

# **IDAP REPORT**

Property:	23 Elliott Street Belfield
	LOT A in DP 323568
	DA 2021/297
Proposal:	Alterations and additions to existing dwelling house
	including demolition and reconstruction of carport, rear
	extension, new first floor addition and new front fence.
Applicant:	A Leone
Owner:	Mark and Michelle Kazzi
Date of lodgement:	16 November 2021
Notification period:	19 November to 3 December 2021
Submissions received:	Nil
Assessment officer:	L Fanayan
Estimated cost of works:	\$488,400.00
Zoning:	R2-Low Density Residential - SLEP 2012
Heritage:	No
Flood affected:	Yes
Is a Clause 4.6 Variation Proposed:	No
RECOMMENDATION OF OFFICER:	Approval



Figure 1: Site locality plan (outlined in yellow)



#### **EXECUTIVE SUMMARY**

## **Proposal**

Development consent is being sought for the alterations and additions to existing dwelling house including demolition and reconstruction of carport, rear extension, new first floor addition and new front fence.

### **Site and Locality**

The site is identified as 23 Elliott Street, Belfield and has a legal description of Lot: A DP: 323568. The site is a regular shaped parcel of land and is located on the western side of Elliot Street.

The site has a width of 10.99m, a depth of 41.46m and an overall site area of 451.6m<sup>2</sup>.

The locality surrounding the subject site features a low density residential character. Architectural styles vary, however dwellings in the immediate streetscape are predominantly single storey with pitched roofing and brick and/or rendered façades. Some double storey examples exist along Elliot Street.

#### Strathfield Local Environmental Plan

The site is zoned R2-Low Density Residential under the provisions of Strathfield LEP 2012 and the proposal is a permissible form of development with Council's consent. The proposal satisfies all relevant objectives contained within the LEP.

## **Development Control Plan**

The proposed development generally satisfies the provisions of Strathfield Consolidated DCP 2005. This is discussed in more detail in the body of the report.

## **Notification**

The application was notified in accordance with Council's Community Participation Plan from 19 November to 3 December 2021, where no submissions were received.

#### Issues

- Front setback
- Void space
- Landscaping
- Front fence

#### Conclusion

Having regards to the heads of consideration under Section 4.15 of the Environmental Planning & Assessment Act 1979, Development Application 2021/297 is recommended for approval subject to suitable conditions of consent.



#### **REPORT IN FULL**

## **Proposal**

Council has received an application for the alterations and additions to existing dwelling house including demolition and reconstruction of carport, rear extension, new first floor addition and new front fence. More specifically, the proposal includes;

<u>Demolition</u> of the existing rear lean-to dwelling addition, carport, various internal walls and detached site sheds.

<u>Internal reconfiguration of the remaining portion of the dwelling and construction of an extension with the combined outcome incorporating:</u>

### Ground floor level:

- Stairwell:
- Kitchen with butler's pantry;
- Living room;
- Dining room;
- Laundry; and
- Rumpus room

#### First floor level:

- Galleria; and
- Two (2) bedrooms with walk-in-robes and shared ensuite.

#### External works:

- Carport;
- · Alfresco dining; and
- · Associated landscape works.

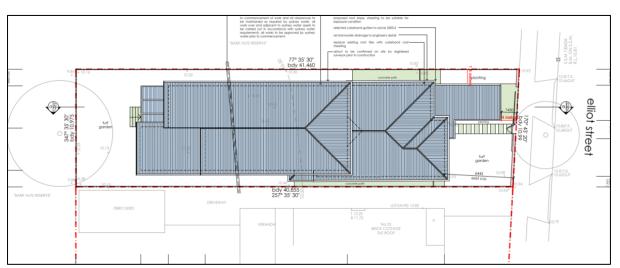


Figure 2: Site plan



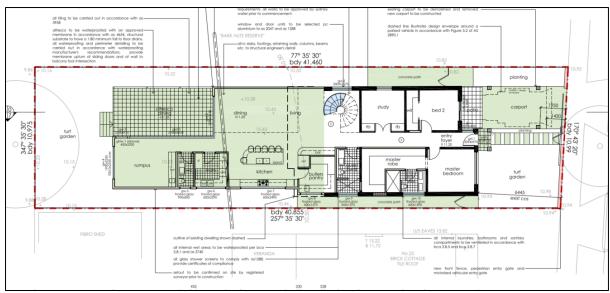


Figure 3: Ground floor plan

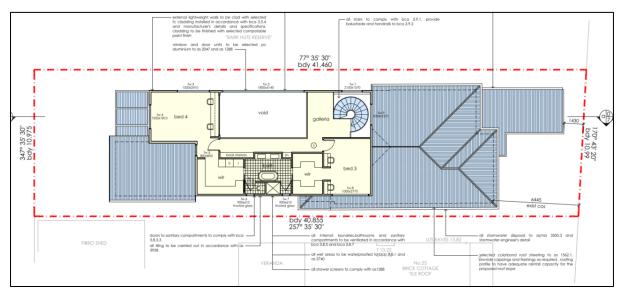


Figure 4: First floor plan

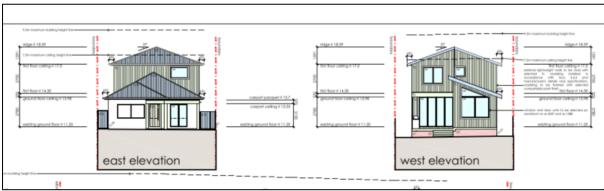


Figure 5: East and west elevation





Figure 6: North and south elevation

# **The Site and Locality**

The subject site is legally described as Lot A in DP 323568 and commonly known as 23 Elliott Street Belfield. It is located off the western side of Eliot Street between Clareville Close and Parkes Parade.

The site is rectangular in shape and has a frontage of 10.99m to the east, rear boundary of 10.975m to the west, side boundary length of 41.46m to the north, and side boundary length of 40.855m to the south and an area of 451.6m<sup>2</sup>.

The site generally slopes from south-east to north-west and has a cross-fall of 0.7m across the length of the site.

The site is occupied by a single storey dwelling with attached carport in the front yard and a number of sheds in the rear yard. Vehicular access is provided to the site via an existing driveway from Elliot Street to an existing carport.

The locality surrounding the subject site features a low density residential character. Architectural styles vary, however dwellings in the immediate streetscape are predominantly single storey with pitched roofing and brick and/or rendered façades. Some double storey examples exist along Elliot Street.

Bark Huts Reserve adjoins the site on the northern and western (rear) boundaries.





Figure 7: Front view of No. 23 Elliot Street



Figure 8: View of boundary between 25 Elliot Street and 23 Elliot Street





Figure 9: View of boundary between 23 Elliot Street and adjacent public reserve/park



Figure 10: View of streetscape of Elliot Street looing south

# **Background**

**16 November 2021** The subject application was lodged with Council.

19 November 2021 The application was notified as per Council's Community Participation Plan, with the final date for public submissions being 3 December 2021. No submissions were received during this period.

