

**MINUTES  
ORDINARY COUNCIL MEETING**

**28 APRIL 2015**

**COUNCIL CHAMBERS  
THE TOWN OF NARROGIN  
89 EARL STREET  
NARROGIN WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:


When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

These minutes were confirmed at the Ordinary Council Meeting held on 12 May 2015

Signed:  ..... Date 12/5/15 .....  
(Presiding Member at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

**ORDINARY COUNCIL MEETING MINUTES**  
**14 April 2015**

**1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

7:30 pm – The Presiding Person declared the meeting open.

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

**Elected Members**

Mayor L Ballard

Deputy Mayor Cr A Paternoster — until 8.06pm

Cr C Bartron

Cr C Ward

Cr J McKenzie

Cr M Kain

**Apologies**

Cr D Russell

Cr P Schutz

**Staff**

Mr A Cook – Chief Executive Officer

Mr B Robinson – Director Technical and Environmental Services

Mr C Bastow – Director Corporate and Community Services

Ms C Thompson – Executive Assistant

Ms S Guy – Manager Leisure & Culture (arrived at 7.45pm)

**Members of the Public**

Mr B Seale

Mr R Little

Mr A Jones

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Cr Michael Kain declared an interest in Item Number 10.1.035. The nature of his interest was a Proximity Interest.

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## 5. PUBLIC QUESTION TIME

7:32 pm — The Presiding Person opened public question time.

### Mr Seale – Narrogin

#### 1. Summary of Question

“Will Council amend the resolution of item 10.2.029 to include the word ‘administration’?”

#### Summary of Response

The CEO responded that he had no problem in amending the wording as long as Council is happy and The Presiding Member said Council will consider at the time of voting.

#### 2. Summary of Question

“Will Council rescind the motion (about the Delegations Register) and re-visit the review at a subsequent meeting?”

#### Summary of Response

The Mayor responded that the answer is no at this point in time as we have had information from the Department of Local Government who have no issues with the delegation register as was provided to you by the CEO.

#### 3. Summary of Question

“Will Council delete clause 5 from the Policy Manual?”

#### Summary of Response

The CEO responded that there is no need to re-visit this as this has been responded to by the Department who have no issue with the Council's purchasing policies and delegations policies. The Presiding Member also reiterated that he is happy with the Department's approval.

#### 4. Summary of Question

“Will Council consider including an “information bulletin” heading in the agenda?”

#### Summary of Response

The Presiding Member responded that the mechanism for information sharing is via the Town's newsletter, and those wishing to be included on the distribution list should contact the Town's Executive Assistant.

#### 5. Summary of Question

“Will Council consider deleting one of the options at 10.1.032?”

#### Summary of Response

As per the CEO's written response to you the options will remain and the Elected Members will decide which option they want to move.

6. Summary of Question

“In Item 10.1.034 (Argus Road closure) will Council amend the recommendation from “not to proceed” to “decline the recommendation”?”

Summary of Response

The Presiding Member responded that this item will be discussed when the item is considered in the Agenda

7.45pm — There being no further questions the Presiding Person closed public question time and note that no questions have been taken on notice.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**OFFICER'S RECOMMENDATION**

That Council:

Accept the minutes of the Ordinary Council Meeting held on 24 March 2014 as amended and be confirmed as an accurate record of proceedings.

Please note that the minutes have been amended as follows:

- To correct the spelling of Mr Borrett's name in the Record of Attendance
- To amend the seconder of item 10.1.021 to Cr Kain
- To include the word 'administration' in which was omitted from the Statutory Environment of item 10.2.029.

**COUNCIL RESOLUTION 0415.037/ Officer's Recommendation**

**Moved Cr Paternoster**

**Seconded Cr Ward**

That Council:

Accept the minutes of the Ordinary Council Meeting held on 24 March 2014 as amended and be confirmed as an accurate record of proceedings.

Please note that the minutes have been amended as follows:

- To correct the spelling of Mr Borrett's name in the Record of Attendance
- To amend the seconder of item 10.1.021 to Cr Kain
- To include the word 'administration' in which was omitted from the Statutory Environment and in the resolution of item 10.2.029.

**CARRIED 6/0**

Please note: The resolution was amended to include the word 'administration' in the resolution of item 10.2.029.

Please note: The Mover and Seconder approved the amendment.

## **8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Correspondence received from Nebrikenning Action Group on 7 April is attached separately for Council's reference only and requires no action or response.

The Presiding Person informed Council that Cr Bartron is not in formal attire tonight because he came from work.

## **9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

## **10. MATTERS WHICH REQUIRE DECISIONS**

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## 10.1 DEVELOPMENT AND TECHNICAL SERVICES

### 10.1.032 PROPOSED REPAIR OF TOWN CLOCK – FEDERAL STREET, NARROGIN

<b>File Reference:</b>	5.4.11 & IWS155394
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Not Applicable
<b>Previous Item Nos:</b>	Item 8.1.110 – 24 August 2015
<b>Date:</b>	30 March 2015
<b>Author:</b>	Brian Robinson, Director Technical & Environmental Services

#### Attachments

- Photograph of clock tower
- Quote received for clock tower repair
- Digital clock diagram
- Examples of outdoor LED signs and display screens.

#### Summary

Council is requested to consider the scope of works for repair or replacement of the Town Clock.

#### Background

The Town Clock is located at the corner of Federal Street and Fortune Streets adjacent to Mackie Park. Originally installed by Rotary Narrogin (date unknown), the clock has three faces, two of which face Federal Street and the third facing Mackie Park.

The clock, which has not been working correctly for a number of years, previously stopped functioning in 1999. At its 24 August 1999 meeting Council was requested to consider an item regarding the clock tower and the clock. At the time, the clock had been removed from the tower and was being stored at the depot.

Council resolved to write to Rotary seeking their comments on what to do with the clock tower and broken clock and any suggestions for funding. Council furthermore resolved that staff were to investigate the costs of a new digital clock. A detailed search of Council files and minute records has been unable to confirm whether Rotary was consulted or if costings were obtained for a digital clock.

Subsequently in late 2001 the clock was restored to working condition as part of the Town of Narrogin's then Townscape program. Despite attempts at maintaining the clock, it has not been working correctly for several years.

As part of the adopted 2014/15 budget Council allocated a total of \$12,500 for the replacement of the Town Clock.

To ensure all potential options are examined, quotes have been received to:

- a) Repair the clock, retaining its current appearance; and
- b) Replacement of the clock with a digital clock(s);

Other potential options include the installation of LED signage or Outdoor TV Screens that could be used to advertise future events or sponsorship advertising.

