

# **GUIDELINES**

For the preparation of a

# **DEVELOPMENT REPORT**

**Integrated Hotel Development  
Adelphi Terrace, Glenelg**

Wunda Projects Australia Pty Ltd

July 2015



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## **1. BACKGROUND**

- 1.1** On 7 May 2015, the Minister for Planning made a declaration in *The South Australian Government Gazette* that an Integrated Hotel Development at Adelphi Terrace Glenelg, be assessed as a Major Development pursuant to Section 46 of the *Development Act 1993* (the Act).
- 1.2** The proposal is an integrated hotel development comprising tourist accommodation, as well as private apartments, together with a function centre, recreation areas, cafe and bar, and associated car parking and infrastructure.
- 1.3** The Major Development declaration, appearing in the Government Gazette, includes:
- The construction of a building within the site for residential accommodation; tourist accommodation; retail premises; commercial premises; function centre;
  - the demolition of any existing buildings within the site;
  - the undertaking of works for the purposes of, or otherwise related to; roads, stormwater and effluent treatment in connection with the development whether undertaken within the site or on other adjacent land;
  - a change in the use of land associated with any development listed above;
  - the division of an allotment associated with any development listed above;
  - any related or ancillary development associated with development listed above.
- 1.4** Section 46 of the Act ensures that matters affecting the environment, the community or the economy to a significant extent, are fully examined and taken into account in the assessment of this proposal.
- 1.5** These Guidelines set out the assessment issues associated with the proposal along with their scale of risk as determined by the Development Assessment Commission.
- 1.6** Each guideline is intended to be outcome focused, risk-based and pragmatic (for applicants and decision makers). Issues are ranked in terms of risk and scale, based on how well known an issue is, as well as how understood the response is.
- 1.7** Guidelines may be accompanied by suggested assessment approaches. These suggestions are not exhaustive, and may be just one of a wide range of methods to consider and respond to a particular guideline.

## **2. PROCESS**

- 2.1** The Development Assessment Commission (Commission) has determined that the proposal will be subject to the processes of a Development Report (DR), as set out in Section 46D of the Act. The Commission's role in the assessment process is now completed. From this point The Minister will continue with the assessment under Section 46 of the Act.
- 2.2** The DR should detail any expected environmental, social and economic effects of the development, and the extent to which the development is consistent with the provisions of the Councils Development Plan, the Planning Strategy and any matter prescribed by the Regulations under the Act.
- 2.3** In preparing the DR, the proponent should bear in mind the following aims of the DR and public review process:
- To provide a single source of information from which interested persons can gain an understanding of the proposal;
  - To provide a forum for consultation and informed comment on the proposal;
  - To provide a framework within which all aspects of the proposal are considered.
- 2.4** Following the release of these Guidelines the DR must be prepared by the proponent in accordance with the Guidelines.

- 2.5 The completed DR is submitted to the Minister for public release, and is subsequently referred to Council and relevant government agencies for comment.
- 2.6 An opportunity for public comment will occur when the completed DR is released. Public exhibition is undertaken for 15 business days. An advertisement will be placed in the *Advertiser* and local *Messenger newspapers* inviting submissions.
- 2.7 Copies of the submissions from the public, Council and other relevant agencies will be provided to the proponent.
- 2.8 The proponent may then prepare a 'Response Document' within 10 business days to address the matters raised during the Public exhibition period.
- 2.9 The Minister then prepares an Assessment Report. The Assessment Report and the Response Document will be available for inspection and purchase at a place determined by the Minister for a period determined by the Minister.
- 2.10 Availability of each of these documents will be notified by advertisements in *The Advertiser* and *local Messenger newspapers*. A copy of the DR, Response Document and the Assessment Report will be provided to the Council.
- 2.11 When a proposal is subject to the DR process, the Governor makes the final decision under Section 48 of the Act. The documentation from the assessment process will be used by the Governor in the decision-making process under Section 48 of the Act.
- 2.12 In deciding whether the proposal will be approved and any conditions that will apply, the Governor must have regard to:
- Provisions of the Development Plan;
  - The Development Act and Regulations;
  - If relevant, the Building Code of Australia;
  - The South Australian Planning Strategy;
  - The DR and the Ministers Assessment Report;
  - Where relevant, any other government policy and/or legislation.
- 2.13 The Governor can at any time indicate that the development will not be granted authorisation. This may occur if the development is inappropriate or cannot be properly managed. This is commonly referred to as an *early no*.