**13 December 2021** A Request for Further Information (RFI) letter was sent to the applicant raising the following issues:

- Front setback
- Void space
- Landscaping
- Front fence



22 December 2021 The applicant provided additional information to address the issues

raised in the letter.

11 January 2021 Concurrence received from Sydney Water Corporation, permitting

construction over their easement running through the property.

17 March 2021 A site visit was undertaken by Council's assessment officer.

### Referrals - Internal and External

#### Internal - Stormwater

Council's Development Engineer provided the following advice:

Kerb is only 150mm high, 50mm cover always cracks and fails. Steel rectangle pipe 75mm wide by 50mm high is requested. No other comments or objections.

Accordingly, Council's Developer Engineer offered no objections to the proposal subject to the imposition of conditions.

## **External - Sydney Water Corporation**

The development was referred to Sydney Water as the dwelling is proposed to go over a sewer pipe and easement. Sydney Water provided the following advice:

Sydney Water has reviewed the application based on the information supplied and provides the following comments to assist in planning the servicing needs of the proposed development. Due to the proximity of the proposed development to Sydney Water assets, we recommend that the Council impose conditions regarding:

- Sydney Water Tap in™
- Out of scope building plan approval
- Tree planting

Accordingly, Sydney Water offered no objections to the proposal subject to the imposition of conditions.

#### Section 4.15 Assessment – EP&A Act 1979

The following is an assessment of the application with regard to Section 4.15 (1) of the Environmental Planning and Assessment Act 1979.

#### (1) Matters for consideration – general

In determining an application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

- (a) the provision of:
- (i) any environmental planning instrument,



# STATE ENVIRONMENTAL PLANNING POLICY (BIODIVERSITY AND CONSERVATION) 2021

### Chapter 2 – Vegetation in non-rural areas

The intent of this Chapter within the SEPP is related to the protection of the biodiversity values of trees and other vegetation on the site.

The proposed development does not result in the removal or loss of any trees or vegetation subject to the provision of this SEPP.

The aims and objectives outlined within the SEPP are considered to be satisfied.

## **Chapter 10 – Sydney harbour Catchment**

All stormwater from the proposed development can be treated in accordance with Council's Stormwater Management Code and would satisfy the relevant planning principles of Chapter 10 - Sydney Harbour Catchment.

# STATE ENVIRONMENTAL PLANNING POLICY (BUILDING SUSTAINABILITY INDEX: BASIX) 2004

A BASIX Certificate has been issued for the proposed development and the commitments required by the BASIX Certificate have been satisfied.

## STATE ENVIRONMENTAL PLANNING POLICY (RESILIENCE AND HAZARDS) 2021

#### Chapter 4 – Remediation of land

Chapter 4 applies to the land and pursuant to Section 4.15 is a relevant consideration.

A review of the available history for the site gives no indication that the land associated with this development is contaminated. There were no historic uses that would trigger further site investigations.

The objectives outlined within Chapter 4 of the SEPP are considered to be satisfied.

#### **Strathfield Local Environmental Plan**

The development site is subject to the Strathfield Local Environmental Plan 2012.

## Part 2 - Permitted or Prohibited Development

#### Clause 2.1 – Land Use Zones

The subject site is zoned R2-Low Density Residential and the proposal is a permissible form of development with Council's consent.

## Part 4 – Principal Development Standards



Applicable SLEP 2012 Clause	Development	Development	Compliance/
	Standards	Proposal	Comment
4.3 Height of Buildings	9.5m	8.4m	Compliant
4.4 Floor Space Ratio	0.65:1	0.579:1	Compliant
	(293.54m <sup>2</sup> )	(261.5m <sup>2</sup> )	

The design features a large north facing void and a fully compliant floor space ratio (FSR), which has been calculated to include the stairwell on the ground floor.

It is noted that whilst the void is not counted towards gross floor area and FSR it does contribute to the overall bulk and scale of the built form. On balance; however, this void is considered an acceptable component given that it provides good solar access amenity and faces an open space. A condition is recommended to ensure that the void remains a void in perpetuity.

The bulk and scale of the proposal are considered acceptable – comprising a quality design, adequate articulation, and visual interest.

#### Part 5 - Miscellaneous Provisions

## **Heritage Conservation**

The subject site is not listed as a heritage item or located within a heritage conservation area. The site does not adjoin nor is in close proximity to a heritage item and as such, the provisions of this clause are not applicable.

## **Flood Planning**

The subject site has been identified as being at or below the flood planning level. The provided flood report states the highest 1% AEP level at the proposed development is 10.50m AHD. It is thus proposed the FFL of the habitable areas to be a minimum of RL 11.00m AHD. The Alfresco is stepped down 200mm to RL10.80m AHD.

The application has been reviewed by Council's Engineer who has advised that subject to suitable conditions, the development is considered compatible with the flood hazard of the land, will not result in significant adverse effects on flood behaviour or environment and is not likely to result in unsustainable social and economic loss. The proposed development is considered to satisfy the objectives of this clause.

#### Part 6 - Additional Local Provisions

#### **Acid Sulfate Soils**

The subject site is identified as having Class 5 Acid Sulfate Soils but is not located within 500m of a Class 1, 2 3 or 4 soils. Therefore, Development Consent under the provisions of this section is not required and as such an Acid Sulfate Soils Management Plan is not required.

#### **Earthworks**

The proposal does not include any significant excavation or basement works. Any excavation for footings or levelling of the site is considered to be minor and will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.



#### **Essential Services**

Clause 6.4 of the SLEP 2012 requires consideration to be given to the adequacy of essential services available to the subject site. The subject site is located within a well serviced area and features existing water and electricity connection and access to Council's stormwater drainage system. As such, the subject site is considered to be adequately serviced for the purposes of the proposed development

It is considered that the proposed development satisfies the aims, objectives and development standards, where relevant, of the Strathfield LEP 2012.

# (ii) any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and

There are no draft planning instruments that are applicable to this site.

### (iii) any development control plan,

The proposed development is subject to the provisions of the Strathfield Consolidated Development Control Plan 2005. The following comments are made with respect to the proposal satisfying the objectives and controls contained within the DCP.