## **Comment**

To assist Council in determining this matter, the following comments are offered on each of the potential approaches:

### Repair of the Town Clock

Mr Derek Morrison (the original clock maker) has provided a quote of \$4,000.00 (Ex GST) to restore the clock. The restoration work will involve:

- Removing the bezels and dials;
- Fitting a new clock motor and gearbox;
- Replacing fluorescent light fittings and photocell;
- Restore and paint the clock case; and
- Supply and fit UPS back up unit.

The work would essentially result in the clock being fully restored to full working order. A copy of the quote received is shown as Attachment No 2.

### Replacement with Digital Clock(s)

Prices have been sought for a digital clock that would be capable of displaying both the time and temperature. The supply and installation of a single double sided digital unit mounted on a bracket has been quoted at a cost of \$4,735 (incl GST).

A drawing of the quoted clock and supporting bracket are shown as Attachment No 3.

However as the current Tower does not have face parallel to Federal Street, a standard bracket would result in the clock not being perpendicular to Federal Street. The author considers that this would not be an appropriate or acceptable outcome.

In order to pursue a double sided digital clock option, it would be necessary for the existing tower to be replaced with a modern support pole to ensure an aesthetically desirable outcome. Given the cost of a supporting pole, the cost of such an approach would not be wholly contained within the approved budget.

Alternatively two separate digital clocks could be fitted to the top of the existing tower, each being angled to face towards oncoming traffic on Federal Street. A cover would also be required to prevent leaf litter etc. from lodging between the two clocks. Whilst a formal quote has not been sought for this option at this stage, preliminary advice received indicates that the cost of this option may exceed the approved budget.

In addition to the above two options, Council may wish to consider the installation of outdoor LED display signs or screens. Whilst digital clock displays are generally limited to the display of time and date, LED signs permit text messages to be displayed such as coming events. LED signs are available in monochrome or colour with options available including web based software that permits messages to be updated. This option is often utilised in signage associated with local government signage, particularly leisure centres.

Unlike LED signs, LED screens are not limited to text only. They can be used to display any graphics including advertisements or visual presentations such as movies. As Elected Members may be aware, an Outdoor LCD LED TV screen was previously purchased and installed at the Narrogin Hockey Stadium.

No quotes have been sought for either LED signs or screens at this stage although it is understood that the costs are substantially higher given the need for supporting hardware and software.

## Consultation

Chief Executive Officer

Mr Colin Bastow – Director Corporate and Community Services

## Statutory Environment

Nil

## Policy Implications

Purchases made in accordance with the Town of Narrogin's Purchasing Policies.

## Financial Implications

It should be noted that the costs of crane hire etc. associated with removing the existing clock for repair or replacement are not included within either quote received.

From the preliminary quotes and advice, it appears that the costs associated with the options of repair, or installation of a double sided digital clock would be contained within the approved budget. It may also be possible to wholly contain the costs of two separate clocks mounted to the top of the tower.

Although there may be significant merit in considering the installation of LED signs or screens, preliminary advice indicates such costs could not be wholly contained within the adopted budget. If Council's preference is for LED signs or screens, it is recommended that the works be deferred and a more significant allocation be considered as part of the 2015/16 budget.

## Strategic Implications

Replacement of The Clock in its entirety would be consistent with recommendation 6.5 of Council's Strategic Community Plan which states as follows:

6.5	Develop a Town Site revitalisation plan focusing on the central business district and additional generic street scape design for residential areas.	DTES/CEO	2018
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The Clock and Tower are located on a strategic corner within the Narrogin CBD, being directly opposite the Town Hall and adjacent to Mackie Park. The existence of a town clock in such a prominent location was recognised as being "*all too rare these days*" within the Narrogin Townscape Study 1988.

The existing three sided clock and tower were designed and installed as a single unit. The 1988 Townscape Study detailed a recommendation for the clock and tower to be given a facelift based on the idea of "*leaving the present clock and its support column intact. An outer skin of brickwork would be built around the column and structurally integrated...*"

A significant upgrading of the clock and tower appearance is desirable, as is the replacement of the clock with a LED sign(s) or screen(s) that would permit the structure to be used as more than just a time piece. However the current budget is not sufficient for such works.

Having regard to the associated costs and the resultant appearance it is the author's opinion that unless Council is wishing to replace the clock tower, the most appealing option is to refurbish the current clock.



## **Voting Requirements**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council:

1. Endorse works proceeding to repair the existing analogue Town Clock.
2. Request the Townscape Committee to develop a scope of works/concept for future replacement of the Town Clock and associated tower.

### **Alternative Recommendation**

That Council:

1. Defer all works associated with the Town Clock and Tower within 2014/15 financial year and give further consideration for the replacement of the Town Clock and Tower within the 2015/16 draft budget.

### **COUNCIL RESOLUTION 0415.038**

**Moved Cr Kain**

**Seconded Cr Ward**

That Council:

1. Defer all works associated with the Town Clock and Tower within 2014/15 financial year and give further consideration for the replacement of the Town Clock and Tower within the 2015/16 draft budget.

**CARRIED 6/0**



Town of Narrogin RECEIVED	
Directed to	Brian / Torre
Ref No.	24 MAR 2015 INS/55394
Property File	
Subject File	54-11
C Point No.	

# Derek Morrison

ABN 69 150 712 920

Clockmaker  
 Manufacture & repair  
 of Tower, Public & all types  
 of Domestic timepieces

