



NSW GOVERNMENT
Department of Planning

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Our ref: MP 05_0141
File: 9041391-1

Mr Stuart Dixon
Cowman Stoddart Pty Ltd
PO Box 738 Nowra
NSW 2541

Dear Mr Dixon,

Subject: Director General's Requirements for the Environmental Assessment of Proposed 23 Additional Short Term Sites and 93 Additional Camp Sites - Kioloa Beach Holiday Park, Murramarang Road, Kioloa (MP 05_0141)

The Department has received your application for the proposed additional sites at Kioloa Beach Holiday Park, Murramarang Road, Kioloa (MP 05_0141).

The Director General's Environmental Assessment Requirements (DGEARs) for the environmental assessment of the Project are attached to this correspondence at Attachment 1. These requirements have been prepared in consultation with the relevant government agencies including council. A list of some relevant technical and policy guidelines which may assist in the preparation of this Environmental Assessment are at Schedule 1 to this Attachment.

It should be noted that the DGEARs have been prepared based on the information provided to date. Under Section 75F(3) of the *Environmental Planning and Assessment Act 1979* ("the Act"), the Director-General may alter or supplement these requirements if necessary and in light of any additional information that may be provided prior to the proponent seeking approval for the project.

It would be appreciated if you would contact the Department at least two weeks before you propose to submit the Environmental Assessment for the project to determine:

- the fees applicable to the application;
- options available in publishing the Environmental Assessment via the Internet; and
- number and format (hard-copy or CD-ROM) of the Environmental Assessments that will be required.

Schedule 2 to the Attachment lists the relevant plans and documents which are likely to be required upon submission of your proposal, however, this should be confirmed with the Department prior to lodgement.

Prior to exhibiting the Environmental Assessment, the Department will review the document to determine if it adequately addresses the DGEARs. The Department may consult with other relevant government agencies in making this decision. If the Director-General considers that the Environmental Assessment does not adequately address the DGEARs, the Director-General may require the proponent to revise the Environmental Assessment to address the matters notified to the proponent.

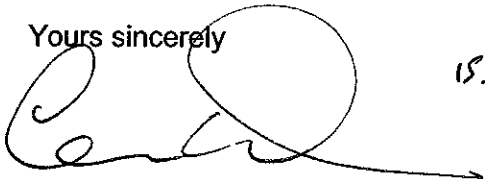
Following this review period the Environmental Assessment will be made publicly available for a minimum period of 30 days.

If your proposal includes any actions that could have a significant impact on matters of National Environmental Significance, it will require an additional approval under the Commonwealth Environment Protection Biodiversity Conservation Act 1999 (EPBC Act). This approval would be in addition to any approvals required under NSW legislation. If you have any questions about the application of the EPBC Act to your proposal, you should contact the Commonwealth Department of Environment and Heritage in Canberra (6274 1111 or <http://www.deh.gov.au>).

At the time of lodgement of the Environmental Assessment, you should provide evidence that the Department of Lands has given owner's consent for the development and a permissive occupancy for discharge of effluent over Lot 130 DP 40869.

If you have any enquiries about these requirements, please contact John Arnold on 02 9228 6398 or via e-mail at john.a.arnold@planning.nsw.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Chris Wilson', written over a circular stamp or mark.

C. S. Wilson

Chris Wilson
Director, Major Project Assessments
as delegate for the Director General

Attachment 1 Director-General's Environmental Assessment Requirements

Section 75F of the *Environmental Planning and Assessment Act 1979*

Application number	05_0141
Project	23 Additional Short Term Sites and 93 Camp Sites at Kioloa Beach Holiday Park
Location	Lot 128 DP 40869, DP 408769, 635 Murramarang Road, Kioloa
Proponent	Cowman Stoddart Pty Ltd
Date issued	15 August 2006
Expiry date	15 August 2008
General requirements	<p>The Environmental Assessment (EA) must include:</p> <ul style="list-style-type: none"> • An executive summary; • A thorough site analysis and description of existing environment; • A detailed description of the project including:- <ul style="list-style-type: none"> (i) Any development options; (ii) Justification for the project taking into consideration any environmental impacts of the project, the suitability of the site and whether the project is in the public interest; (iii) Outline (if applicable) the staged implementation of the project; • Consideration of any relevant statutory and non-statutory requirements, in particular relevant provisions of Environmental Planning Instruments, Draft Regional Strategies and Development Control Plans (including justifications for any non-compliances) as well as impacts, if any, on matters of national environmental significance under the Commonwealth <i>Environment Protection and Biodiversity Conservation Act 1999</i>; • An assessment of the potential impacts of the project and a draft Statement of Commitments, outlining environmental management, mitigation and monitoring measures to be implemented to minimise any potential impacts of the project; • The plans and documents outlined in Schedule 2; • A signed statement from the author of the Environmental Assessment certifying that the information contained in the report is neither false nor misleading; and • An assessment of the key issues specified below and a table outlining how these key issues have been addressed. • Evidence that the Department of Lands has given owner's consent for the development and a permissive occupancy for discharge of effluent over Lot 130 DP 40869.
Key issues	<p>The Environmental Assessment must address the following key issues:</p> <ol style="list-style-type: none"> 1. Design and Visual Impacts - Demonstrate suitability of the proposal with the surrounding area in relation to bulk, scale and visual amenity having regard to the <i>Coastal Design Guidelines of NSW (2003)</i>, in particular the cumulative visual impact of the project from public areas including the foreshore.