Applicable DCP Controls	DCP Controls	Development Proposal	Compliance/ Comment
	Building Envelor		Comment
Floor Space Ratio:	0.65:1 (293.54m <sup>2</sup> )	0.579:1 (261.5m <sup>2</sup> )	Compliant
Heights:		,	
Floor to ceiling heights:	3.0m	2.78m	Compliant
Height to underside of eaves:	7.2m	7.2m	Compliant
Number of Storeys/Levels:	2	2	Compliant
Setbacks:			
Front:	9m	1.43m	Complaint
Side (north):	1.2m (min)	1.55m	Compliant
Side (south):	1.2m (min)	1.526m	Complaint
Combined Side Setback:	2.198m (20%)	3.08m (28%)	Compliant
Rear:	6.1m		Compliant
Landscaping			
Landscaping/Deepsoil	35%	35.17%	Compliant
Provisions:	(158.06m <sup>2</sup> )	(158.82m <sup>2</sup> )	
Fencing			
Height (overall/piers):	1.5m (maximum)	0.7m	Complaint
Solid Component:	0.7m	0.7m	Complaint
Solar Access			
POS or habitable windows	3hrs to habitable	3 hour minimum	Compliant
	windows and to	provided	
	50% of POS		
Vehicle Access and Parking			



Driveway width at Boundary:	3m	3.5m	No – see
			comment
			below
Vehicular Crossing:	1	1	Compliant
Driveway setback – side:	0.5m	1.4m	Compliant
No. of Parking Spaces:	2	1	Compliant

## **Building Envelope**

The proposed development satisfies the objectives and controls within the development control plan relevant to:

- Building Scale, height and floor space ratio
- Rhythm of Built Elements in the Streetscape,
- Fenestration and External Materials, and
- Street Edge

#### Front setback

The site has an existing car port approved by a Land and Environmental Court decision (Building Permit No. 133.86, 24 December 1986). The existing carport roof is setback 1.7m from the boundary at its closet point (see Figure 10). The proposed carport has a measurement of 1.4m in the same location (see Figure 11). The proposed carport will be accepted in the front yard however it is to match the existing setback to the front boundary, therefore it will be conditioned through design changes that the carport roof is to remain 1.7m from the front boundary.

The front setback to the dwelling remains the same at 6.45m, there are no alternations proposed to the façade of the dwelling.

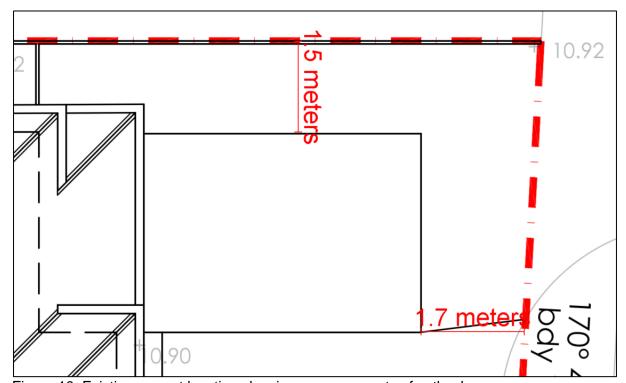


Figure 10: Existing carport location showing measurements of setbacks



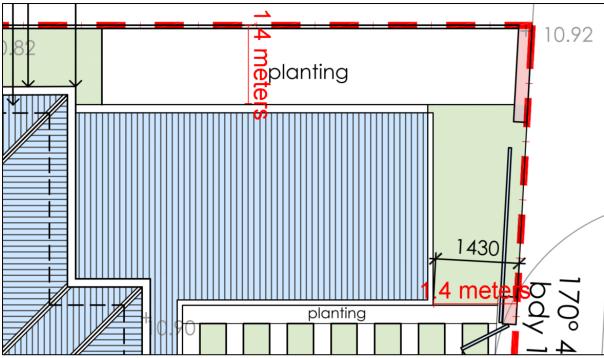


Figure 11: Proposed location of carport showing measurements of setbacks

#### Voids

The void space above the dining/living is accepted, it receives northern solar access and provides great solar amenity. The void space above the dining/living area is large, however, if the void was to be included as GFA it would still be compliant with the FSR development standard for the site. Void space is 21.7m² and if included provide a total of 283.2m² of GFA and a total of 0.63:1 FSR.

The void adds bulk to the northern elevation which adjoins a public open space/park. This is of little concern as it is not imposing on residential living and the park includes a number of trees that buffer the view toward 23 Elliot and the first floor addition. On balance, it is deemed an appropriate design due to the nature of the property's adjacent land use and overall size of the dwelling.

To ensure that the void space above the living/dining room remains a void an ongoing condition will be included in the consent.



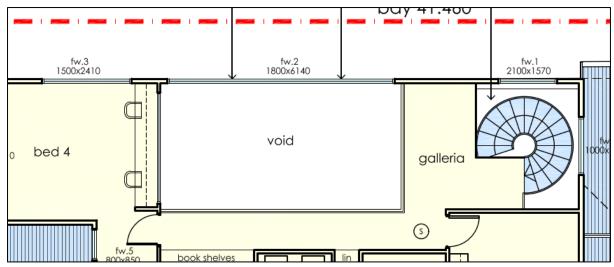


Figure 12: Plan view of the void space

## **Landscaping and Open Space**

The proposed development satisfies the relevant objectives and controls of the SCDCP 2005. The development is considered to neutral impact on the existing streetscape, adequate areas for deep soil planting have been provided and can accommodate large canopy trees and where possible trees have been retained and protected.

Conditions are to be imposed to amend the landscape plan to show two (2) canopy trees, one (1) in the front yard and one (1) in the rear yard, capable of reaching 10m.

## **Fencing**

The proposed front and side fencing satisfies the relevant objectives and controls within SCDCP 2005. It is considered to be sympathetic to the existing and desired character of the locality and is compatible to the height and style of adjoining fences.

## Solar Access

Given the orientation of the site, solar access to windows of habitable rooms and to at least 50% of the private open space is achieved or maintained for a minimum period of 3 hours between 9.00am-3:00pm at the winter solstice. Solar access is also achieved or maintained to the private open space of the adjoining premises. The proposal is considered to generally satisfy the relevant objectives and controls of the SCDCP 2005.

## **Privacy**

The proposed development satisfies the relevant objectives and controls of the SCDCP 2005, in that adequate privacy is maintained between adjoining properties and any potential overlooking is minimised. Windows are offset from adjoining dwellings where required, they are screened, obscured or off low active use rooms so as not to negatively impact on adjoining properties. Specifically, the glazing of the alfresco are is to be obscured so as to reduce overlooking into the public open space neighbouring 23 Elliot Street. This will be imposed as a design change condition.



### Vehicular access, Parking and Basements

The proposed development satisfies the relevant objectives and controls of the SCDCP 2005 in that it provides the minimum number of required parking spaces and adequate vehicular access provisions. The driveway width is existing at 3.5m and although does not comply with SCCP 2005 development controls of 3m, the wider driveway will be accepted. It is confirmed in the Statement of Environmental Effects that the existing driveway will be retained.

#### Cut and fill

The proposed development is considered to satisfy the relevant objectives and controls of the SCDCP 2005, in that the need for cut and fill has been kept to a minimum and existing ground levels have been maintained where appropriate to reduced site disturbance. Existing trees and shrubs have been retained where possible and ground water tables are maintained and impact on overland flow and drainage is minimised.

