hollingworth

How much higher than the building will the proposed sign be?

<u>Tim Righton – Tim's Tyres</u>

The sign has a height of three (3) metres and will be lower than the building.

#### 6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

#### 7 CONFIRMATION OF MINUTES

**Moved Cr M Skinner, seconded Cr K Hart:** 

That the Minutes of the Ordinary Meeting of the Council held 12 July 2005 be confirmed subject to:

- Page 18 It being noted that Cr Moir declared an Impartiality Interest in Item 9.2.4.
- Page 42 The word 'will' being inserted before the words 'be thanked' and the words 'by the Council' being inserted after the word 'input' in Advice Note (iii).

**CARRIED** 

No. 230/05

## 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- 18 July 2005 Cr K Forbes' presentation on TIRES and the lack of funding was very well received at the recent Regional Roads Group meeting held in Nyabing. A complete vote of thirteen (13) was received for the Regional Roads Group Committee to lobby the Minister for extra funding for TIRES.
- 21 July 2005 Cr D Williss met with Dan Clunes from Boontech and watched the cattle being weighed and read at the Great Southern Regional Cattle Saleyards (GSRCS). The results for the day included: a cow not having a tag in its ear, one read only four (4) out of five (5) and another read only five (5) out of seven (7).
- Cr D Williss will meet with actual users (agents) and Warren Lloyd, Manager, GSRCS, on 28 July 2005 to discuss all options and the difference between the setups of Boontech and Aleis systems.

#### 9 REPORTS OF COMMITTEES AND OFFICERS

#### 9.1 EXECUTIVE SERVICES REPORTS

# 9.1.1 COMMITTEE MINUTES - RAINBOW COAST REGIONAL COUNCIL – 19.05.05; GREAT SOUTHERN REGIONAL CATTLE SALEYARDS ADVISORY COMMITTEE – 12.07.05

An Impartiality Interest was disclosed by Cr J Moir for Item 9.1.1.

Location / Address: N / A

Attachments: (2) Committee Minutes

Name of Applicant: N/A

File Reference: ED/103/5; CA/103/1

Author: Cherie Delmage – Administration Officer Minutes and

**Agenda** 

Authorised By: Rob Stewart - Chief Executive Officer

Date of Report: 13 July 2005

#### **Purpose**

The purpose of this report is to receive the Minutes of the Rainbow Coast Regional Council meeting held 19 May 2005 and the Minutes of the Great Southern Cattle Saleyards Advisory Committee meeting held 12 July 2005.

#### **Policy Implications**

There are no policy implications for this report.

#### **Financial Implications**

There are no financial implications for this report.

#### **Strategic Implications**

There are no strategic implications for this report.

#### **Officer Comment**

Any issues or recommendations arising from these Minutes will be the subject of a separate report to the Council.

#### **Voting Requirements**

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

#### Moved Cr J Mark, seconded Cr B Hollingworth:

That the Minutes of the Rainbow Coast Regional Council meeting held 19 May 2005 and the Minutes of the Great Southern Cattle Saleyards Advisory Committee meeting held 12 July 2005 be received.

CARRIED (7/0)

No. 231/05

## 9.1.2 POLICY REVIEW - AGENDA - CLOSING TIME COUNCIL / COMMITTEE AGENDA

Location / Address: N / A

Name of Applicant: N / A

File Reference: CM/120/1

Author: Cherie Delmage - Administration Officer Minutes and

Agenda

Authorised By: John Byrne - Executive Director Corporate and

**Community Services** 

Date of Report: 11 July 2005

#### **Purpose**

The purpose of this report is to review Council Policy – Agenda – Closing Time Council / Committee Agenda.

#### **Background**

Council Policy PA1 reads as follows:

'That Council's Meeting Agendas close and be posted to Councillors five days prior to Meetings.'

This matter was last considered by the Council at its meeting held on 14 October 2003 at which time it was resolved that the present policy be endorsed.