82 Bridgewater Drive  
 Kallaroo Perth 6025  
 Telephone - 9307 3289  
 Mobile - 0414 172 831

## Quotation

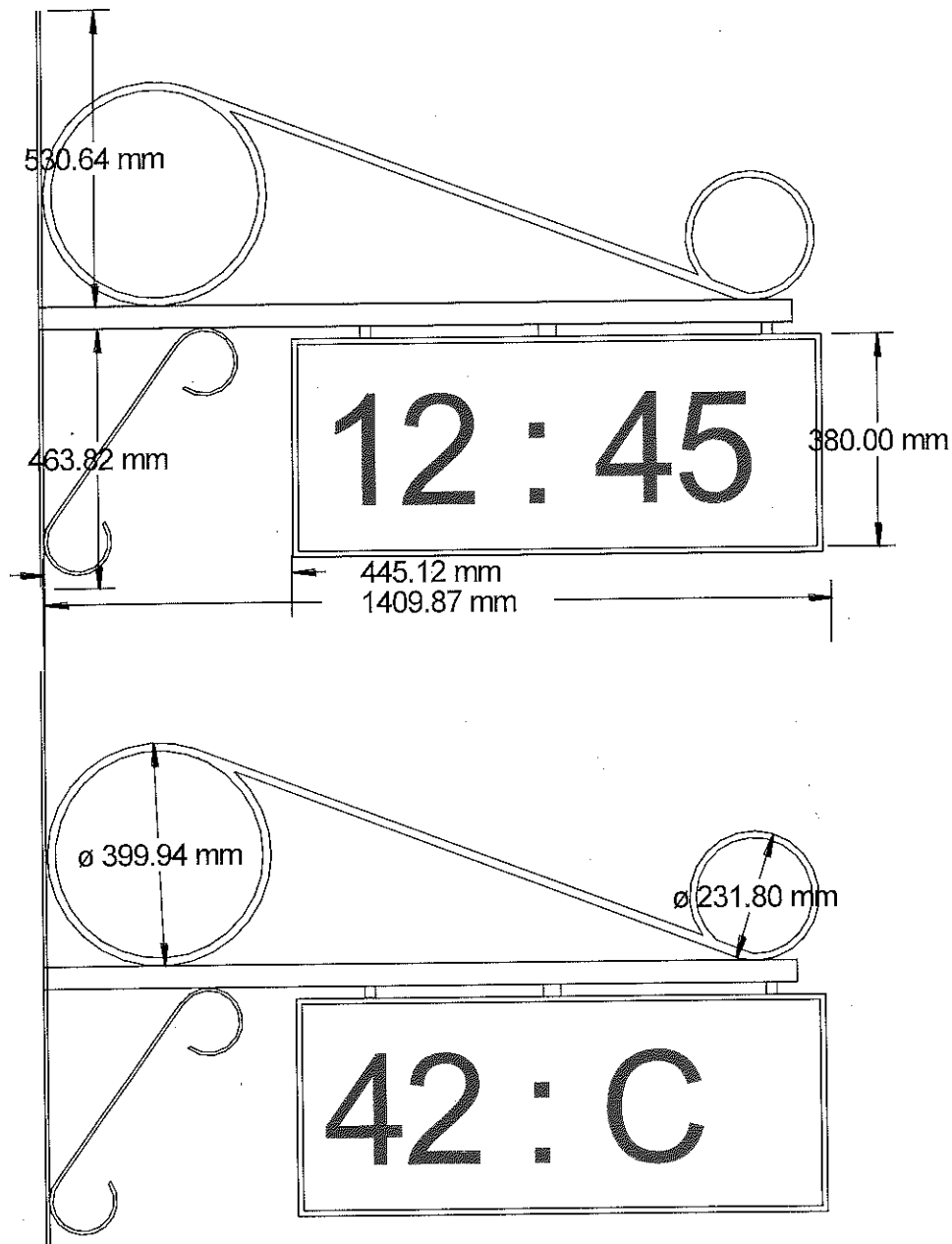
Attention Torre Evans  
 89 Earl Street  
 Narrogin  
 WA 6312  
 22nd march 2015

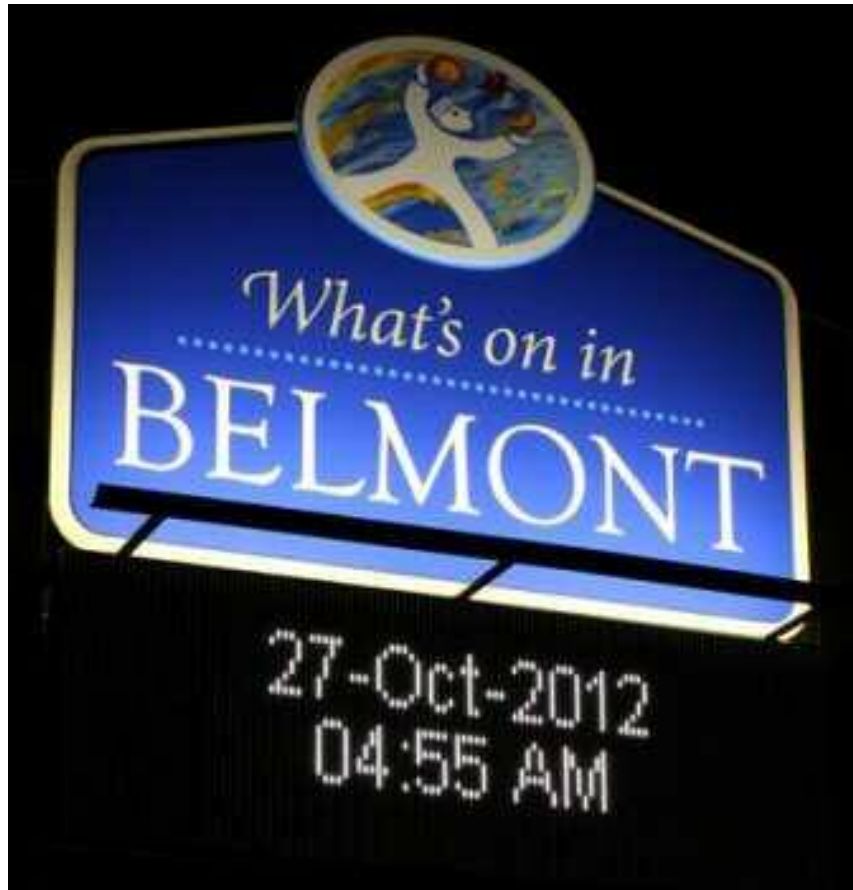
### Restoration of Town clock

- Remove bezels and dials, replace glasses if necessary.
- Fit new clock motor and gearbox.
- Replace fluorescent light fittings and photocell.
- Restore and paint clock case.
- Supply and fit UPS back up unit.

Parts and labour \$4000.00

Please note not GST registered.





Digital Sign example



Digital Screen example

## 10.1.033 PROPOSED DWELLING – LOT 320 ARGUS STREET, NARROGIN

**File Reference:** A105250, DA23-14/15 & IBA155475  
**Disclosure of Interest:** Nil  
**Applicant:** Bradley James Melchiorre  
**Previous Item Nos:** Item No 10.1.351 – 28 October 2014  
**Date:** 8 April 2015.  
**Author:** Brian Robinson –  
Director of Technical & Environmental Services

### Attachments

- Copy of application for Planning Consent
- Aerial Photograph of the area.

### Summary

Council is requested to consider an application for planning consent seeking approval to the construction of a dwelling on the subject land with a reduced setback to Havelock Street.