# Water and Soil Management

The proposed development satisfies the relevant objectives and controls of the SCDCP 2005 and complies with Council's Stormwater Management Code. A soil erosion plan has been submitted with the application to prevent or minimise soil disturbances during construction.

### Access, Safety and Security

The proposed development satisfies the relevant objectives and controls of the SCDCP 2005. Separate pedestrian and vehicle access provisions are provided, passive surveillance of the public street has been provided providing safety and perception of safety in the street.

#### PART H – Waste Management (SCDCP 2005)

In accordance with Part H of Strathfield CDCP 2005, a waste management plan was submitted with the application. The plan details measure for waste during demolition and construction, and the on-going waste generated by the development during its use. It is considered that this plan adequately address Part H and is considered satisfactory.

(iv) Any matters prescribed by the regulations, that apply to the land to which the development application relates,

The requirements of Australian Standard *AS2601–1991: The Demolition of Structures* is relevant to the determination of a development application for the demolition of a building.

The proposed development does involve the partial demolition of a building. Should this application be approved, appropriate conditions of consent may be imposed to ensure compliance with the requirements of the above standard.

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,



The proposed development is of a scale and character that is in keeping with other developments being constructed in the locality. Accordingly, the proposal is not considered to have a significant impact on the natural and built environment or any negative social or economic impacts on the locality.

# (c) the suitability of the site for the development,

It is considered that the proposed development is of a scale and design that is suitable for the site having regard to its size and shape, its topography, vegetation and relationship to adjoining developments.

## (d) any submissions made in accordance with this Act or the regulations,

In accordance with the provisions of Councils Community Participation Plan, the application was placed on neighbour notification for a period of fourteen (14) days where adjoining property owners were notified in writing of the proposal and invited to comment. Zero (0) submissions were received.

## (e) the public interest.

The proposed development is of a scale and character that does not conflict with the public interest.

#### **Local Infrastructure Contributions**

Section 7.13 of the EP&A Act 1979 relates to the collection of monetary contributions from applicants for use in developing key local infrastructure. This section prescribes in part as follows:

A consent authority may impose a condition under section 7.11 or 7.12 only if it is of a kind allowed by, and is determined in accordance with, a contributions plan (subject to any direction of the Minister under this Division).

## STRATHFIELD INDIRECT SECTION 7.12 CONTRIBUTIONS PLAN

Section 7.12 Contributions are applicable to the proposed development in accordance with the Strathfield Indirect Development Contributions Plan as follows:

Based on the Cost of Works of \$488,400.00 and in accordance with Council's s7.12 Indirect Contributions Plan, a contribution of 1% of the cost of works is applicable. In this regard, the contribution is as follows;

Local Amenity Improvement Levy

\$4,884.00



#### Conclusion

The application has been assessed having regard to the Heads of Consideration under Section 4.15 (1) of the Environmental Planning and Assessment Act 1979, the provisions of the SLEP 2012 and SCDCP 2005.

Following detailed assessment it is considered that Development Application No. 2021/297 should be approved subject to conditions.

Signed: Date: 22 March 2022

L Fanayan Planner

I confirm that I have determined the abovementioned development application with the delegations assigned to my position;

I have reviewed the details of this development application and I also certify that Section 7.11/7.12 Contributions are applicable to this development and have been levied accordingly;

Report and recommendations have been peer reviewed and concurred with.

Signed: Date: 23 March 2022

J Gillies Senior Planner

The following conditions of consent are imposed for the following reasons:

- (a) To ensure compliance with the terms of the relevant Environmental Planning Instrument and/or Building Code of Australia and/or Council's codes, policies and specifications.
- (b) To protect the environment.
- (c) To ensure that there is no unacceptable impact on the amenity of the area, or to private and public property.
- (d) It is in the public interest.

#### **DEVELOPMENT DETAILS**

#### (1) Approved Plans & Documentation

The development must be implemented in accordance with the approved plans and supporting documentation listed below which have been endorsed by Council's approved stamp, except where marked up on the plans and/or amended by conditions of this consent:



Description	Reference No.	Date	Revisio n	Prepared by
Existing floor, demolition plan, construction management	210201 Drawing No. 01	February 2021	-	Urban Style Design
Existing floor Plan	210201 Drawing No. 02	February 2021	-	Urban Style Design
Roof and site Plan	210201 Drawing No. 03	February 2021	-	Urban Style Design
Proposed ground floor plan	210201 Drawing No. 04	February 2021	-	Urban Style Design
Proposed first floor plan	210201 Drawing No. 05	February 2021	-	Urban Style Design
Elevations	210201 Drawing No. 06	February 2021	-	Urban Style Design
Section	210201 Drawing No. 07	February 2021	-	Urban Style Design
Concept landscape plan	210201 Drawing No. 13	February 2021	-	Urban Style Design
External colours and finishes schedule	210201 Drawing No. 14	February 2021	-	Urban Style Design
Stormwater Plans	E210254 Drawing No. D1 to D4	25 October 2021	А	NY Civil Engineeing
Waste Management Plan	23 Elliot St Belfield	-	-	-
BASIX	A438030	1 November	-	Urban Style Design



		2021		
Flood study report	E210254	25 October 2021	-	NY Civil Engineering
Survey	19110-21	17 March 2021	-	J.P. Bates & Inwood

#### SEPRARATE APPROVALS REQUIRED UNDER OTHER LEGISLATION

#### (2) Section 138 Roads Act 1993 and Section 68 Local Government Act 1993

Unless otherwise specified by a condition of this consent, this Development Consent does not give any approval to undertake works on public infrastructure.

Separate approval is required under Section 138 of the <u>Roads Act 1993</u> and/or Section 68 of the <u>Local Government Act 1993</u> for any of the following activities carried out in, on or over a public road (including the footpath) listed below.

An application is required to be lodged and approved prior to the commencement of any of the following works or activities;

- (a) If any excavation is to be supported by the use of below ground (cable) anchors that are constructed under Council's roadways/footways.
- (b) Swinging or hoisting goods over any part of a public road by means of a lift, crane or the like;
- (c) Establishing a "works zone";
- (d) Placing or storing materials or equipment;
- (e) Placing or storing waste containers or skip bins;
- (f) Stormwater & ancillary to public infrastructure on private land
- (g) Erecting a structure or carrying out work

These separate activity approvals (a)-(g) must be obtained and evidence of the approval provided to the Certifying Authority prior to the issue of the Construction Certificate.

- (h) Pumping water from the site into the public road;
- (i) Constructing a vehicular crossing or footpath;
- (j) Digging up or disturbing the surface of a public road (e.g. Opening the road for the purpose of connections to utility providers);
- (k) Stormwater & ancillary works in the road reserve; and
- (I) Pumping concrete from a public road;



These separate activity approvals must be obtained and evidence of the approval provided to the Certifying Authority prior to the activities commencing.