At that meeting the Chief Executive Officer advised:

'The Act refers to 'at least 72 hours notice' which means that provided Councillors have the notice of meeting and the agenda by Saturday 2.45pm, before a scheduled Tuesday Council meeting, then sufficient notice has been given.

Practically, as the Council's administration relies on the postal service for delivery of meeting notices and agendas, these documents are with the Post Office by Thursday afternoon or alternatively hand delivered to Councillors on Friday. The existing internal procedures satisfy the statutory requirements and this policy is in fact superfluous.'

#### Consultation

Consultation has occurred with the Executive Director Corporate and Community Services.

#### **Policy Implications**

This policy review is presented to the Council as part of the ongoing policy review cycle.

#### **Statutory Implications**

Section 5.5 of the Local Government Act 1995 stipulates:

'The CEO is to convene an ordinary meeting by giving each Council member at least 72 hours notice of the date, time and place of the meeting and an agenda for the meeting.'

Policy Review - Agenda - Closing Time Council / Committee Agenda (Cont.)

#### **Financial Implications**

There are no financial implications for this report.

#### **Strategic Implications**

The Council's Strategic Plan Key Result Area 1, new initiative 1.4 provides the following:

1.1 Ensure the administrative systems and framework of the organisation efficiently and effectively permit the functions of the organisation to be undertaken.

To achieve this we will:

- Review all policies, procedures and delegations to ensure internal consistency and convergence;
- Promote and provide access to policies, procedures, standards and legislation.

#### Officer Comment

The direction given in this policy is of an administrative nature. Furthermore the Local Government Act 1995 provides the minimum statutory period for issue of agenda papers, as referred to in 'Statutory Implications'.

#### **Voting Requirements**

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr K Clements, seconded Cr J Moir:

That Council Policy PA1 'Agenda – Closing Time Council / Committee Agenda':

'That Council's Meeting Agendas close and be posted to Councillors five days prior to Meetings.'

be repealed.

CARRIED (7/0)

No. 232/05

#### 9.2 CORPORATE SERVICES REPORTS

#### 9.2.1 QUARTERLY FINANCIAL STATEMENTS - JUNE 2005

Location / Address: N / A
Name of Applicant: N / A

File Reference: FM/65/1

Author: David Blurton - Accountant

Authorised By: John Byrne – Executive Director Corporate and

**Community Services** 

Date of Report: 26 July 2005

#### **Purpose**

The purpose of this report is to present to the Council the financial position of the Shire of Plantagenet for the quarter ending 30 June 2005.

#### **Statutory Environment**

Local Government (Financial Management) Regulation 35 defines minimum reporting requirements for quarterly financial statements.

#### **Policy Implications**

There are no policy implications for this report.

#### **Financial Implications**

It should be noted that the figures shown as 'YTD - Actual 30 June 2005' may not be the final figures used in the 2004 / 2005 Annual Report. This is due to accounting processes such as end of year accruals, final stock-take figures, asset adjustments etc.

#### **Strategic Implications**

There are no strategic implications for this report.

#### **Voting Requirements**

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

#### Moved Cr M Skinner, seconded Cr B Hollingworth:

That the Quarterly Financial Statements for the period ending 30 June 2005 be received.

**CARRIED (7/0)** 

No. 233/05

#### 9.2.2 LIST OF PAYMENTS - JUNE 2005

Location / Address: N / A

Attachment (1): List of Payments – June 2005

Name of Applicant: N / A

File Reference: FM/65/3

Author: Rayona Evans - Accounts Officer

Authorised By: John Byrne - Executive Director Corporate and

**Community Services** 

Date of Report: 18 July 2005

#### **Purpose**

The purpose of this report is to present to the Council the list of payments that were made during the months of April to June 2005.

#### **Statutory Environment**

Regulation 13 of the Local Government (Financial Management) Regulations 1996 defines the reporting requirements to the Council for the list of accounts.

#### Consultation

Consultation has occurred with the Executive Secretary and Executive Director Corporate and Community Services.

#### **Policy Implications**

There are no policy implications for this report.

