

Secretary's Environmental Assessment Requirements

Section 4.12(8A) of the *Environmental Planning and Assessment Act* Schedule 2 of the *Environmental Planning and Assessment Regulation 2000*

Application Number	SSD 10300
Proposal Name	Coffs Harbour Cultural and Civic Space
Location	23-31 Gordon Street, Coffs Harbour (Lot 123 DP 749233, Lot B DP 346105 and Lot 20 DP 758258)
Applicant	Coffs Harbour City Council
Date of Issue	10 May 2019
General Requirements	<p>The Environmental Impact Statement (EIS) must be prepared in accordance with and meet the minimum requirements of clauses 6 and 7 of Schedule 2 of the Environmental Planning and Assessment Regulation 2000 (the Regulation).</p> <p>Notwithstanding the key issues specified below, the EIS must include an environmental risk assessment to identify the potential environmental impacts associated with the development.</p> <p>Where relevant, the assessment of key issues below, and any other significant issues identified in the risk assessment, must include:</p> <ul style="list-style-type: none"> • Adequate baseline data. • Consideration of potential cumulative impacts due to other development in the vicinity (completed, underway or proposed). • Measures to avoid, minimise and if necessary, offset the predicted impacts, including detailed contingency plans for managing any significant risks to the environment. <p>The EIS must also be accompanied by a report from a qualified quantity surveyor providing:</p> <ul style="list-style-type: none"> • A detailed calculation of the capital investment value (CIV) of the development (as defined in clause 3 of the Regulation), including details of all assumptions and components from which the CIV calculation is derived. A breakdown of the CIV shall also be provided which includes the CIV for the components of the development which relate only to cultural, recreation and tourist uses as defined under Clause 13 of Schedule 1 of State Environmental Planning Policy (State and Regional Development) 2011. • An estimate of the jobs that will be created by the development during construction and operation. • Verification that the CIV was accurate on the date that it was prepared.
Key issues	<p>1. Environmental Planning Instruments, Policies and Guidelines</p> <p>The EIS shall include:</p> <ul style="list-style-type: none"> • Consideration of the relevant statutory provisions contained within the applicable Environmental Planning Instruments, including: <ul style="list-style-type: none"> ○ State Environmental Planning Policy (State and Regional Development) 2011 ○ State Environmental Planning Policy (Infrastructure) 2007 ○ State Environmental Planning Policy (Coastal Management) 2018 ○ State Environmental Planning Policy No. 55 – Remediation of Land

- State Environmental Planning Policy No 64 – Advertising and Signage
- Draft Remediation of Land State Environmental Planning Policy
- Draft Environment State Environmental Planning Policy
- Coffs Harbour Local Environmental Plan 2013.
- Consideration of the relevant provisions, goals and objectives in the following:
 - NSW State Priorities
 - Future Transport Strategy 2056 and associated plan
 - Better Placed – An integrated design policy for the built environment of New South Wales
 - Guide to Traffic Generating Developments (RMS)
 - North Coast Regional Plan 2036
 - Coffs Harbour Development Control Plan 2015
 - Coffs Harbour Local Growth Management Strategy
 - Coffs Harbour Draft Local Growth Management Strategy
 - Coffs Harbour CBD Masterplan
 - Coffs Harbour Integrated Transport Study.

2. Design Excellence

The EIS shall include a design excellence strategy prepared in consultation with the NSW Government Architect, demonstrating how the proposal will achieve design excellence.

3. Built form and Urban Design

The EIS shall include:

- An outline of the design process leading to the proposal with justification of the suitability of the site for the proposal and detailing the criteria used to select the site.
- An analysis of the broader context in which the building sits, taking into account the intent of Council's masterplan, and illustrating future built form envelopes on other sites within the block and opposite the site, using 3D views to show massing and sightlines.
- An assessment against the Development Control Plan 2015 relating to Vehicular Access and Manoeuvring and in particular provision F1.1(1) which stipulates 'driveways are to be provided from lanes and secondary roads rather than primary roads'.
- An assessment of design quality, with specific consideration of the overall site layout, streetscape, public domain, pedestrian movement at ground level, façade, rooftop, massing, setbacks, building articulation, heritage significance, materials, colours and crime prevention through environmental design principles.
- Details of how services, including but not limited to waste management, loading zones, and mechanical plant are integrated into the design of the development.
- A table identifying the proposed land uses, including a floor-by-floor breakdown of gross floor area (GFA), GFA associated with the SSD component of the development, total GFA and site coverage.

