
Colston Budd Hunt & Kafes Pty Ltd

as Trustee for C & B Unit Trust
ABN 27 623 918 759

Our Ref: SK/8535/ek

13 February, 2013

Transport Planning
Town Planning
Retail Studies

M&L Development Co Pty Limited
Suite 2.02B, Level 2
350 George Street
SYDNEY NSW 2000

Attention: Jenny Watt
Email: jenny.watt@definity.com.au

Dear Madam,

**RE: PART 3A PROJECT: PROPOSED ADDITIONS TO
FOUR POINTS HOTEL, SUSSEX STREET, SYDNEY**

1. As requested, we are writing to set down our responses to matters raised by the Department of Planning following the exhibition period for the above development. We have previously prepared a report⁽¹⁾ which was submitted with the Part 3A application.
2. From submissions received during the exhibition period, the Department of Planning has raised a number of matters relating to transport and accessibility. These matters, and our responses, are provided below.

Porte Cochere

Provide more information about how the porte cochere on Sussex Street is intended to operate. Detail any design elements proposed to manage potential vehicle and pedestrian conflicts to ensure that the area functions safely.

3. Access to the porte cochere will be provided via separate entry and exit driveways onto Sussex Street. The porte cochere will be extended, as shown on plans prepared by Cox Architects, to provide added capacity for the set-down and pick-up of hotel guests/conference delegates. However, the extent to which the porte cochere can be extended is restricted by the existing heritage buildings located either side of the facility.

⁽¹⁾ "Transport and Accessibility Impact Assessment for Proposed Additions to Four Points Sheraton Hotel, 161 Sussex Street, Sydney", May 2012.

4. As shown on Figure 1, the entry and exit driveways and the internal circulation within the porte cochere has been designed to cater for cars, taxis and hire cars, with appropriate sight lines for entering and exiting traffic. The entry and exit driveways will be widened to 7 metres to cater for the swept path of vehicles and to provide a kerbside parking lane for the set-down and pick-up of guests and an internal circulation lane for vehicles to pass through the porte cochere.
5. Taxis picking up guests for the hotel porte cochere will be hailed from the existing taxi rank located on the western side of Sussex Street. The taxi rank provides for up to 6 taxis during the day. During the afternoon and evening period (3.00pm to 9.00pm) the rank increases to some 9 to 10 taxis. The capacity of the taxi rank is considered appropriate to adequately cater for the proposed porte cochere operation. Notwithstanding this, there is available kerb space at the northern end of the taxi rank to increase the length of the zone should Council consider it appropriate.
6. The porte cochere will be managed and controlled by hotel personnel. These staff will assist guests/delegates in and out of waiting vehicles from the kerbside lane of the porte cochere, assist with the transfer of luggage, manage the movement of vehicles through the facility and ensure that vehicles do not park for extended periods within the porte cochere.
7. The following management measures will be implemented by the hotel to control the operation of the porte cochere:-
 - ❑ the porte cochere will be managed by hotel personnel. They will instruct guests and taxis were to stand within the facility and assist guests in and out of waiting vehicles;
 - ❑ the length of stay of vehicles within the porte cochere will be limited to 5 minutes;
 - ❑ taxis and hire cars will not be permitted to stand within the porte cochere;
 - ❑ vehicles standing within the porte cochere for more than 5 minutes will be instructed to move on;
 - ❑ a hotel valet system will be used to transfer hotel guest vehicles from porte cochere to the Secure car park located on the eastern side of Sussex Street;

- ❑ service vehicle deliveries will not be accepted from the porte cochere. All service vehicle deliveries will be from the hotel loading docks off Slip Street;
 - ❑ signs will be erected at the entrance to the porte cochere preventing access by service vehicles;
 - ❑ for major functions at the hotel, visitors and guests arriving and leaving by taxi/hire car will be set down and picked up from the lower ground floor reception area off Slip Street. During these periods the lower reception area will be managed by hotel personnel.
8. With regards to pedestrian access, the proposed porte cochere will incorporate pedestrian connections between the main hotel entrance and Sussex Street. The proposed pedestrian footpaths around the porte cochere will be some 2.5 metres to 4.5 metres wide. Pedestrian access to the northern hotel function area will also be available from the proposed new northern entrance to the hotel from Sussex Street. These pedestrian arrangements and levels of pedestrian accessibility are considered appropriate.

Pedestrian Connections

Provide further information about what improvements can be made to the pedestrian island arrangements at the intersection of Market Street and Sussex Street in order to accommodate increased pedestrian movements to and from the site and improved the intersection safety for pedestrians.

9. The existing signalised intersection of Market Street and Sussex Street incorporates two small pedestrian islands across the northern approach to the intersection. The operation and design of the traffic signals are the responsibility of the RMS.
10. Observations indicated that pedestrian access onto these islands is limited and alternative pedestrian facilities at the intersection could be considered. The traffic signals currently operate on a two phase system with Sussex Street and Market Street operating separately. A short left turn slip lane is available for vehicles turning from Sussex Street into Market Street eastbound.
11. Based on observations, RMS could give consideration to improving the pedestrian facilities at the intersection by removing the two islands and providing a single pedestrian crossing across Sussex Street north of Market Street. This would improve pedestrian safety at the intersection and provide greater pedestrian storage and waiting area adjacent to the signal.