#### **Financial Implications**

There are no financial implications for this report.

#### Strategic Implications

There are no strategic implications for this report.

#### **Voting Requirements**

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

#### Moved Cr J Mark, seconded Cr K Hart:

That the payment of accounts, covering electronic payments, cheques 34196 to 34320 and 34324, totalling \$1,461,549.07, the payment of trust cheque 92, totalling \$122.00 and the Credit Card transactions for the months of April, May and June 2005, totalling \$4,347.44, be noted.

**CARRIED (7/0)** 

No. 234/05

#### 9.2.3 POLICY REVIEW - RSL MEMORIAL HALL - CROCKERY

Location / Address: N / A

Name of Applicant: N / A

File Reference: CM/120/1

Author: Kaye Skinner - Executive Secretary

Authorised By: John Byrne – Executive Director Corporate and

**Community Services** 

Date of Report: 26 July 2005

#### **Purpose**

The purpose of this report is to review Council Policy PH5 'Halls – RSL Memorial Hall – Crockery'.

#### **Background**

This policy is not clear and as the RSL Hall no longer exists the policy should be repealed.

Council Policy PH5 reads as follows:

'That it not be Council policy to provide crockery at the RSL Memorial Hall.'

#### Consultation

Consultation has occurred with the Chief Executive Officer.

#### **Policy Implications**

This policy review is presented to the Council as part of the ongoing policy review cycle.

#### **Financial Implications**

There are no financial implications for this report.

#### Strategic Implications

The Council's Strategic Plan Key Result Area 1, new initiative 1.4 provides the following:

1.1 Ensure the administrative systems and framework of the organisation efficiently and effectively permit the functions of the organisation to be undertaken.

To achieve this we will:

- Revise all policies, procedures and delegations to ensure internal consistency and convergence;
- Promote and provide access to policies, procedures, standards and legislation.

#### **Officer Comment**

The direction given in this policy is of an administrative nature.

#### **Voting Requirements**

Simple Majority

Policy Review - RSL Memorial Hall - Crockery (Cont.)

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr B Hollingworth, seconded Cr J Mark:

That Council Policy PH5 'Halls – RSL Memorial Hall – Crockery':

'That it not be Council policy to provide crockery at the RSL Memorial Hall.' be repealed.

CARRIED (7/0) No. 235/05

#### 9.3 DEVELOPMENT SERVICES REPORTS

## 9.3.1 LOT 6, 3 MUIR STREET, MOUNT BARKER – FREE STANDING ADVERTISING SIGN

A Financial Interest was disclosed by Cr D Williss for Item 9.3.1

Extent Of Interest: Customer

A Financial Interest was disclosed by Cr M Skinner for Item 9.3.1

Extent Of Interest: Customer

A Financial Interest was disclosed by Cr K Hart for Item 9.3.1

Extent Of Interest: Customer

A Financial Interest was disclosed by Cr B Hollingworth for Item 9.2.1

Extent Of Interest: Customer

The Chief Executive Officer advised the Council that by letter dated 22 July 2005, approval had been received from the Department of Local Government and Regional Development, giving permission for Cr D Williss, Cr M Skinner, Cr K Hart and Cr B Hollingworth to participate in the decision making process relating to an application for a free standing advertising sign to be located at Lot 6, 3 Muir Street, Mount Barker and for Cr D Williss to Preside during such matters subject to the approval only being valid for the Ordinary Council meeting held on 26 July 2005.

Chief Executive Officer, Mr R Stewart, read aloud the attached letter from the Department of Local Government and Regional Development dated 22 July 2005.

Location / Address: Lot 6, 3 Muir Street, Mount Barker

Attachments: (4) Site Plan

Locality Plan Elevations x 2

Name of Applicant: Mr Timothy Righton / Digi Marketing Corporation

File Reference: RV/182/1497

Author: Joe O'Keefe – Town Planner

Authorised By: Delma Baesjou – Manager Development Services

Date of Report: 24 June 2005

#### **Purpose**

The purpose of this report is to consider an application for a 6m high illuminated advertising sign at Lot 6, 3 Muir Street, Mount Barker.