4. Building Use

The EIS shall include operational details for the development, including but not limited to typical events to be held, hours of operation, patron capacity, any music to be provided on the premises and proposed lighting and illumination.

5. Environmental Amenity

The EIS shall include:

- An assessment of amenity impacts, including solar access, acoustic impacts, visual privacy, view loss, overshadowing, reflectivity from building facades and wind impacts. A high level of environmental amenity for any surrounding residential land uses must be demonstrated.
- A visual impact assessment to identify the visual changes and view impacts of the project to/from key vantage points and surrounding land. Photomontages or perspectives should be provided showing the project.

6. Public Domain and Public Access

The EIS shall include details of the interface with the public domain and street activation of Riding Lane and Gordon Street. This is to include photomontages where possible.

7. Transport, Traffic, Parking and Access

The EIS shall include a Transport Impact Assessment (TIA), which details, but is not limited to the following:

- Accurate details of the current daily and peak hour vehicle, public transport, pedestrian and cycle movement and existing traffic and transport facilities provided on the road network located adjacent to the proposed development.
- An assessment of the operation of existing and future transport networks, including the bus network and their ability to accommodate the forecast number of trips to and from the development.
- The adequacy of public transport, pedestrian and bicycle networks and infrastructure to meet the likely future demand of the proposed development.
- Details of any upgrading or road improvement works required to accommodate the proposed development.
- Details of travel demand management measures to encourage sustainable travel choices and details of programs for implementation.
- The impact of trips generated by the development on nearby intersections, with consideration of the cumulative impacts from other approved developments in the vicinity, and the need/associated funding for upgrading or road improvement works, if required.
- The proposed access arrangements, including car and bus pick-up/drop-off facilities, and measures to mitigate any associated traffic impacts and impacts on public transport, pedestrian and bicycle networks, including pedestrian crossings and refuges and speed control devices and zones.
- The proposed car and bicycle parking provision, including end-of-trip facilities, which must take into consideration the availability of public transport and the requirements of Council's relevant parking codes and Australian Standards.
- Proposed bicycle parking facilities in secure, convenient, accessible areas close to main entries incorporating lighting and passive surveillance.
- Details of emergency vehicle access arrangements.
- An assessment of road and pedestrian safety adjacent to the proposed development and the details of required road safety measures.
- Service vehicle access, delivery and loading arrangements and estimated service vehicle movements (including vehicle type and the likely arrival and departure times).
- Details of typical events that would occur at the site, including details of potential patronage and/or capacity.
- A transport management plan with a particular focus on the safe movement of pedestrians from public car parking areas surrounding the site before and after scheduled events.
- The total impact of existing and proposed development on the road network

with consideration for a 20-year horizon, including consideration of future growth.

- The volume and distribution of traffic generated by the proposed development
 - Identification of impacted intersections from this development, including the intersections with the classified (State) road network.
 - Consideration of turning lane warrants and identification of appropriate intersection treatments for the identified intersections for service vehicles, based on *Austrroads Guide to Traffic Management Part 6* and *Austrroads Guide to Road Design Part 4A*.
 - Capacity analysis using Sidra or similar, to identify Level of Service at identified intersections of Grafton Street.
 - Swept path analysis for the largest design vehicle at identified intersections.
 - Impacts of road traffic noise.
 - Where road safety concerns are identified at a specific location, the TIA shall be supported by a targeted Road Safety Audit undertaken by a suitably qualified person.
 - In relation to construction traffic:
 - assessment of cumulative impacts associated with other construction activities in the local area
 - an assessment of road safety at key intersection and locations subject to heavy vehicle construction traffic movements and high pedestrian activity
 - details of the construction program detailing the anticipated construction duration and highlighting significant and milestone stages and events during the construction process
 - details of anticipated peak hour and daily construction vehicle movements to and from the site
 - details of access arrangements of construction vehicles, construction workers to and from the site, emergency vehicles and service vehicle
 - details of temporary cycling and pedestrian access during construction
 - details of proposed construction vehicle access arrangements at all stages of construction
 - traffic and transport impacts during construction, including cumulative impacts associated with other construction activities, and how these impacts will be mitigated for any associated traffic, pedestrian, cyclists, parking and public transport. This shall include the preparation of a draft Construction Traffic Management Plan to demonstrate the proposed management of the impact (which must include vehicle routes, number of trucks, hours of operation, access arrangements and traffic control measures for all demolition/construction activities).
- Relevant Policies and Guidelines:
- *Guide to Traffic Generating Developments (Roads and Maritime Services)*
 - *Austrroads Guide to Traffic Management Part 6*
 - *Austrroads Guide to Road Design Part 4A*