The relevant Application Forms for these activities can be downloaded from Council's website <a href="www.strathfield.nsw.gov.au">www.strathfield.nsw.gov.au</a>. For further information, please contact Council's Customer Service Centre on (02) 9748 9999.

## (3) Vehicular Crossing - Minor Development

Constructing a vehicular crossing and/or footpath requires a separate approval under Section 138 of the Roads Act 1993 prior to the commencement of those works.

To apply for approval, complete the *Works Permit Application Form* which can be downloaded from Strathfield Council's Website at <a href="www.strathfield.nsw.gov.au">www.strathfield.nsw.gov.au</a>. Lodge the application form, together with the associated fees at Council's Customer Service Centre, during business hours. Refer to Civic & Urban Services Section in Council's adopted *Fees and Charges* for the administrative and inspection charges associated with *Works Permit* applications.

An approval for a new or modified vehicular crossing will contain the approved access and/or alignment levels which will be required to construct the crossing and/or footpath. Once approved, all work shall be carried out in accordance with Council's specifications applicable at the time, prior to the issue of an Occupation Certificate.

# REQUIREMENTS OF CONCURRENCE, INTEGRATED & OTHER GOVERNMENT AUTHORITIES

# (4) Sydney Water – Tap in ™

The approved plans must be submitted to a Sydney Water Tap in<sup>™</sup> to determine whether the development application will affect Sydney Water's sewer and water mains, stormwater drains and/or easements, and if further requirements need to be met. The approved plans will be appropriately endorsed. For details please refer to 'Plumbing, building and developing' section of Sydney Water's web site at <a href="www.sydneywater.com.au">www.sydneywater.com.au</a> then see 'Building', or telephone 13000 TAP IN (1300 082 746). The Certifying Authority must ensure that a Tap in<sup>™</sup> agent has appropriately stamped the plans prior to the issue of the Construction Certificate.

#### PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

## (5) Fees to be Paid

The fees listed in the table below must be paid in accordance with the conditions of this consent and Council's adopted Fees and Charges applicable at the time of payment (available at <a href="https://www.strathfield.nsw.gov.au">www.strathfield.nsw.gov.au</a>).

Payments must be made prior to the issue of the Construction Certificate or prior to the commencement of work (if there is no associated Construction Certificate).

Please contact council prior to the payment of s7.12 Contributions to determine whether the amounts have been indexed from that indicated below in this consent and the form of payment that will be accepted by Council.



A summary of the fees to be paid are listed below:

Fee Type	Fee		
GENERAL FEES			
Long Service Levy (to Long Service Corporation)	\$ 1,709.00		
Or, provide evidence of Payment direct to the Long Service Corporation.			
See https://longservice.force.com/bci/s/levy-calculator			
Security Damage Deposit	\$ 8,100.00		
Administration Fee for Damage Deposit	\$ 130.00		
Tree Bond	\$ 20,300.00		
Administration Fee for Tree Bond	\$ 130.00		
DEVELOPMENT CONTRIBUTIONS			
Indirect (Section 7.12) Contributions	\$ 4,884.00		

## **General Fees**

The fees and charges above are subject to change and are as set out in the version of Council's Schedule of Fees and Charges or as required by other Government Authorities, applicable at the time of payment.

## **Development Contributions**

A Section 7.12 contribution (s94A) has been levied on the subject development pursuant to the Strathfield Indirect Development Contributions Plan.

## **Indexation**

The above contributions will be adjusted at the time of payment to reflect changes in the cost of delivering public amenities and public services, in accordance with the indices provided by the relevant Development Contributions Plan.

## **Timing of Payment**

The contribution must be paid and receipted by Council prior to the release of the Construction Certificate.



### **Further Information**

A copy of the *current Development Contributions Plans* may be inspected at Council's Customer Service Centre at 65 Homebush Road, Strathfield or on Council's website <a href="https://www.strathfield.nsw.gov.au">www.strathfield.nsw.gov.au</a>.

## (6) Required Design Changes

The following changes are required to be made and shown on the Construction Certificate plans:

Alfresco glazing	Amend elevation plans to show glazing on the northern face of the alfresco as obscured glazing.
Carport Setback	Amended plans and details are required to show the proposed carport roof not extending towards the front boundary any further than the existing carport roof.
Landscape Plan	Amend the landscape plan to show two (2) canopy trees, one (1) in the front yard and one (1) in the rear yard, capable of reach 10m.

## (7) Damage Deposit – Minor Works

In order to insure against damage to Council property the following is required:

- (a) Pay Council, before the issue of the Construction Certificate, a damage security deposit for the cost of making good any damage caused to any Council property as a result of the development: \$8,100.00
- (b) Pay Council, before the issue of the Construction Certificate, a non-refundable administration fee to enable assessment of any damage and repairs where required: \$130.00
- (c) Submit to Council, before the commencement of work, a photographic record of the condition of the Council nature strip, footpath and driveway crossing, or any area likely to be affected by the proposal.

At the completion of work Council will inspect the public works, and the damage deposit will be refunded in full upon completion of work where no damage occurs. Otherwise the amount will be either forfeited or partly refunded according to the amount of damage.

## (8) Tree Bond

A tree bond of \$20,300.00 (calculated in accordance with Council's adopted Fees and Charges) shall be paid to Council, prior to the issue of a Construction Certificate.

The deposit is required as security against any damage to existing trees to be retained on Council's road reserve, during works on the site. The applicant must bear the cost of all restoration works to Council's property damaged during the course of this development.

A sound protection barrier anchored firmly into the ground 1.8m in height x 2 metres clear of the base of the tree at any one point and that the fence is to extend up to the back of the kerb and to the edge of the footpath.



Payment may be accepted in the form of cash, bank guarantee, cheque or credit card (financial transactions fees apply). Note: Additional fees apply for the lodgement of a bank guarantee in lieu of cash bond applies in accordance with Council's adopted Fees and Charges.

A request for refund of the Tree Bond must be made in writing.

Tree Bonds may be forfeited if a tree is dead, made dangerous or has been terminally damaged, or will be held until tree/s have fully recovered from the construction damage or were replacement/planted trees have become fully established and are over 6 metres in height.

## (9) Site Management Plan

## **Minor Development**

A Site Management Plan detailing all weather access control points, sedimentation controls, waste management plans, fencing, builder's site sheds office, amenities, materials storage and unloading arrangements must be submitted with the application for the Construction Certificate.

## (10) **BASIX Commitments**

The approved BASIX Certificate shall be submitted to the Accredited Certifier with the application for a Construction Certificate.

All measures and commitments as detailed in the BASIX Certificate No. A438030 must be implemented on the plans lodged with the application for the Construction Certificate.