12. The operation of the intersection, incorporating a single pedestrian crossing across Sussex Street north of Market Street, has been assessed using the SIDRA program, with the existing and additional development traffic in place. The SIDRA analysis found that the intersection would continue to operate with average delays of less than 30 seconds per vehicle during the morning and afternoon peak periods. This represents a level of service B/C, which is a satisfactory level of intersection operation.

Coach Parking and Loading Dock Arrangements

Provide more information with regards the hotel coach parking area and loading dock.

13. The existing hotel bus and coach facility will be retained from Slip Street. The facility is located on the lower ground floor of the hotel and has capacity for up to four coaches. Buses and coaches will approach the facility from the north along Slip Street, turn around at the southern end of Slips Street (at Darling Park) and then drive through/reverse into one of the bus bays. On exit buses and coaches would drive out of the facility in a forward direction onto Slip Street. The bus and coach facility is considered appropriate for the expanded hotel configuration and has been provided in accordance with the Australian Standard for Parking facilities Part 2: Off-street commercial vehicle facilities (AS2890.2-2002).
14. The bus and coach facility caters for hotel tour groups and visiting conference groups staying at or visiting the hotel. It provides the main arrival and departure point for large groups of guests/delegates without the need for these groups to access the hotel via the Sussex Street porte cochere. A separate hotel lobby and reception area is provided on the lower ground floor to cater for these larger groups. This allows for improved management, operation and control of the main porte cochere on Sussex Street.
15. The bus and coach facility will be managed and controlled by hotel personnel in the current manner. These staff will assist guests/delegates in and out of waiting coaches, direct visitors to the hotel lobby and reception area, assist with the transfer of luggage, manage the movement of vehicles through the facility and ensure that buses/coaches do not park for extended periods within the facility.
16. In addition to buses and coaches, the facility will also cater for taxis to transport conference delegates/visitors at the end of major functions being held at the hotel. Visitors and delegates leaving the function will be directed by hotel staff to waiting taxis at the lower ground floor reception area.

17. In regards to service vehicles, the hotel loading dock is located off Slip Street. The facility provides four loading bays and caters for service vehicles ranging from small commercial vehicles to large rigid trucks. The proposed facility is considered appropriate and has been provided in accordance with the Australian Standard for Parking facilities Part 2: Off-street commercial vehicle facilities (AS2890.2-2002).
18. A loading dock management plan will be prepared to manage and control the overall operation of the dock. The loading dock will be managed by a loading dock manager. Deliveries will be staggered throughout the day and scheduled to arrive outside of peak periods. Trucks will be limited to a length of stay of less than 20 minutes and trucks will not be permitted to stop or wait on-street within the vicinity of the site.
19. Truck drivers will be in mobile phone communication with the site and truck drivers will be required to call ahead when approaching the site (20 to 30 minutes prior to the scheduled delivery time). The loading dock manager will then confirm the delivery time and ensure that the loading dock is available.
20. If on occasion, an approaching vehicle is not permitted access, the approaching vehicle will be required to drive around the block prior to accessing the site or re-schedule a new delivery time.
21. In addition to the hotel loading dock, the convention/banquet level will be serviced by a materials hoist (6 metres by 3 metres). Trucks ranging from small commercial vehicles to large rigid trucks, transporting material to and from the new convention area, will do so from Slip Street. A traffic management plan will be implemented to manage and control the loading and unloading of vehicles adjacent to the hoist in Slip Street. The loading and unloading of vehicles and the movement of general traffic along Slip Street will be managed and controlled by qualified traffic marshals.

Bicycles

Provide more information about how the proposed development can fully comply with the City of Sydney DCP 2012 Bike parking and associated facilities for the proposed development.

22. To support accessibility by bicycles, appropriate bicycle parking and end-of-trip facilities will be provided in accordance with Council requirements. Council's bicycle requirements for hotels and commercial developments are as follows:-

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❑ Hotels

- one bicycle space per four staff; and
- one bicycle space per 20 rooms for guest/visitors;

❑ Commercial

- one bicycle space per 150m² GFA for staff; and
- one bicycle space per 400m² GFA for visitors.

23. Bicycle parking will be provided in accordance with these requirements and are shown on plans prepared by Cox Architects.
24. With regards to end-trip facilities, the existing hotel provides change rooms and amenities for hotel staff. These facilities will be upgraded in association with the proposed hotel redevelopment and will be available to all staff, including those who cycling to work. End-trip facilities for the commercial development will be provided on Level 15 of the commercial building.
25. We trust the above provides the information you require. Finally, if you should have any queries, please do not hesitate to contact us.

Yours faithfully,

COLSTON BUDD HUNT & KAFES PTY LTD



S. Kafes
Director