8. Biodiversity

The EIS shall include an assessment of biodiversity impacts related to the proposal and the preparation of a Biodiversity Development Assessment Report in accordance with the requirements of the *Biodiversity Conservation Act 2016*.

9. Noise and Vibration

The EIS shall identify and provide an acoustic assessment of the main noise and vibration generating sources during construction and operation (air-conditioning or other mechanical plant and equipment and other potential noise impacts from the use of the building) and outline measures to minimise and mitigate the potential noise impacts on sensitive receiver locations.

- Relevant Policies and Guidelines:
- *Noise Policy for Industry 2017 (EPA)*
 - *Interim Construction Noise Guideline (DECC)*
 - *Assessing Vibration: A Technical Guideline 2006*
 - *Development Near Rail Corridors and Busy Roads – Interim Guideline (Department of Planning, 2008)*

10. Sediment, Erosion and Dust Controls

The EIS shall detail measures and procedures to minimise and manage the generation and off-site transmission of sediment, dust and fine particles.

- Relevant Policies and Guidelines:
- *Managing Urban Stormwater – Soils & Construction Volume 1 (Landcom, 2004)*
 - *Approved Methods for the Modelling and Assessment of Air Pollutants in NSW (EPA)*
 - *Guidelines for development adjoining land and water managed by DECCW (OEH, 2013)*

11. Acid Sulfate Soils

The EIS shall include an assessment of acid sulfate soils and the preparation of an acid sulfate soils management plan. The assessment should describe and assess the effectiveness or adequacy of any soil management and mitigation measures during construction and operation of the proposal, including:

- Erosion and sediment control measures, including stabilisation of discharge point.
- The management of acid sulfate soils.

- Relevant Policies and Guidelines:
- *Acid Sulfate Soil Manual ASSMAC 1998*

12. Signage

The EIS shall:

- Detail the location, size and content of any proposed signage.
- Address any building signage at an early stage as part of the consideration of the built form and urban design of the development.

13. Ecologically Sustainable Development (ESD)

The EIS shall include:

- Details of how best practice ESD principles (as defined in clause 7(4) of Schedule 2 of the Regulation) will be incorporated in the design, construction and ongoing operation phases of the development.
- Details of water conservation, including practical opportunities to implement water sensitive urban design principles with particular regard to measures to prevent pollution to the neighbouring creek.
- Details of energy efficiency, including practical opportunities to minimise energy consumption from non-renewable sources and to implement effective energy efficiency measures such as passive solar design.

14. Contamination

The EIS shall address the requirements of State Environmental Planning Policy No. 55 – Remediation of Land, including a detailed assessment of potential site contamination.

15. Aboriginal Cultural Heritage

The EIS shall include:

- An assessment of Aboriginal cultural heritage values that exist across the site and document these in an Aboriginal Cultural Heritage Assessment Report (ACHAR). The ACHAR must demonstrate attempts to avoid impact upon cultural heritage values and identify any conservation outcomes. Where impacts are unavoidable, the ACHAR must outline measures proposed to mitigate impacts. Any objects recorded as part of the assessment must be documented and notified to OEH. The ACHAR may also include the need for surface survey and test excavation.
 - Consultation with Aboriginal people, including significance of cultural heritage values for Aboriginal people who have a cultural associated with the land.
- Relevant Policies and Guidelines:
- *Code of Practice for Archaeological Investigations of Aboriginal Objects in NSW (OEH, 2010)*
 - *Guide to investigation, assessing and reporting on Aboriginal Cultural Heritage in NSW (DECCW, 2011)*
 - *Aboriginal cultural heritage consultation requirements for proponents (DECCW, 2010)*

16. Historic Heritage

The EIS shall include:

- An assessment of any potential impacts to State and local heritage, including conservation areas, natural heritage areas, places of Aboriginal heritage value, buildings, works, relics, gardens, landscapes, views and trees. Where impacts to State or locally significant heritage items are identified, the assessment shall:
 - outline the proposed mitigation and management measures
 - be undertaken by a suitably qualified heritage consultant
 - include a statement of heritage impact for all heritage items
 - consider impacts, including vibration, demolition, archaeological disturbance, altered historical arrangements and access, landscape and vistas, and architectural noise treatment
 - include an appropriate archaeological assessment methodology, including research design, to guide physical archaeological test excavations and include the results of these test excavations, where potential archaeological impacts have been identified.