- 2. Coastal Management** - Demonstrate consistency with the *NSW Coastal Policy* and *State Environmental Planning Policy No 71 – Coastal Protection* (SEPP 71), particularly in relation to access to the coastal foreshore, identification and mitigation of coastal hazards, and protection and preservation of beach environments including addressing adverse impacts on the beach, dunes and shoreline (including overshadowing). Demonstrate compliance with the *Draft Plan of Management for O'Hara Head Reserve, Kioloa* prepared by Shoalhaven Council and the Department of Lands. Provide a Beach Management Plan over the area of coastal foreshore which identifies and locates the existing structures within the dune system, areas of degradation and public usage and proposed management options. The long term objective of the Plan should be to stabilise the sand dune and subsequently relinquish the area east of the sewage disposal trenches, allowing the management of the area to revert to Crown Reserve.
- 3. Traffic and Access** - Provide a Traffic Impact Study in accordance with the *RTA Guide to Traffic Generating Developments*, including the impact of the additional sites on traffic arrangements within the park and at the entry/exit point. Identify needs (if any) to upgrade roads/junctions and improvement works to ameliorate any traffic inefficiency and safety impacts associated with the development where relevant.
- 4. Bushfire** - Address the requirements of *Planning for Bush Fire Protection 2001* (RFS).
- 5. Compliance with Caravan Park Regulations** - Demonstrate compliance with the provisions of *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005*, particularly in relation to on-site parking for additional camp sites.
- 6. Infrastructure and Utilities** – Address existing capacity and requirements of the proposal for effluent disposal, water supply, electricity, waste disposal and telecommunications services in consultation with relevant agencies and identify staging, if any, of infrastructure works. Provide a detailed assessment of the capacity of the existing on-site effluent treatment and disposal system to manage the additional effluent loads generated by the extra sites, particularly during peak occupation. Any proposal to include pump out of effluent at peak periods would require specific approval from Shoalhaven Water to ensure that Council's contractor and the sewerage system in Ulladulla have capacity to provide such a service during peak time. The proposal may need owners consent from Department of Lands as the effluent disposal is located substantially on Crown Land.
- 7. Flora and Fauna** – Outline measures for the conservation of flora and fauna and their habitats within the meaning of the *Threatened Species Conservation Act 1995* and the *Fisheries Management Act*, having regard to the *Draft Guidelines for Threatened Species Assessment* (DEC & DPI July 2005). Measures may include, but

	<p>not limited to, offset measures, buffers and other long-term protection methods for threatened fauna species.</p> <p>8. Cultural Heritage - Identify whether the site has Aboriginal cultural heritage significance and identify appropriate measures to preserve any significance.</p> <p>9. Soils and Contamination - Identify the presence and extent of acid sulfate soils on the site and appropriate mitigation measures. Identify any areas of contamination on the site and appropriate mitigation measures.</p>
<p>Consultation</p>	<p>You should undertake an appropriate and justified level of consultation with relevant following parties during the preparation of the Environmental Assessment:</p> <p>a) Agencies or other authorities:</p> <ul style="list-style-type: none"> • Department of Natural Resources; • Department of Environment and Conservation; • NSW Rural Fire Service; • RTA; • Shoalhaven City Council. <p>b) Public:</p> <p>Document all community consultation undertaken to date or discuss the proposed strategy for undertaking community consultation. This should include any contingencies for addressing any issues arising from the community consultation and an effective communications strategy.</p> <p>The consultation process and the issues raised should be described in the Environmental Assessment</p>
<p>Deemed refusal period</p>	<p>60 days.</p>

Schedule 1 Technical and Policy Guidelines

The majority of these documents can be found on the relevant Departmental Websites, on the NSW Government's on-line bookshop at <http://www.bookshop.nsw.gov.au> or on the Commonwealth Government's publications website at <http://www.publications.gov.au>.