#### **Background**

Councillors will recall at its meeting held on 14 June 2005 this matter could not be considered owing to disclosure of six (6) Councillors. This meant no quorum was present.

Lot 6, 3 Muir Street, Mount Barker – Free Standing Advertising Sign (Cont.)

Correspondence has now been received from the Department of Local Government and Regional Development permitting the Councillors to participate in this process. A copy of this letter will be available at the meeting.

The proposal is a free-standing illuminated sign, 6 metres above natural ground level with two sides of approximately  $10m^2$ , each advertising space. Total sign size for comparison to Scheme standards is  $20 \text{ m}^2$ , (in addition to  $0.5m^2$  existing).

The subject land is a 1,803m<sup>2</sup> lot at the corner of Muir Street and Cooper Street in the town centre. The lot is zoned 'Service Industrial'. The lot has a tyre and battery shop of approximately 265m<sup>2</sup> being site coverage of approximately 15%.

Other zones abut this lot. Lots across Muir Street to the south are zoned 'Commercial'.

The Residential zone commences to the west, on the north side of Muir Street, west of Cooper Street. On the south side of Muir Street, the Residential zone commences west of Lord Street.

There is an existing free-standing sign on the south-west corner of the lot, near the Muir Street and Cooper Street intersection. It is shaped like a battery. It provides approximately 0.5 m<sup>2</sup> advertising.

Shire records show the registered owner to be Mr Timothy Righton.

#### **Statutory Environment**

Town Planning and Development Act (1928) as amended; effected by:

Shire of Plantagenet Town Planning Scheme No. 3, which has a number of relevant sections:

- 5.2 Discretion to Modify Development Standards
- 5.6 Control of Advertisements, Clause 5.6.1:

'Council's objective in the control of advertising is to secure the orderly and proper planning and the amenity of the Scheme Area through the control of advertisements by the examination and determination of applications for advertising signs in the light of:

- the impact of new advertisements upon residential, rural and recreational areas:
- the potential of any proposed advertisement to enhance or detract from the visual amenity and character of an area; and
- the potential for the rationalisation, consolidation or removal of existing advertisements where amenity is already impaired by poor, excessive or derelict advertising.'

It should be noted that certain advertisements are exempted.

Schedule X 'Exempted Advertisements Pursuant To Clause 5.6.5, Extract:

#### Lot 6, 3 Muir Street, Mount Barker – Free Standing Advertising Sign (Cont.)

#### **Industrial Warehouse Premises**

A maximum of 4 advertisements to or affixed to the walls of the building but not including signs which project above the eaves or the ridge of the roof of the building, and excluding signs projecting from a building whether or not those signs are connected to a pole, wall or other building.

A maximum of two free-standing advertisement signs not exceeding 5m in height above ground level.

Total area of any such advertisements shall not exceed 15m<sup>2</sup>.

Maximum permissible total area shall not exceed 10m<sup>2</sup> and individual advertisement signs shall not exceed 6m<sup>2</sup>.

See 5.9 - URBAN DESIGN

SCHEDULE IV; ZONE DEVELOPMENT TABLE

ZONE DEVELOPMENT TABLE									
ZONED	MINIMUM LOT AREA	MINIMUM EFFECTIVE	MAXIMUM PLOT	MINIMUM BOUNDARY SETBACKS		MINIMUM CAR	MINIMUM LAND-	MAXIMUM ADVERTISING	
		FRONTAGE	RATIO	FRONT (m)	REAR (m)	SIDES (m)	PARKING SPACE	SCAPING (% of site)	(m²)
Commercial	-	5	1.5	Nil	Nil	Nil	1 per 40m <sup>2</sup>	10	10
Residential	See Clauses 5.3 (Residential Planning Code Standards)								
Service Industrial	1000	20	0.5	9 7.5 (who	5 oro boundar	5 on one side	1 per 100m <sup>2</sup> gross floor area or display area	20	5
				7.5 (where boundary abuts Residential Zone)		aispiay arca			

Please note restriction to 5m<sup>2</sup> of advertising, and the requirement for 20% of the lot to be landscaped.