### Background

The subject land is a 5,584m<sup>2</sup> property located on the eastern side of Havelock Street abutting the southern end of Argus Street road reserve.

The site is generally described as being triangular in shape being bound by Havelock Street to the west, Argus Street road reserve to the east and south, and an unmade portion of Walker Street to the north.

At its meeting held on the 28 October 2014, Council was requested to consider an application for planning consent seeking approval to the construction of a substantial outbuilding prior to construction of a future home. Council resolved to grant approval to the application subject to compliance with 7 standard conditions and 3 advice notes.

With construction of the outbuilding complete, approval is now being sought for the construction of the dwelling with a reduced setback to Havelock Street.

Plans submitted with the application indicate that if approved, a garage attached to the home will be setback 6 metres from the Havelock Street boundary, with the balance of the home being setback 7.5 metres.

### Comment

The provisions of Town Planning Scheme No 2 include the subject land within the Rural-Residential Zone. As detailed in the Zoning and Development, the following setbacks are applicable:

Front: 10 metres  
Rear: 7.5 metres  
Sides: 5 metres

Given the applicant is proposing a front setback of 6 metres, approval of the application would therefore require a relaxation of the normal front setback requirements. All other setbacks comply with the scheme requirements.

As detailed in the background section of the report, the subject land is basically triangular in shape, abutting three road reserves being Havelock Street, Walker Street and Argus Street. Where a development is proposed on a lot with more than one street frontage, clause 3.4.4 of the scheme states that Council shall decide which shall be the frontage for the purposes of

the Development Table. The front setback from streets not deemed to be the street frontage may be reduced by 50%.

In this case, given the orientation of the proposed dwelling and the fact that Havelock Street is the only formally constructed road providing access to the site, it is appropriate that Havelock be deemed the primary street frontage, to which a 10 metre setback would normally apply.

Given the above, the application as submitted may only be approved through a relaxation of Town Planning Scheme No 2 requirements. As detailed in clause 6.2.1 of the Scheme, Council may approve a development that does not comply with a standard or requirement of the scheme, provided that Council is satisfied that:

- i) *Approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- ii) *The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality; and*
- iii) *The spirit and purpose of the requirements or standards will not be unreasonably be departed from thereby.*

In this case, sufficient room exists within the property to ensure that all normal setback requirements are met.

However, examination of aerial photography has identified various Rural-Residential properties in the area where a front setback of less than 10m has been imposed. For example the dwelling on Lot 2 Marsh Street, being some 100 metres from the subject land, has been established with a front setback of approximately 6 metres.

It is also noted that a residential outbuildings on Havelock Street both north and south of the intersection with Walker Street have been established setbacks well below the 10 metre requirement. An aerial photograph of the area is shown as attachment No 2.

Given existing development in the area has been established with front setbacks of less than 10 metres, it is the author's opinion that the development as submitted would be consistent with the orderly and proper planning of the area and would not have any adverse impact on the locality.

Conditional approval is therefore recommended.

### **Consultation**

- CEO – Aaron Cook
- Mr Colin Bastow – Director Corporate and Community Services
- Applicant

### **Statutory Environment**

The application is to be determined in accordance with the requirements of Town Planning Scheme No 2 relating to the Rural-Residential zone as detailed in the comment section above.

### **Policy Implications**

Nil

### **Financial Implications**

Payment of the required application fee of \$1,120 was pending at the time of writing this report.

## Strategic Implications

It could be considered that by approving the application as submitted, Council will be setting a precedent for future development within the Rural-Residential Zone. However this precedent already exists given the existing development in the area.

## Voting Requirements

Simple Majority

### **COUNCIL RESOLUTION 0415.039/ Officer's Recommendation**

**Moved Cr Bartron**

**Seconded Cr Kain**

That Council:

Subject to payment of the required application fee, approve the proposed Dwelling on Lot 320 Argus Street subject to compliance with the following conditions:

1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of The Town.
2. All stormwater and drainage run off to be contained on site to the specification and satisfaction of the Town of Narrogin; *or connected to a Council stormwater legal point of discharge*
3. Vehicle crossovers servicing the property are to be designed and constructed to the satisfaction and specifications of The Town.
4. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to The Town, is granted by it in writing.

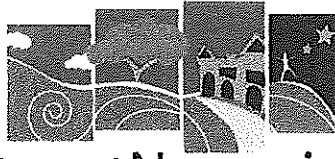
#### *Advice to Applicant:*

1. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
2. Further to condition No 2 above, the applicant is encouraged to consider connecting the roof of the proposed outbuilding to an appropriate size rainwater storage tank to limit the impact of stormwater.
3. Further to condition No 3 above, the applicant is advised that an application for crossover must be completed, lodged with and approved by the Town of Narrogin prior to the construction of a crossover to the property.

**CARRIED 6/0**



Town of Narrogin  
**RECEIVED**  
 Directed to Brian / Torre  
 08 APR 2015  
 Ref No. 18A155475  
 Property File A105250  
 Subject File \_\_\_\_\_  
 C-Point No. \_\_\_\_\_



Town of **Narrogin**

**TOWN PLANNING SCHEME NO. 2  
 DISTRICT SCHEME**

**APPLICATION FOR PLANNING CONSENT**

I/We Bradley James Melchiorre  
 (Full Name of Applicant)  
 of 127 Narrakine Road Narrogin Postcode 6322  
 (Address for Correspondence)

hereby apply for planning consent to:

105250

- (1) use the land described hereunder for the purpose of  
Build a House
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: \_\_\_\_\_

The approximate cost of the proposed development is: \$ 350,000.

The estimated time of completion is: 18 months

The approximate number of persons to be housed/ employed when the development is completed is: 2

**TITLES OFFICE DESCRIPTION OF LAND**

**LOCALITY PLAN**

(Indicate distance to nearest intersecting street)

HOUSE NO: \_\_\_\_\_ STREET: Walker Street

LOT NO: 320 PLAN OR DIAG: 222893

LOCATION NO: \_\_\_\_\_

CERTIFICATE OF TITLE: VOLUME: 1134 FOLIO: 46

**LOT DIMENSIONS**

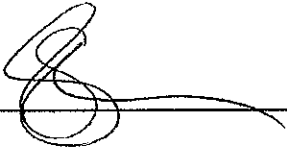
SITE AREA: 1.38 acres square metres

FRONTAGE: 100 metres

DEPTH: 75 metres

**AUTHORITY**

SIGNATURE OF APPLICANT: \_\_\_\_\_

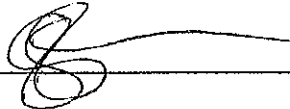


DATE: 2.4.15

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.

NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER: \_\_\_\_\_



DATE: 2.4.15

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION OUTLINED BELOW.

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

- (a) indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- (b) indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- (c) indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
- (d) indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- (e) indicate site contours and details of any proposed alteration to the natural contour of the area;
- (f) indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- (g) indicate site dimensions and be to metric scale.

**FOR OFFICE USE ONLY**

File Reference: \_\_\_\_\_

Application Number: \_\_\_\_\_

Date Received: \_\_\_\_\_

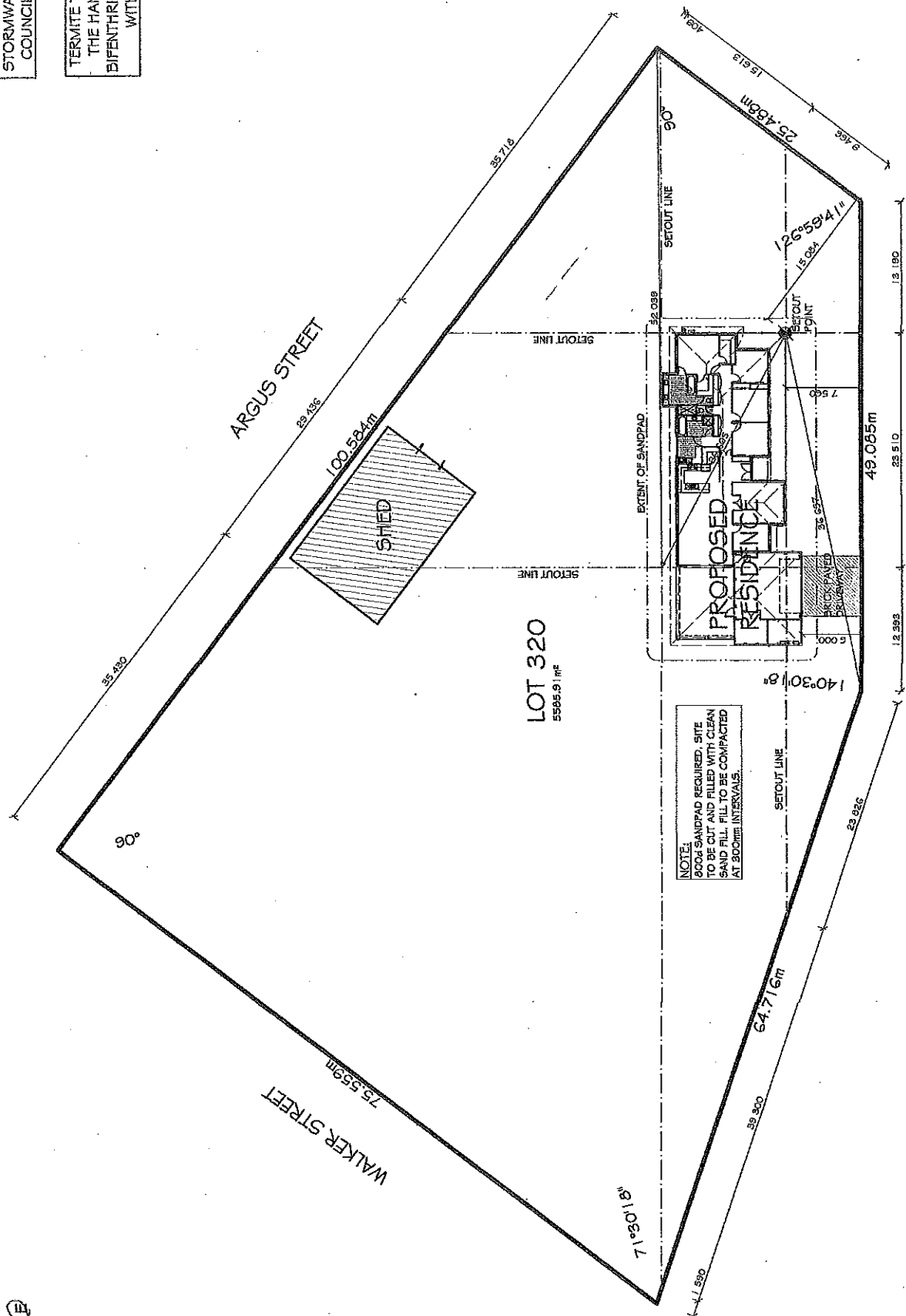
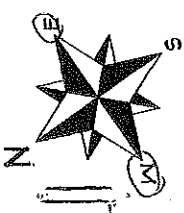
Date of Approval / Refusal: \_\_\_\_\_

Date of Notice of Decision: \_\_\_\_\_

STORMWATER DRAINAGE TO COUNCIL REQUIREMENTS.

TERMITE TREATMENT TO BE THE HAND SPRAYING OF BIFENTHRIN IN ACCORDANCE WITH A5.3660.1

Figure 2



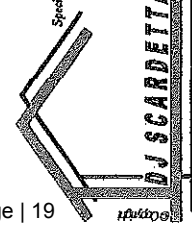
HAVELOCK STREET

SITE PLAN				
DESIGN:	DS	JOB NO:	DJ 327/15	
DRAWN:	DS	ISSUE:	WD	
DATE:	12/03/2015	SHEET	1... OF ...	
SCALE:	1:400			

PROPOSED RESIDENCE FOR:  
**B Melchiorre & L Hinkley**  
**Lot 320 WALKER STREET,**  
**NARROGIN, WA 6312**