## (11) Erosion & Sedimentation Control

Erosion and sediment controls must be provided to ensure:

- (a) Compliance with the approved Erosion & Sediment Control Plan
- (b) Removal or disturbance of vegetation and top soil is confined to within 3m of the approved building area (no trees to be removed without approval)
- (c) All clean water run-off is diverted around cleared or exposed areas
- (d) Silt fences, stabilised entry/exit points or other devices are installed to prevent sediment from entering drainage systems or waterways
- (e) All erosion and sediment controls are fully maintained for the duration of demolition, excavation and/or development works
- (f) Controls are put into place to prevent tracking of sediment by vehicles onto adjoining roadway
- (g) All disturbed areas are rendered erosion-resistant by turfing, mulching, paving or similar
- (h) Compliance with Managing Urban Stormwater Soils and Construction (Blue Book) produced by Landcom 2004.



These measures are to be implemented prior to the commencement of work (including demolition and excavation) and must remain until works are completed and all exposed surfaces are landscaped/sealed.

## (12) Stormwater System

The submitted stormwater plan has been assessed as a concept plan only. Final detailed plans of the drainage system in accordance with Council stormwater management code and AS/NZS 3500.3: 2015 (as amended), prepared by a professional engineer specialising in hydraulic engineering, shall be submitted for approval with the Construction Certificate.

## (13) Compliance with Flood Study

The development shall be designed to conform to the recommendations and conclusions of the submitted flood study prepared by NY Civil Engineering ref no. E210254 dated 25 October 2021.

This shall include, but not be limited to, any recommendations for the following:

- (a) Minimum floor levels
- (b) Overland flow path construction
- (c) Protection of the basement from inundation of surface waters

Evidence from professional engineer that specialises in hydraulic engineering that all design requirements have been adhered to shall be submitted with the Construction Certificate application.

# (14) Pump-Out System Design for Stormwater Disposal

The design of the pump-out system for storm water disposal will be permitted for drainage of basement areas only, and must be designed in accordance with the following criteria:

- (a) The pump system shall consist of two pumps, connected in parallel, with each pump being capable of emptying the holding tank at the rate equal to the rate of inflow for the one-hour duration storm. The holding tank shall be capable of holding four hour's runoff from a one-hour duration storm of the 1 in 100 year storm;
- (b) The pump system shall be regularly maintained and serviced, every six (6) months; and
- (c) Any drainage disposal to the street gutter from a pump system must have a stilling sump provided at the property line, connected to the street gutter by a suitable gravity line.

Details and certification of compliance from a professional engineer specialising in civil engineering shall be provided for approval with the Construction Certificate application.



### (15) Stormwater Drainage Plan Details

Stormwater drainage plans including pipe sizes, type, grade, length, invert levels, dimensions and types of drainage pits prepared by a professional engineering specialising in hydraulic engineering shall be submitted with the Construction Certificate application. Note that steel rectangle pipe 75mm wide by 50mm high is specifically requested at the kerb.

These plans shall be prepared in accordance with the Australian Institute of Engineers Australian Rainfall and Runoff (1987) and Council's Stormwater Management Code.

# (16) Sydney Water - Out of Scope Building Plan Approval

Sydney Water will need to undertake a detailed review of building plans:

- (a) That affect or are likely to affect any of the following:
- Wastewater pipes larger than 300mm in size
- Pressure wastewater pipes
- Drinking water or recycled water pipes
- Our property boundary
- · An easement in our favour
- Stormwater infrastructure within 10m of the property boundary.
- (b) Where the building plan includes:
- Construction of a retaining wall over, or within the zone of influence of our assets
- Excavation of a basement or building over, or adjacent to, one of our assets
- Dewatering removing water from solid material or soil.

The detailed review is to ensure that:

- our assets will not be damaged during, or because of the construction of the development
- we can access our assets for operation and maintenance
- your building will be protected if we need to work on our assets in the future.

The developer will be required to pay Sydney Water for the costs associated with the detailed review.

## (17) Off Street Parking – Compliance with AS2890

All driveways, access ramps, vehicular crossings and car parking spaces shall be designed and constructed in accordance with the current version of Australian Standards, AS 2890.1 (for car parking facilities), AS 2890.6 (parking for people with disabilities) and AS 2890.2 (for commercial vehicle facilities).

# (18) Landscape Plans

All landscape works shall be carried out in accordance with the approved landscape plans. The landscaping shall be maintained in accordance with the approved plans in perpetuity.

## (19) Tree Removal/Pruning Prohibited

This consent does not approve the removal or pruning (branches or roots) of any trees on the subject property, Council's public footway, public reserves or on neighbouring properties.



### (20) Tree Planting

Tree Planting Certain tree species placed in close proximity to Sydney Water's underground assets have the potential to inflict damage through invasive root penetration and soil destabilisation. Sydney Water requires that all proposed or removed trees and vegetation included within the proposal adhere to the specifications and requirements within Section 46 of the *Sydney Water Act (1994) and Diagram 5 – Planting Trees* within our <u>Technical guidelines – Building over and adjacent to pipe assets</u>. Please note these guidelines include more examples of potential activities impacting our assets which may also apply to your development.

If any tree planting proposed breaches our policy, Sydney Water may need to issue an order to remove every tree breaching the act, or directly remove every tree breaching the Act and bill the developer or Council for their removal.

# PRIOR TO THE COMMENCEMENT OF WORK (INCLUDING DEMOLITION & EXCAVATON)

## (21) **Demolition & Asbestos**

The demolition work shall comply with the provisions of Australian Standard AS2601:2001 – Demolition of Structures, NSW Work Health & Safety Act 2011 and the NSW Work Health & Safety Regulation 2011. The work plans required by AS2601:2001 shall be accompanied by a written statement by a suitably qualified person that the proposals contained in the work plan comply with the safety requirements of the Standard. The work plans and the safety statement shall be submitted to the PCA prior to the commencement of works.

For demolition work which involves the removal of asbestos, the asbestos removal work must be carried out by a licensed asbestos removalist who is licensed to carry out the work in accordance with the NSW Work Health & Safety Act 2011 and the NSW Work Health & Safety Regulation 2011 unless specified in the Act and/or Regulation that a license is not required.

All demolition work including the removal of asbestos, shall be undertaken in accordance with the Demolition Code of Practice (NSW Work Cover July 2015)

**Note**: Copies of the Act, Regulation and Code of Practice can be downloaded free of charge from the SafeWork NSW website: www.SafeWork.nsw.gov.au.

## (22) **Demolition Notification Requirements**

The following notification requirements apply to this consent:

- (a) The developer /builder must notify adjoining residents five (5) working days prior to demolition. Such notification is to be a clearly written note giving the date demolition will commence, contact details of the developer/builder, licensed asbestos demolisher and the appropriate regulatory authority. Notification is to be placed in the letterbox of every premises (including every residential flat or unit, if any) either side and immediately at the rear of the demolition site.
- (b) Five (5) working days prior to demolition, the developer/builder is to provide written notification to Council advising of the demolition date, details of the SafeWork licensed asbestos demolisher and the list of residents advised of the demolition.
- (c) On demolition sites where buildings to be demolished contain asbestos, a standard



commercially manufactured sign containing the words "DANGER ASBESTOS REMOVAL IN PROGRESS" measuring not less than 400mm x 300mm is to be erected in a prominent visible position (from street frontage) on the site. The sign is to be erected prior to demolition work commencing and is to remain in place until such time as all asbestos material has been removed from the site to an approved waste facility.