17. Flooding

The EIS shall include:

- An assessment of the following features relevant to flooding as described in the *Floodplain Development Manual 2005*:
 - flood prone land
 - flood planning area, the area below the flood planning level
 - hydraulic categorisation (floodways and flood storage areas)
 - flood hazard.
- Details of flood assessment and modelling undertaken in determining the design flood levels for events, including a minimum of the 5% Annual Exceedance Probability (AEP), 1% AEP, flood levels and the probable maximum flood, or an equivalent extreme event.
- Flood modelling of the effect of the proposed development (including fill) on the flood behaviour under the following scenarios:
 - current floor behaviour for a range of design events as detailed above. This includes the 0.5% and 0.2% AEP year flood events as proxies for assessing sensitivity to an increase in rainfall intensity of flood producing rainfall events due to climate change.

- Flood modelling which considers and documents:
 - existing Council flood studies in the area consistency to the flood behaviour documented in these studies
 - the impact on existing flood behaviour for a full range of flood events, including up to the probable maximum flood or an equivalent extreme flood
 - impacts of the proposed development on flood behaviour resulting in detrimental changes in potential flood affection of other developments or land. This may include redirection of flow, flow velocities, flood levels, hazard categories and hydraulic categories
 - relevant provisions of the *NSW Floodplain Development Manual 2005*.
- An assessment of the proposed development on flood behaviour, including:
 - whether there will be detrimental increases in the potential flood affection of other properties, assets and infrastructure
 - consistency with Council's floodplain risk management plans
 - consistency with any rural floodplain management plans
 - compatibility with the flood hazard of the land
 - compatibility with the hydraulic functions of flow conveyance in floodways and storage in flood storage areas of the land
 - whether there will be adverse effect to beneficial inundation of the floodplain environment, on, adjacent to or downstream of the site
 - whether there will be direct or indirect increase in erosion, siltation destruction of riparian vegetation or a reduction in the stability of river banks or watercourses
 - any impacts the development may have upon existing community emergency management arrangements for flooding. These matters are to be discussed with the NSW State Emergency Service (SES) and Council.
 - whether the proposal incorporates specific measures to manage risk to life from flood. These matters are to be discussed with the NSW SES and Council.
 - emergency management, evacuation and access, and contingency measures for the development considering the full range of flood risk (based upon the probable maximum flood or an equivalent extreme flood event). These matters are to be discussed with the NSW SES and Council.
 - any impacts the development may have on the social and economic costs to the community as consequence of flooding.

18. Developer Contributions

The EIS shall address Council's Section 7.11 Contribution Plan and/or details of any Voluntary Planning Agreement, which may be required to be amended because of the proposed development.

19. Water Sources

The EIS shall include:

- An assessment of impacts on surface and ground water sources (both quality and quantity), related infrastructure, adjacent licensed water users, basic landholder rights, watercourses, riparian land, and groundwater dependent ecosystems, and measures proposed to reduce and mitigate these impacts.
- An assessment of surface and ground water monitoring activities and methodologies.

20. Drainage

The EIS shall include:

- Details of drainage associated with the proposal, including stormwater and drainage infrastructure.