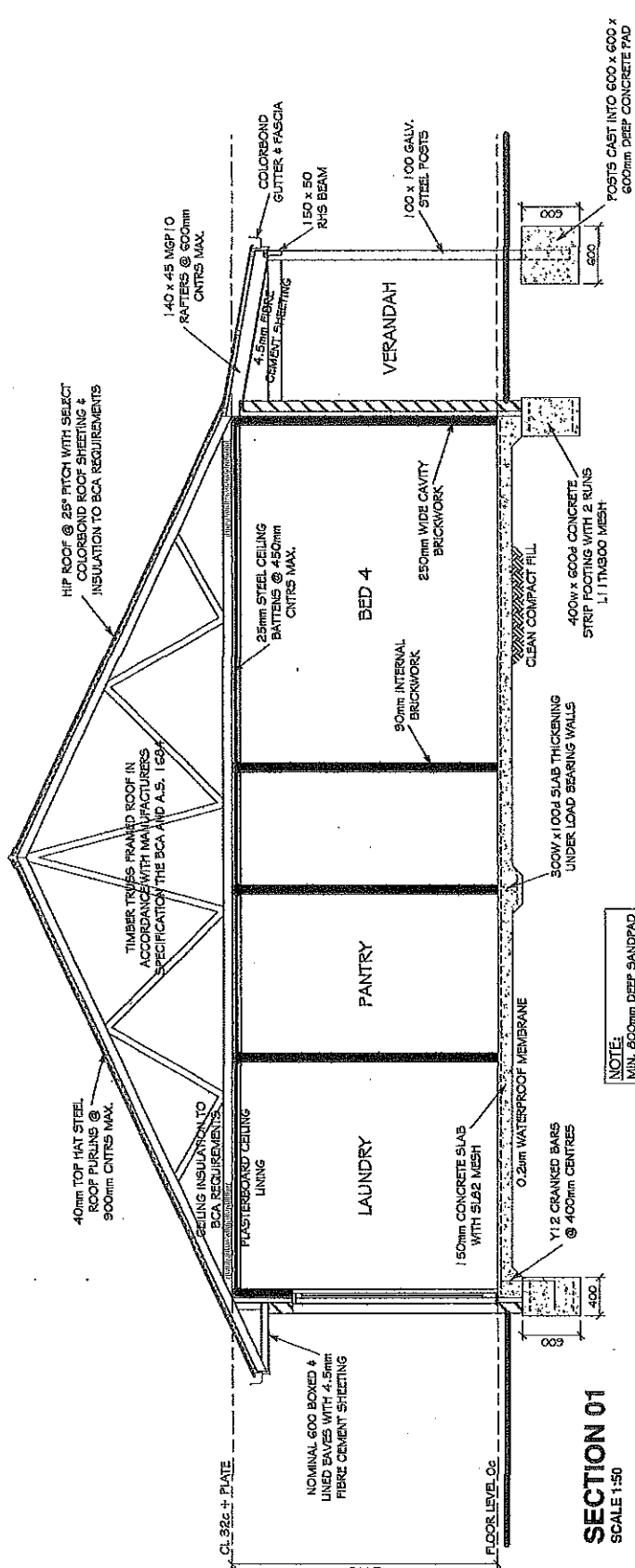
AREAS:	
HOUSE	220.374m <sup>2</sup>
GARAGE / STORE	63.294m <sup>2</sup>
ALFRESCO	41.472m <sup>2</sup>
PORCH / VERANDAH	32.202m <sup>2</sup>
<b>TOTAL AREA</b>	<b>357.342m<sup>2</sup></b>

Specialising in Residential and Light Design and Documentation,  
 and Residential Additions  
 Mobile: 087 043 709  
 Email: djscarde@djscarde.com.au









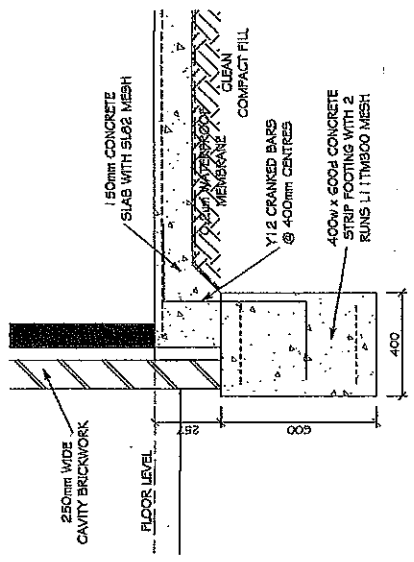
**SECTION 01**  
SCALE 1:50

**GENERAL NOTES:**

- ALL DIMENSIONS IN MILLIMETRES. DO NOT SCALE OFF DRAWINGS. CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION AND REPORT ANY DISCREPANCY TO THE DESIGNER AND BUILDER FOR CLARIFICATION.
- EXTERNAL WALLS CONSISTS OF 250mm WIDE CAVITY BRICK. CONST. UNLESS NOTED OTHERWISE. 110mm EXTERNAL LEAF & 90mm INTERNAL LEAF. ALL INTERNAL WALLS ARE PLASTERED UNLESS NOTED OTHERWISE.
- ALL EXPOSED STEELWORK TO BE TREATED AGAINST CORROSION.
- BUILDING METHODS AND MATERIALS SHALL COMPLY WITH THE BCA, SAA CODES, LOCAL AUTHORITY AND STATUTORY REGULATIONS, ENGINEERS DETAILS AND SPECIFICATION, AND MANUFACTURING SPECIFICATION.
- STORMWATER SHALL BE VIA 100 x 50 METAL DOWNPIPES AS INDICATED ON THE DRAWINGS. THE POSITION OF DOWNPIPES MAY VARY ON SITE AVOID CONFLICT WITH PLUMBING, GAS AND ELECTRICAL SERVICES AND FIXTURES AND STRUCTURAL COMPONENTS.
- STORMWATER SHALL BE DIRECTED AWAY FROM THE BUILDING PAD AREA VIA 900 PVC STORMWATER PIPE TO COUNCIL REQUIREMENTS PROVIDED THAT NO STORMWATER SHALL BE ALLOWED TO DISCHARGE OR COLLECT NEAR THE FOOTINGS OR SLAB AREA AND SHALL NOT DISCHARGE ONTO NEIGHBOURING PROPERTIES.
- ALTERNATIVE TIMBER OR STEEL ROOF TRUSS DESIGNERS TO SUPPLY RELEVANT SPECIFICATION.
- OWNER TO LAISE WITH ELECTRICIAN FOR PREFERRED ELECTRICAL LAYOUT.