### **3. DEVELOPMENT REPORT (DR)**

- 3.1 The DR should be presented in terms that are readily understood by the general reader. Technical details should be included in the appendices.

#### **3.2 THE REPORT MUST INCLUDE THE FOLLOWING**

##### **Information and Assessment**

The provision of all information sought by the guidelines, together with consideration and assessment against each of the matters identified in Section 4 of these Guidelines.

##### **Consistency with Policy and Legislation**

The Act requires the DR to state its consistency with the relevant Development Plan and Planning Strategy, and other key policies and/or legislation as identified within these guidelines (refer to Appendix 2 for other 'useful documents').

### **Commitment to meet Conditions**

Please state the proponent's commitments to meet conditions to avoid, mitigate, manage and/or control any potentially unreasonable impacts from the development.

## **3.3 THE REPORT SHOULD INCLUDE THE FOLLOWING**

### **Summary**

A concise summary of the matters set out in Section 46D of the Act, including all aspects covered in the Guidelines set out below, in order for the reader to obtain a quick but thorough understanding of the proposal and all its effects.

### **Introduction**

The introduction to the DR should briefly cover the following:

- Background to and objectives of the proposed development;
- Details of the proponent;
- Staging and timing of the proposal;
- Relevant legislative requirements and assessment process.

### **Need for the Proposal**

A statement of the objectives and justification for the proposal, including:

- the specific objectives the proposal is intended to meet;
- expected local, state or national benefits and costs;
- a summary of environmental, economic and social arguments to support the proposal; including the consequences of not proceeding with the proposal.

## **4. ASSESSMENT**

### **4.1 CRITICAL ASSESSMENT**

#### **Economic Impact**

The proposal should make a positive contribution to the commercial and tourism functions of the Glenelg area – *Evaluate the economic contribution of the proposal on the Glenelg and Holdfast Shores precincts, taking into account the existing commercial, retail and tourist accommodation circumstances of the area.*

#### **Strategic Precinct Evaluation**

It should be demonstrated why the proposal could be considered a logical extension to the wider Holdfast beachside precinct – *Evaluate the nature and use of the offering in a precinct wide sense, taking into account matters of alternative site availability, the urban form and relationship to development of scale, and relationship and proximity to the commercial precincts of Jetty Road and Holdfast Shores environs.*

#### **Neighbourhood Interface**

Demonstrate interface impacts (such as overlooking, overshadowing and visual impact) of neighbouring development are appropriately managed – *Evaluate the impacts of the proposal on the locality, taking into account its height, scale and interface relationship to neighbouring development, balanced with the expectation of increased development intensity.*

## Tourism

The proposal should make a positive contribution to tourism within the local area, wider Adelaide and the State generally - *Evaluate the proposals contribution to the South Australian tourism economy, in particular its association with current Government tourism policy, such as the South Australian Tourism Commission's Tourism Plan 2020.*

### 4.2 MEDIUM ASSESSMENT

#### Design Quality

The proposal will be a high quality design for the site and local area – *The proposal should be evaluated against and respond to the Principles of Good Design by Office for Design + Architecture SA, with continued participation in the Government Architect led design review process. This process and its evolution shall be documented.*

#### Public Realm Interface

The proposal will respond to the public realm and open space areas within the local area in a meaningful and positive way – *Evaluate the proposal's relationship within its urban public context, in particular at the street frontage interface and neighbouring open spaces areas opposite the development site.*

#### Employment

The proposal should enhance job creation and foster ongoing employment opportunities for the local area – *Evaluate the local and broader job creation and employment opportunities (including any multiplier effects) resulting from the proposal, from construction through to completion and operation.*

### 4.3 STANDARD ASSESSMENT

The following standard information is required for assessment –

- **Current Certificate(s) of Title**
- Completed and signed **Electricity declaration form** to certify the proposal meets the setback requirements from electricity infrastructure pursuant to Schedule 5 (2A) of the Development Regulations 2008.