Aspect	Policy /Methodology
Biodiversity	
Flora and Fauna	Draft Guidelines for Threatened Species Assessment (DEC, 2004)
	Draft Threatened Biodiversity Survey and Assessment: Guidelines for Developments and Activities (DEC, Dec, 2004)
Bushfire	
	Planning for Bushfire Protection 2001 (NSW Rural Fire Service)
Coastal Planning & Water bodies	
	NSW Coastal Policy 1997 - A sustainable Future for the New South Wales Coast (Department of Urban Affairs & Planning, 1997)
	Coastal Design Guidelines for NSW, Coastal Council, March 2003
Heritage	
	Draft guidelines for Aboriginal Cultural Heritage Impact Assessment and Community Consultation (DEC, July 2005)
	NPWS Aboriginal Cultural Heritage Standards and Guidelines Kit - Working Draft (NPWS, September 1997)
	Protecting Aboriginal Objects and Places - Interim Guidelines for Community Consultation (DEC 2005)
Noise	
	Environmental Noise Control Manual (EPA, January 2000)
Traffic, Transport & Access	
	Guide to Traffic Generating Developments (RTA, 1993)
	RTA Road Design Guide (RTA, 1996)
	Planning Guidelines for Walking and Cycling (DIPNR & RTA, December 2004)

Schedule 2

Plans and Documents to accompany the Application

<p>Plans and Documents of the development</p>	<p>The following plans, architectural drawings and diagrams of your proposal as well as the relevant documents will be required to be submitted for your application:</p> <ol style="list-style-type: none"> 1. The existing site survey plan is to be drawn to 1:500 scale (or other appropriate scale) and show: <ul style="list-style-type: none"> • the location of the land, the measurements of the boundaries of the land, the size of the land and north point; • the existing levels of the land in relation to buildings and roads; • location and height of existing structures on the site; and • location and height of adjacent buildings and private open space. 2. A Site Analysis Plan must be provided which identifies existing natural elements of the site (including all hazards and constraints), existing vegetation, property dimensions, footpath crossing levels and alignments, existing pedestrian and vehicular access points and other facilities, slope and topography, natural features such as watercourses, rock outcrops, utility services, boundaries, orientation, view corridors and all structures on neighbouring properties where relevant to the application (including windows, driveways etc. 3. A locality/context plan drawn to 1:500 scale (or other appropriate scale) should be submitted indicating: <ul style="list-style-type: none"> • significant local features such as parks, community facilities and open space, water courses and heritage items; • the location and uses of existing buildings, shopping and employment areas; • traffic and road patterns, pedestrian routes and public transport nodes • The existing site plan and locality plan should be supported by a written explanation of the local and site constraints and opportunities revealed through the above documentation. 4. The Environmental Assessment in accordance with the Director-General's Environmental Assessment Requirements as outlined in Attachment 1. 5. The Architectural Drawings are to be drawn to scale and illustrate the following general features: <ul style="list-style-type: none"> • the location of any existing building envelopes or structures on the land; • the floor plans; • the location of lifts, stairs and corridors; • adaptable housing requirements; • section plans; • fenestrations, balconies and other features; • communal facilities and servicing points; • the height of the proposed development in relation to the land; • significant level changes; • parking and vehicular access arrangements; • pedestrian access to, through and within the site. 6. The Other plans including: <ul style="list-style-type: none"> • Stormwater Plan - illustrating the concept for stormwater management from the site; • View analysis - artists impression, photomontages, etc of the proposed development in the context of the surrounding development; • Coloured elevations - of the proposed buildings drawn to the same scale as the architectural drawings;
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	<ul style="list-style-type: none"> • Landscape Plan – plan or drawing that shows the basic detail of planting design and plant species to be used, listing botanical and common names, mature height and spread, number of plants to be utilised and surface treatments (i.e. pavers, lawn etc).
Specialist advice	Specialist advice, where required to support your Environmental Assessment, must be prepared by suitably qualified and practising consultants.
Documents to be submitted	<ul style="list-style-type: none"> • 10 hard copies of the Environmental Assessment; • 10 sets of architectural and landscape plans to scale, including one (1) set at A3 size (to scale); and • 1 copy of the Environmental Assessment and plans on CD-ROM (PDF format), not exceeding 5Mb in size (see below).
Electronic Documents	<p>Electronic documents presented to the NSW Department of Planning for publication via the Internet must satisfy the following criteria:-</p> <ul style="list-style-type: none"> • Adobe Acrobat PDF files and Microsoft Word documents must be no bigger than 1.5 Mb. Large files of more than 1.5 Mb will need to be broken down and supplied as different files. • File names will need to be logical so that the Department can publish them in the correct order. Avoid sending documents that are broken down in more than 10 files. • Image files should not be bigger than 2Mb. The file names will need to be clear and logical so the Department can publish them in the correct order. • Graphic images will need to be provided as [.gif] files. • Photographic images should be provided as [.jpg] files. • Large maps will need to be presented as individual files and will need to be calibrated to be no more than 2Mb each. • Images inserted into the document will need to be calibrated to produce files smaller than 1.5Mb. Large images will need to be presented as individual files and will need to be calibrated to be no more than 2Mb each. The file names will need to be clear and logical so the Department can publish them in the correct order. <p>Alternatively, these electronic documents may be placed on your own web site with a link to the Department of Planning's website.</p>