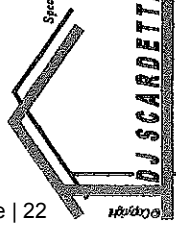
**NOTE:**  
MIN. 600mm DEEP SANDPAD TAKEN MIN. 1000mm PAST EXTERNAL WALLS

**NOTE:**  
FINISHED GROUND LEVELS TO HAVE MIN. 50mm FALL EVERY 1000mm AWAY FROM BUILDING TO FLAT BOTTOMED DRAIN WITH MIN. 1:70 FALL



**STRIP FOOTING DETAIL**  
SCALE 1:20

*Specialising in Residential and Up to Design and Documentation and Residential Additions*  
Mobile 082 083 109  
Email: [bjcardetta@bjcardetta.com.au](mailto:bjcardetta@bjcardetta.com.au)



**BJ CARDETTA DRAFTING & DESIGN**

**PROPOSED RESIDENCE FOR:**  
**B Melchiorre & L Hinkley**  
**Lot 320 WALKER STREET,**  
**NARROGIN, WA 6312**

SECTION & DETAILS			
DESIGN:	DS	JOB NO:	DJ 327/15
DRAWN:	DS	ISSUE:	WD
DATE:	12/03/2015	SHEET 4. OF 4.	
SCALE:	1:50/1:20		



## **10.1.034 POTENTIAL ROAD CLOSURE – PORTION OF ARGUS STREET, NARROGIN**

<b>File Reference:</b>	28.7.2
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Not Applicable
<b>Previous Item Nos:</b>	Item No 10.1.351 – 28 October 2014
<b>Date:</b>	9 April 2015
<b>Author:</b>	Brian Robinson, Director Technical & Environmental Services

### **Attachments**

- Location Plan identifying the subject portion of Argus Street
- Plans demonstrating potential for closure and disposal of Part Argus Street.
- Correspondence from previous owners of Lot 321 – Kerrie and Colin Page.

### **Summary**

Council is requested to consider whether to proceed with the potential closure of portion of Argus Street having regard to the comments received from the adjacent landowners.

### **Background**

Argus Street road reserve extends from Havelock Street in the south to Doney Street in the north. North of Palmer Street, Argus Street is constructed as single continuous bitumen road.

However south of Palmer Street between Lots 320 and Lot 321 a 45 metre portion of the reserve is of gravel construction, effectively being used as a private driveway by Lot 321 to the east. The balance of the reserve is unconstructed.

At its meeting held on the 28 October 2014 Council was requested to consider an application for development on Lot 320. As part of that item Council was also requested to give consideration to the potential for closure and disposal of the subject portion of Argus Street road reserve given that the road reserve appeared to be in excess of Council's public road requirements.

In respect of this, Council resolved the following:

1. Request the Chief Executive Officer to forward correspondence to the owners of Lot 320 Argus Street and 85 Walker Street to confirm any interest that they may have in acquiring the portion of Argus Street abutting their property.
2. Await a further report on the potential closure of the identified portion of the Argus Street road reserve.

Comments have now been received from both landowners. Whilst the owner of Lot 320 has indicated that they would support the closure and would be prepared to acquire 50% of the road reserve, the owner of Lot 321 has objected to the closure.

Council is now requested to determine whether it wishes to proceed with the closure having regard to the comments received.

### **Comment**

The formal construction of this section of Argus Street to connect with the northern constructed section of the road is highly unlikely given the existing creek lines and drainage issues in the area. This section of Argus Street is therefore not required for road access other than to the adjacent landholdings.



The following is a summary of the submission received from the owner of Lot 321 objecting to the proposed closure:

- *I am the owner of Lots 321 and 322 Argus Street, with the road reserve running on the western boundary of Lot 321.*
- *This road reserve has been cared for by my family for the past 40 years and has been essential in the entry to both my home and Lot 322.*
- *I wish for the road reserve to remain as is.*
- *My family approached the Town of Narrogin – Ray Green asking if the land could be purchased, and we were told to use the land as our own. This included fencing, ensuring firebreaks were maintained, seasonal burning and general upkeep of the land. For 40 years we have maintained this land without requesting compensation from the Council for these actions annually.*
- *This road reserve holds the floodway servicing the dam on Lot 321. Water from this dam is relied on heavily for stock.*
- *I am also asking that the Town of Narrogin will take into consideration that in the event Lot 322 is sold separately the only entry into Lot 322 is by way of this road reserve. Selling of this land would lock in the rear property with no practical access to it by vehicle.*
- *The rear location (Lot 322) has been land locked by properties either side, thus requiring access and egress by this road reserve. There will be a requirement to enable access to emergency services (DFES, Bush Fire & other emergency services) in the event that I, or neighbouring properties, have the need for emergency services.*
- *I wish to ask for the Town of Narrogin to leave the road reserve as is.*
- *I request that I continue as caretaker of this land, and have it finalized in writing till such time as I am no longer the owner of the adjoining property.*

The owner of Lot 321 has also provided correspondence from the previous owners of the land that confirms arrangements that were entered into with the Town of Narrogin. A copy of that correspondence is shown as attachment No 3.

To assist Council in determining this matter, the following comments are offered:

#### Land Tenure

Argus Street is a road reserve, vested with The Crown under the care and management of the Town of Narrogin.

#### Public Thoroughfare

Unless a road reserve is the subject of a lease, vested road reserves are open to the public and may be lawfully used by any member of the public to traverse the land, whether on foot or by vehicle.

#### Current Use

Inspection of the road reserve confirms that the owners of Lot 320 have placed a gateway entrance to this section of Argus Street abutting their southern boundary.

Whilst the infrastructure installed does not prevent members of the public from accessing the land, the improvements give the appearance that the road reserve forms part of Lot 320, thus discouraging public access.

According to the correspondence received, this arrangement was put in place many years ago after consulting with the Town, most particularly Mr Ray Green.

Although the author of this report does not question the owner's statement, a search of Council records has not located any decision of Council or formal agreement being entered into.

### Liability

Members of the public are entitled to access the subject portion of Argus Street being a gazetted road reserve. In the absence of a formal lease agreement, the Town of Narrogin is solely and legally responsible for the care and control of the road including any liability arising from management of the area.

Town of Narrogin staff have undertaken little or no maintenance on this section of Argus Street over many years. The author considers that this largely due to the reserve appearing to be annexed into the adjacent property.

### Power to Lease

In accordance with section 57 of the Land Administration Act, the Minister for land may:-

- (a) *grant a lease in respect of land above or below a road; or*
- (b) *with the consent of the relevant local government, the Commission of Main Roads, or the Minister responsible for the administration of the Public Works Act 1902, as the case requires, grant a lease in respect of land comprising a road, if*
  - i. *there are structures above the road; or*
  - ii. *the purpose of that lease is consistent with the use of the road by the public...*

Should Council wish to permit the owners of Lot 321 continued use of the road reserve, the Minister for Lands approval to a formal lease over the area is required.

### Road Access for Lot 322

The comments received from the owner of Lot 321 are noted in respect of potential future access to Lot 322 to the east of Lot 321.

Currently Lot 322 is land locked. Whilst the property has frontage to Walker Street road reserve, this road reserve contains a significant level of vegetation with portions containing a stream reserve. For these reasons it is highly unlikely that Walker Street will ever be constructed.

It must however be acknowledged that Lot 322 does not front Argus Street and therefore has no right of access to the street. This would however change if the current boundary between Lots 321 and 322 were modified to physically connect Lot 322 with Argus Street.