#### TYPICAL PLANS

- **Context and locality plans** should illustrate and analyse existing site conditions and the relationship of the proposal to surrounding land and buildings. The plan should be drawn to a large scale to allow presentation on a single sheet and be readily legible. The plan should indicate:
  - location of buildings on adjoining properties;
  - the height of these buildings;
  - the location of car parking areas;
  - landscaped areas;
  - window openings;
  - any other information that would help to set the context for the locality within which your development is proposed.
- **Shadow diagrams** demonstrating the extent of overshadowing (pre and post development) on adjoining properties at 9am, 12noon and 3pm during the solstice and equinox.

- A **landscaping plan** to be prepared which includes the location of any regulated or significant trees on the site and/or adjoining land.
- Coloured high resolution **perspectives** of the proposal shown in context from various locations, including streetscape perspectives, views at the human/pedestrian scale, as well as longer views from strategic approaches to the precinct.
- **Site plan** (drawn at a scale of 1:100 or 1:200) clearly indicating the proposed buildings and works, including demolition.
- **Elevations** (drawn at a scale of 1:100 or 1:200) are required for all sides of the building with levels and height dimensions provided in Australian Height Datum.
- **Cross sections** of the building are required and should include ground levels, floor levels, ceiling heights and maximum height in Australian Height Datum.
- Provide **floor plans** (drawn at a scale of 1:100 or 1:200) for each level of the building demonstrating what is proposed at each floor, with indicative internal layouts.
- **Site survey** plan demonstrating the development will be contained within the allotment boundaries.
- **Sequencing and staging plans** of the proposal if you wish to seek Building Rules Consent in stages.
- A schedule of **materials and finishes and colours**.
- Location and dimensions of any external **advertising displays**. If signs are to be illuminated or contain a moving display this needs to be included.

#### **SPECIALIST REPORTS AND DETAILS**

- A **design statement** should provide an understanding the evolution of the proposal (including options explored and discounted) from the concept to the final design.
- **Transport, access and pedestrian impact assessment** prepared by a suitably qualified traffic and access planner/engineer. The assessment should evaluate current and proposed access arrangements, car parking, as well as pedestrian and vehicle interface at the street and within the local road network.
- **Waste management and minimization (for demolition, construction and operation)** demonstrating the location of waste storage (including separation of recyclables hard waste and e-waste) and disposal facilities on the site and provide details of how these facilities will be serviced.
- Should the proposal breach the Obstacle Limitation Surface (OLS) as determined by Adelaide Airports Limited, an **Aeronautical impact assessment** will be necessary to ensure there will be no unreasonable impact on the operations of Adelaide Airport
- Provide a **noise assessment** prepared by an acoustic engineer to moderate external and environmental noise disturbance and amenity impacts for future occupants of the development, but also other sensitive uses within the immediate area as a result of the proposed development.
- Details of proposed **stormwater management** and **flood impact mitigation** measures, as well as any retention and reuse as part of the development, inclusive of details for connecting into any street drainage channel or council drain and the method of drainage and services proposed to be used.
- **Wind impact assessment** of micro climatic impacts such as wind tunnelling and downward draft on pedestrian comfort and amenity within both the public realm and private recreational areas.

- A **sustainability assessment** must be provided, and will outline the environmental sustainability measures (energy efficiency, water sensitive design etc) incorporated into the proposal.
- Provide **Crime Prevention Through Environmental Design (CPTED)** details which outline measures incorporated into the proposal to deter criminal behaviour through environmental design, including but not limited to:
  - Clear sight lines, directional devices and way finding;
  - Use of public lighting and CCTV cameras;
  - Active street frontages and balconies to encourage passive surveillance;
  - Identifiable building entry;
  - Provision of secure and private areas for residents;
  - Details of how the proposal addresses pedestrian amenity in the public realm.
- **Site history assessment** - Where a development is to occur on land that has the potential to be contaminated (through previous land uses) a site history assessment is required.
- Details of **site services and infrastructure** including utility services (water, gas, electricity, sewerage disposal, waste water, drainage, trenches or conduits); location of ground and roof plant and equipment (fire booster; electricity transformer; air conditioning; solar panels etc).