#### Consultation

Brief telephone discussions with the applicant's agent, Digi-Marketing Corporation, Brisbane.

#### **Policy Implications**

Council decision on urban design issues and any relaxation of Scheme provisions may influence Townscape / Streetscape policies in the future.

#### **Financial Implications**

There are no financial implications for this report.

#### Strategic Implications

As per 'Policy Implications', above.

#### Officer Comment

The Scheme restricts total advertising on a 'Service Industrial' lot to 5m<sup>2</sup> advertising (Schedule IV, Zone Development Table)

Exempted for the need for approval for 'Industrial and Warehouse Premises' is a total area of  $15m^2$ , no individual free-standing sign larger than  $6m^2$ , total free standing signs size  $10m^2$ , and maximum height of 5m above ground level. It is considered reasonable to modify (relax) the prescriptive standards, set out in Schedule IV, Zone Development Table under the powers conferred by Clause 5.2 (Discretions to modify Development Standards), because:

Lot 6, 3 Muir Street, Mount Barker – Free Standing Advertising Sign (Cont.)

- (a) Council's objectives under Clause 5.6 set performance standards for advertising. The proposal has minimal impact upon the Residential Zone to the west. There are no adjacent residential areas.
- (b) The area is not well illuminated at night, and any extra lighting adjacent to the Commercial Zone is beneficial.
- (c) 20m² of illuminated free standing advertising, plus the 0.5m² existing free-standing space (the "battery"), can easily be accommodated on this relatively large lot.

Council may wish to consider requiring a landscaping plan to show how this proposal fits in to the required 20% minimum (i.e. 360m²) of how the lot should be landscaped.

The existing 'battery' shaped sign is considered to be near the lot boundary and a possible traffic impediment.

#### **Voting Requirements**

Simple Majority

#### OFFICER'S RECOMMENDATION / COUNCIL DECISION

#### **Moved Cr K Clements, seconded Cr K Hart:**

That the development standard prescribed in Schedule IV; Zone Development Table which restricts maximum advertising size to 5m2 in the Service Industrial Zone be modified and Planning Consent be granted in respect of Application No. 19/05 for Lot 6, (No. 3) Muir Street, Mount Barker to be developed for the purpose of free-standing advertising sign (illuminated pylon sign), in accordance with the plans dated 14 June 2005, subject to the following conditions:

- (1) The existing free-standing 'battery' shaped sign being relocated an equivalent distance (approximately three (3) metres) inside the lot boundary, in order to avoid any conflict with pedestrian, cycle, vehicular or other traffic movement.
- (2) A landscape plan being submitted to show how both free-standing signs are incorporated into an overall landscape plan of approximately 20% of the 1,803m<sup>2</sup> lot, and the plan being effected to the Council's satisfaction.

#### **ADVICE NOTES**

- (i) If the development, the subject of this approval, is not substantially commenced within a period of 24 months the approval shall lapse and be of no further effect. Where the approval has lapsed, no development shall be carried out without further approval of the Council having first been sought and obtained.
- (ii) The applicant is advised that there is an obligation to comply with relevant statutes applicable to the development including:
  - The Building Code of Australia 2005

**CARRIED (7/0)** 

No. 236/05

10	MOTION	S OF WHICH PREVIOUS NOTICE HAS I	BEEN GIVEN			
	Nil					
11		SINESS OF AN URGENT NATURE INTR N OF THE MEETING	ODUCED BY			
	Nil					
12	CONFIDENTIAL					
	Nil					
13	CLOSURE OF MEETING					
	3:35pm	The Presiding Member declared the meeting	closed.			
	CONFIDM	ED: CHAIRPERSON	DATE://			
	COMPINION	LD. CHAINFLIGON				