## (23) **Demolition Work Involving Asbestos Removal**

Work involving bonded asbestos removal work (of an area of more than 10 square metres) or friable asbestos removal work must be undertaken by a person who carries on a business of such removal work in accordance with a licence under clause 458 of the Work Health and Safety Regulation 2011.

## (24) Dial Before You Dig

The applicant shall contact "Dial Before You Dig on 1100" to obtain a Service Diagram prior to the issuing of the Construction Certificate. The sequence number obtained from "Dial Before You Dig" shall be forwarded to Council's Engineers for their records.

#### **DURING CONSTRUCTION**

# (25) Hours of Construction for Demolition and Building Work

Any work activity or activity associated with the development consent that requires the use of any tools (including hand tools) or any power operated plant and machinery that creates noise on or adjacent to the site shall not be performed, or permitted to be performed, except between the hours of 7.00 am to 5.00 pm, Monday to Friday and 8:00am to 1:00pm on Saturdays. No work or ancillary activity is permitted on Sundays, or Public Holidays.

Where the development involves the use of jack hammers/rock breakers and the like, or other heavy machinery, such equipment may only be used between the hours of 7:00am to 5:00pm Monday to Friday only.

**Note**: A penalty infringement notice may be issued for any offence.

#### (26) Ground Levels and Retaining Walls

The ground levels of the site shall not be excavated, raised or filled, or retaining walls constructed on the allotment boundary, except where indicated on approved plans or approved by Council.

## (27) Obstruction of Road or Footpath

The use of the road or footpath for the storage of any building materials, waste materials, temporary toilets, waste or skip bins, or any other matter is not permitted unless separately approved by Council under Section 138 of the <u>Roads Act 1993</u> and/or under Section 68 of the <u>Local Government Act 1993</u>. Penalty infringement Notices may be issued for any offences and severe penalties apply.



#### PRIOR TO THE ISSUE OF THE OCCUPATION CERTIFICATE

# (28) BASIX Certificate

All energy efficiency measures as detailed in the approved BASIX Certificate in the plans approved with the Development Consent, must be implemented before issue of any Occupation Certificate.

# (29) Completion of Landscape Works

The approved landscape works have identified that the side setback area between the dwelling and boundary be nominated as landscaped area to ensure compliance with the minimum landscape area requirements. In this regard, this area shall be maintained as landscaped area and can only be used for growing plants, grasses and trees and cannot include any building, structure or hard paving (including rainwater tanks, air-conditioning units of ground mounted hot water systems).

## (30) Minor Development

Internal driveways and parking spaces are to be adequately paved with concrete or bitumen, or interlocking pavers to provide a dust-free surface.

# (31) Stormwater Drainage Works – Works As Executed

Prior to the issue of the Occupation Certificate, stormwater drainage works are to be certified by a professional engineer specialising in hydraulic engineering, with Works-As-Executed drawings supplied to Council detailing:

- (a) Compliance with conditions of development consent relating to stormwater;
- (b) That the works have been constructed in accordance with the approved design and will provide the detention storage volume and attenuation in accordance with the submitted calculations;
- (c) Pipe invert levels and surface levels to Australian Height Datum;
- (d) Contours indicating the direction in which water will flow over land should the capacity of the pit be exceeded in a storm event exceeding design limits.

Council's Engineering Services section must advise in writing that they are satisfied with the Works-As-Executed prior to the issue of an Occupation Certificate.

#### **OPERATIONAL CONDITIONS (ON-GOING)**

## (32) Maintenance of Landscaping

All trees and plants forming part of the landscaping must be maintained. Maintenance includes watering, weeding, removal of rubbish from tree bases, fertilizing, pest and disease control, replacement of dead or dying plants and any other operations required to maintain healthy trees, plants and turfed areas.



### (33) Void Space (First Floor)

The first floor void spaces above the living/dining room must be retained for so long as the dwelling house is utilised, to ensure the void is not utilised as floor area therefore contributing to FSR.

## (34) **Greywater System**

In order to conserve and re-use water, Council encourages all developments for new dwellings to incorporate a greywater reuse system. The system can incorporate a greywater diversion device or a domestic greywater treatment system. Any system installed is to ensure that is complies with the Plumbing Code of Australia, maintained at all times and does not result in any adverse amenity impacts on the subject premises and surrounding properties.

# OPERATIONAL REQUIREMENTS UNDER THE ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979

## (35) Requirement for a Construction Certificate

The erection of a building must not commence until a Construction Certificate has been issued.

### (36) Appointment of a PCA

The erection of a building must not commence until the applicant has:

- (a) appointed a PCA for the building work; and
- (b) if relevant, advised the PCA that the work will be undertaken as an Owner -Builder.
  - If the work is not going to be undertaken by an Owner Builder, the applicant must:
- (c) appoint a Principal Contractor to undertake the building work. If residential building work (within the meaning of the <a href="Home Building Act 1989">Home Building Act 1989</a>) is to be undertaken, the Principal Contractor must be a holder of a contractor licence; and
- (d) notify the PCA of the details of any such appointment; and
- (e) notify the Principal Contractor of any critical stage inspections or other inspections that are required to be carried out in respect of the building work.

#### (37) Notification of Critical Stage Inspections

No later than two days before the building work commences, the PCA must notify:

- (a) the consent authority and the Council (if not the consent authority) of his or her appointment; and
- (b) the applicant of the critical stage inspections and other inspections that are to be carried out with respect to the building work.



### (38) Critical Stage Inspections

The last critical stage inspection must be undertaken by the PCA. The critical stage inspections required to be carried out vary according to Building Class under the Building Code of Australia and are listed in Clause 162A of the <a href="Environmental Planning and Assessment Regulation 2000">Environmental Planning and Assessment Regulation 2000</a>.

## (39) Notice to be Given Prior to Critical Stage Inspections

The principal contractor for a building site, or the owner-builder, must notify the PCA at least 48 hours before each required inspection needs to be carried out.

### (40) Occupation Certificate

A person must not commence occupation or use of the whole or any part of a new building unless an Occupation Certificate has been issued in relation to the building or part.

#### PRESCRIBED CONDITIONS

## (41) Clause 75 - BASIX Commitments

This Clause requires the fulfilment of all BASIX Commitments as detailed in the BASIX Certificate to which the development relates.