## **APPENDIX 1 – SECTION 46D OF THE *DEVELOPMENT ACT 1993***

### **46D—DR process—Specific provisions**

- (1) This section applies if a DR must be prepared for a proposed development.
- (2) The Minister will, after consultation with the proponent—
  - (a) require the proponent to prepare the DR; or
  - (b) determine that the Minister will arrange for the preparation of the DR.
- (3) The DR must be prepared in accordance with guidelines determined by the Development Assessment Commission under this Subdivision.
- (4) The DR must include a statement of—
  - (a) the expected environmental, social and economic effects of the development;
  - (b) the extent to which the expected effects of the development are consistent with the provisions of—
    - (i) any relevant Development Plan; and
    - (ii) the Planning Strategy; and
    - (iii) any matters prescribed by the regulations;
  - (c) if the development involves, or is for the purposes of, a prescribed activity of environmental significance as defined by the Environment Protection Act 1993, the extent to which the expected effects of the development are consistent with—
    - (i) the objects of the Environment Protection Act 1993; and
    - (ii) the general environmental duty under that Act; and
    - (iii) relevant environment protection policies under that Act;
  - (ca) if the development is to be undertaken within the Murray-Darling Basin, the extent to which the expected effects of the development are consistent with—
    - (i) the objects of the River Murray Act 2003; and
    - (ii) the Objectives for a Healthy River Murray under that Act; and
    - (iii) the general duty of care under that Act;
  - (cb) if the development is to be undertaken within, or is likely to have a direct impact on, the Adelaide Dolphin Sanctuary, the extent to which the expected effects of the development are consistent with—
    - (i) the objects and objectives of the Adelaide Dolphin Sanctuary Act 2005; and
    - (ii) the general duty of care under that Act;
  - (cc) if the development is to be undertaken within, or is likely to have a direct impact on, a marine park, the extent to which the expected effects of the development are consistent with—
    - (i) the prohibitions and restrictions applying within the marine park under the Marine Parks Act 2007; and
    - (ii) the general duty of care under that Act;
  - (d) the proponent's commitments to meet conditions (if any) that should be observed in order to avoid, mitigate or satisfactorily manage and control any potentially adverse effects of the development on the environment;
  - (e) other particulars in relation to the development required—
    - (i) by the regulations; or
    - (ii) by the Minister.

(5) After the DR has been prepared, the Minister—

(a) —

(i) must, if the DR relates to a development that involves, or is for the purposes of, a prescribed activity of environmental significance as defined by the Environment Protection Act 1993, refer the DR to the Environment Protection Authority;

(ia) must, if the DR relates to a development that is to be undertaken within the Murray-Darling Basin, refer the DR to the Minister for the River Murray;

(ib) must, if the DR relates to a development that is to be undertaken within, or is likely to have a direct impact on, the Adelaide Dolphin Sanctuary, refer the DR to the Minister for the Adelaide Dolphin Sanctuary;

(ic) must, if the DR relates to a development that is to be undertaken within, or is likely to have a direct impact on, a marine park, refer the DR to the Minister for Marine Parks;

(ii) must refer the DR to the relevant council (or councils), and to any prescribed authority or body; and

(iii) may refer the DR to such other authorities or bodies as the Minister thinks fit, for comment and report within the time prescribed by the regulations; and

(b) must ensure that copies of the DR are available for public inspection and purchase (during normal office hours) for at least 15 business days at a place or places determined by the Minister and, by public advertisement, give notice of the availability of copies of the DR and invite interested persons to make submissions to the Minister on the DR within the time determined by the Minister for the purposes of this paragraph.

(6) The Minister must, after the expiration of the time period that applies under subsection (5)(b), give to the proponent copies of all submissions made within time under that subsection.

(7) The proponent may then prepare a written response to—

(a) matters raised by a Minister, the Environment Protection Authority, any council or any prescribed or specified authority or body, for consideration by the proponent; and

(b) all submissions referred to the proponent under subsection (6), and provide a copy of that response to the Minister within the time prescribed by the regulations.

(8) The Minister must then prepare a report (an Assessment Report) on the matter taking into account—

(a) any submissions made under subsection (5); and

(b) the proponent's response (if any) under subsection (7); and

(c) comments provided by the Environment Protection Authority, a council or other authority or body; and

(d) other comments or matter as the Minister thinks fit.

(9) Copies of the DR, any response under subsection (7) and the Assessment Report must be kept available for inspection and purchase at a place determined by the Minister for a period determined by the Minister.

(10) If a proposed development to which a DR relates will, if the development proceeds, be situated wholly or partly within the area of a council, the Minister must give a copy of the DR, any response under subsection (7) and the Assessment Report to the council.