	<ul style="list-style-type: none"> • Details of measures to minimise operational water quality impacts on surface waters and groundwater. <p>→ Relevant Policies and Guidelines:</p> <ul style="list-style-type: none"> - <i>Guidelines for development adjoining land and water managed by DECCW (OEH, 2013)</i> <p>21. Building Code of Australia and the <i>Disability Discrimination Act</i></p> <p>The EIS shall include:</p> <ul style="list-style-type: none"> • A BCA and access report demonstrating compliance with the Building Code of Australia and the <i>Disability Discrimination Act 1992</i>. • Details of carpark/basement ventilation demonstrating compliance with relevant Australian Standards. <p>22. Infrastructure</p> <p>The EIS shall include:</p> <ul style="list-style-type: none"> • An assessment of existing infrastructure on-site and any possible impacts of the construction and operation of the proposal on this infrastructure, including the road network, footpaths, sewerage infrastructure, stormwater infrastructure and water supply infrastructure. • An assessment of existing capacity and any augmentation requirements of the development for the provision of utilities, including staging of infrastructure and additional licence/approval requirements in consultation with relevant agencies. <p>23. Construction, Environment Management Plan</p> <p>The EIS shall include:</p> <ul style="list-style-type: none"> • A draft Construction, Environment Management Plan and Site Management Plan for the proposed works, including the following: <ul style="list-style-type: none"> ○ assessment of any asbestos and other hazardous materials likely to be encountered during any demolition and site preparation works ○ community consultation, notification and complaints handling ○ impacts of construction on adjoining development and proposed measures to mitigate construction impacts ○ noise and vibration impacts during demolition, site preparation, bulk earthworks, construction and construction related work ○ water quality management for the site ○ dust control measures ○ potential air quality, odour and waste impacts during the construction of the development and appropriate mitigation measures ○ identification, handling, transport and disposal of any asbestos waste, lead-based paint and PCBs that may be encountered during demolition, site preparation and construction.
Consultation	<p>During the preparation of the EIS, the applicant must consult with the relevant local, State or Commonwealth Government authorities, service providers, community groups and affected landowners. In particular, consultation is required for the following agencies:</p> <ul style="list-style-type: none"> • Coffs Harbour City Council • NSW Roads and Maritime Services • Transport for NSW • The Office of Environment and Heritage • Government Architect NSW • Local Aboriginal and community groups • Essential Energy • NSW Environment Protection Authority <p>The EIS must describe the consultation process and the issues raised and identify</p>

	where the design of the development has been amended in response to these issues. Where amendments have not been made to address an issue, a short explanation should be provided.
Further consultation after 2 years	If you do not lodge a development application and EIS for the development within 2 years of the issue date of these SEARs, you must consult further with the Secretary in relation to the preparation of the EIS.
References	The assessment of the key issues listed above must consider relevant guidelines, policies, and plans as identified.

Plans & Documents

Plans and Documents

The EIS must include all relevant plans, architectural drawings, diagrams and relevant documentation required under Schedule 1 of the Regulation. These shall be provided as part of the EIS rather than as separate documents.

In addition, the EIS must include the following:

- Architectural drawings, including but not limited to the following requirements:
 - dimensioned and including RLs
 - MGA co-ordinates
 - site and context plans that demonstrate active transport linkages with existing, proposed and potential footpaths and bicycle paths and public transport links.
- Site Survey Plan, showing existing levels, location and height of existing and adjacent structures / buildings and boundaries
- Site Plan
- Site Analysis Plan
- Stormwater Concept Plan
- Sediment and Erosion Control Plan
- Shadow Diagrams
- View Analysis / Photomontages, including from public vantage points
- An integrated Landscape Plan/Strategy (including identification any trees to

	<p>be removed and trees to be retained or transplanted)</p> <ul style="list-style-type: none"> • Preliminary Construction Management Plan, inclusive of a Preliminary Construction Traffic Management Plan detailing vehicle routes, number of trucks, hours of operation, access arrangements and traffic control measures; • Traffic Impact Assessment Report • Acoustic Assessment Report • Arborist Report • Geotechnical and Structural Report • Contamination Land Assessment Report (Phase 1, Phase 2 and Remediation Action Plan) • Acid Sulfate Soil Management Plan • Flood Assessment Report, including flood modelling • BCA and Accessibility Report • Aboriginal Cultural Heritage Assessment Report • Waste Management Report for demolition, construction and operational • Capital Investment Value Report • Schedule of materials and finishes
Documents to be submitted	<ul style="list-style-type: none"> • 1 hard copy and 1 electronic copy of all the documents and plans for review prior to exhibition. • 4 hard copies and 4 electronic copies of the documents and plans (once the application is considered acceptable). Electronic copies of the documentation must be on a USB with documents in PDF format. The hard copies should include plans printed in A3. • A physical material samples board (no larger than A3) with correct and proportional representation of materials.