# (42) Clause 69 – Building Code of Australia & Home Building Act 1989

Requires all building work to be carried out in accordance with the Building Code of Australia. In the case of residential building work to which the <a href="Home Building Act 1989">Home Building Act 1989</a> relates, there is a requirement for a contract of insurance to be in force before any work commences.

#### (43) Clause 70 – Erection of Signs

Requires the erection of signs on site and outlines the details which are to be included on the sign. The sign must be displayed in a prominent position on site and include the name and contact details of the PCA and the Principal Contractor.

## (44) Clause 71 – Home Building Act 1989

If the development involves residential building work under the <u>Home Building Act 1989</u>, no work is permitted to commence unless certain details are provided in writing to Council. The name and licence/permit number of the Principal Contractor or Owner Builder and the name of the Insurer by which work is insured under Part 6 of the <u>Home Building Act 1989</u>.



#### **ADVISORY NOTES**

#### 1. Review of Determination

Section 8.2 of the Environmental Planning and Assessment Act confers on an applicant who is dissatisfied with the determination of the application the right to lodge an application with Council for a review of such determination. Any such review must however be completed within 6 months from its determination. Should a review be contemplated sufficient time should be allowed for Council to undertake public notification and other processes involved in the review of the determination.

Note: review provisions do not apply to Complying Development, Designated Development, State Significant Development, Integrated Development or any application determined by the Sydney East Planning Panel or the Land & Environment Court.

# 2. Appeal Rights

Division 8.3 (Reviews and appeals) Part 8 of the Environmental Planning and Assessment Act 1979 confers on an applicant who is dissatisfied with the determination of the application a right of appeal to the Land and Environment Court of New South Wales.

## 3. Lapsing of Consent

This consent will lapse unless the development is physically commenced within 5 years from the Date of Operation of this consent, in accordance with Section 4.53 of the Environmental Planning and Assessment Act 1979 as amended.

#### 4. Access to NSW Legislations (Acts, Regulations and Planning Instruments)

NSW legislation can be accessed free of charge at <a href="www.legislation.nsw.gov.au">www.legislation.nsw.gov.au</a>

#### 5. Long Service Levy

The Long Service Corporation administers a scheme which provides a portable long service benefit for eligible workers in the building and construction industry in NSW. All benefits and requirements are determined by the Building and Construction Industry Long Service Payments Act 1986. More information about the scheme and the levy amount you are required to pay to satisfy a condition of your consent can be found at <a href="http://www.longservice.nsw.gov.au">http://www.longservice.nsw.gov.au</a>.

The required Long Service Levy payment can be direct to the Long Service Corporation via their web site <a href="https://online.longservice.nsw.gov.au/bci/levy">https://online.longservice.nsw.gov.au/bci/levy</a>. Payments can only be processed on-line for the full levy owing and where the value of work is between \$25,000 and \$6,000,000. Payments will be accepted for amounts up to \$21,000, using either MasterCard or Visa.

#### 6. Disability Discrimination Act

This application has been assessed in accordance with the <u>Environmental Planning and Assessment Act 1979</u>. No guarantee is given that the proposal complies with the <u>Disability Discrimination Act 1992</u>. The applicant is responsible to ensure compliance with this and other anti-discrimination legislation. The <u>Disability Discrimination Act 1992</u> covers disabilities not catered for in the minimum standards called up in the Building Code of Australia which refers to AS1428.1-Design for Access and Mobility.



# 7. Stormwater & Ancillary Works – Applications under Section 138 Roads Act and/or Section 68 Local Government Act 1993

To apply for approval under Section 138 of the Roads Act 1993:

- (a) Complete the Works Permit Application Form which can be downloaded from Strathfield Council's Website at <a href="https://www.strathfield.nsw.gov.au">www.strathfield.nsw.gov.au</a>.
- (b) In the Application Form, quote the Development Consent No. (eg. Year/DA 2021/297) and reference this condition number (e.g. Condition 23)
- (c) Lodge the application form, together with the associated fees at Council's Customer Service Centre, during business hours. Refer to Council's adopted Fees and Charges for the administrative and inspection charges associated with Works Permit applications.

An approval for a new or modified vehicular crossing will contain the approved access and/or alignment levels which will be required to construct the crossing and/or footpath. Once approved, all work shall be carried out by a private contractor in accordance with Council's specifications prior to the issue of an Occupation Certificate.

The developer must meet all costs of the extension, relocation or reconstruction of any part of Council's drainage system (including design drawings and easements) required to carry out the approved development.

## 8. Site Safety Fencing

Site fencing must be erected in accordance with SafeWork Guidelines, to exclude public access to the site throughout the demolition and/or construction work, except in the case of alterations to an occupied dwelling. The fencing must be erected before the commencement of any work and maintained throughout any demolition and construction work.

A demolition licence and/or a high risk work license may be required from SafeWork NSW (see www.SafeWork.nsw.gov.au).

#### 9. Noise

Council will generally enforce noise related conditions in accordance with the *Noise Guide for Local Government* (<a href="http://www.environment.nsw.gov.au/noise/nglg.htm">http://www.environment.nsw.gov.au/noise/nglg.htm</a>) and the *Industrial Noise Guidelines* (<a href="http://www.environment.nsw.gov.au/noise/industrial.htm">http://www.environment.nsw.gov.au/noise/industrial.htm</a>) publish by the Department of Environment and Conservation. Other state government authorities also regulate the <a href="https://environment.nsw.gov.au/noise/industrial.htm">Protection of the Environment Operations Act 1997</a>.

Useful links relating to Noise:

- (a) Community Justice Centres—free mediation service provided by the NSW Government (www.cjc.nsw.gov.au).
- (b) Department of Environment and Conservation NSW, Noise Policy Section web page (<a href="https://www.environment.nsw.gov.au/noise">www.environment.nsw.gov.au/noise</a>).
- (c) New South Wales Government Legislation home page for access to all NSW legislation, including the *Protection of the Environment Operations Act 1997* and the Protection of the Environment Noise Control Regulation 2000 (www.legislation.nsw.gov.au).



- (d) Australian Acoustical Society—professional society of noise-related professionals (www.acoustics.asn.au /index.php).
- (e) Association of Australian Acoustical Consultants—professional society of noise related professionals (www.aaac.org.au).
- (f) Department of Gaming and Racing (www.dgr.nsw.gov.au).

## 10. Electricity Supply

This development may need a connection to the Ausgrid network which may require the network to be extended or its capacity augmented. You are advised to contact Ausgrid on 13 13 65 or www.ausgrid.com.au (Business and Commercial Services) for further details and information on lodging your application to connect to the network.

#### 11. Australia Post – Letter Box Size and Location

The size and location of letterboxes servicing the development are to comply with the requirements and standard of Australia Post (see attached link: <a href="https://auspost.com.au/content/dam/auspost\_corp/media/documents/Appendix-02.pdf">https://auspost.com.au/content/dam/auspost\_corp/media/documents/Appendix-02.pdf</a>)