### Emergency Management

The owner of Lot 321 has also raised concern that closure of the road will impact on emergency management.

Should Council proceed with the proposed closure, consultation with emergency and other service authorities will be required as part of a formal advertising period.

From the submissions received, only one of the two landowners support the closure and disposal of the road reserve. Given this, the options available to Council are:

- i) Proceed with a modified closure, ensuring that Lot 321 retains legal frontage to Argus Street (i.e. retaining the reserve for 20 metres abutting Lot 321). The closed road would then be offered to the owner of Lot 320 to the west.

- ii) Not proceed with any closure of the road and given the history of this parcel of land and its management, request the Minister for Lands to approve the leasing of the subject road reserve to the owners of Lot 322.
- iii) Not proceed with any closure and require the owner of Lot 322 to remove/relocate any physical improvements installed within the Argus Street road reserve.

Having regard to the history of the land and its management, it is recommended that Council seek the Minister for Lands approval to formally lease the subject section of road reserve. Such a lease would grant the owners of Lot 321 with exclusive use rights over the land and address the Town's ongoing maintenance liability.

### **Consultation**

- Owners of Lot 320 and 321 Argus Street, Narrogin
- Aaron Cook – Chief Executive Officer
- Mr Colin Bastow – Director Corporate and Community Services

### **Statutory Environment**

In accordance with section 55(2) of the Land Administration Act, the Town of Narrogin has the care, control and management of a road, with the exception of major roads or highways proclaimed under Part 4 of the Main Roads Act 1930.

### **Policy Implications**

Nil

### **Financial Implications**

Nil.

### **Strategic Implications**

Notwithstanding whether Council proceeds with a road closure, there is an obligation on Council to ensure that allocated street addresses result in the properties being easily identifiable to emergency service and other service agencies. A further report on this matter will be prepared for Council consideration in the near future.

### **Voting Requirements**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council:

1. Not proceed with the potential partial closure of Argus Street, Narrogin
2. Having regard to the history of this parcel of this portion of Argus Street and its management, request the Minister for Lands to approve the leasing of the subject road reserve to the owners of Lot 322.

**COUNCIL RESOLUTION 0415.040**

**Moved Cr McKenzie**

**Seconded Cr Ward**

That Council:

1. Not proceed with the potential partial closure of Argus Street, Narrogin
2. Having regard to the history of this parcel of this portion of Argus Street and its management, request the Minister for Lands to approve the leasing of the subject road reserve to the owners of Lot 321.

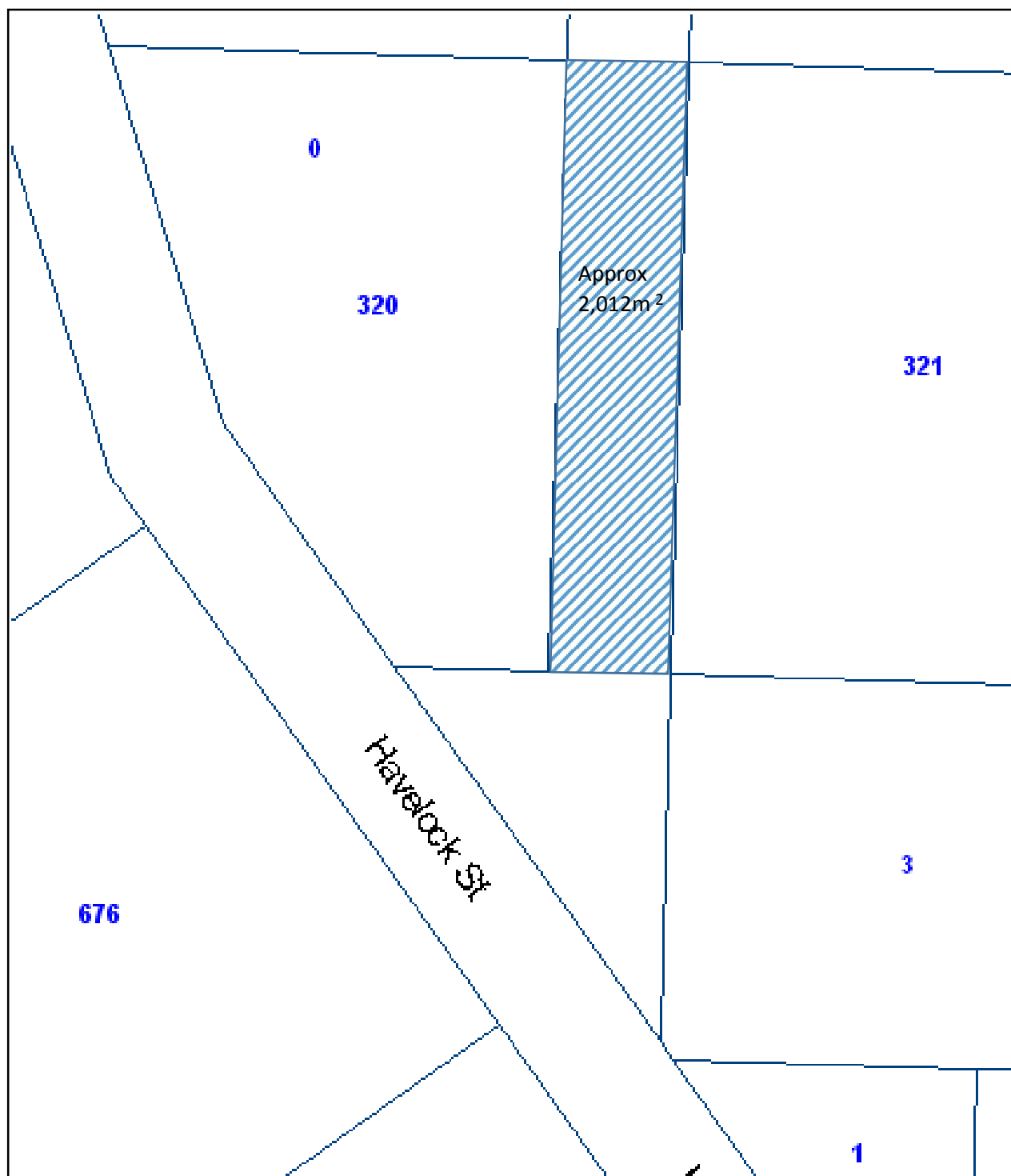
**CARRIED 6/0**


Please note: Resolution amended to correct typographical error to Lot 321.

Please note: Move and Seconder approved the amendment.



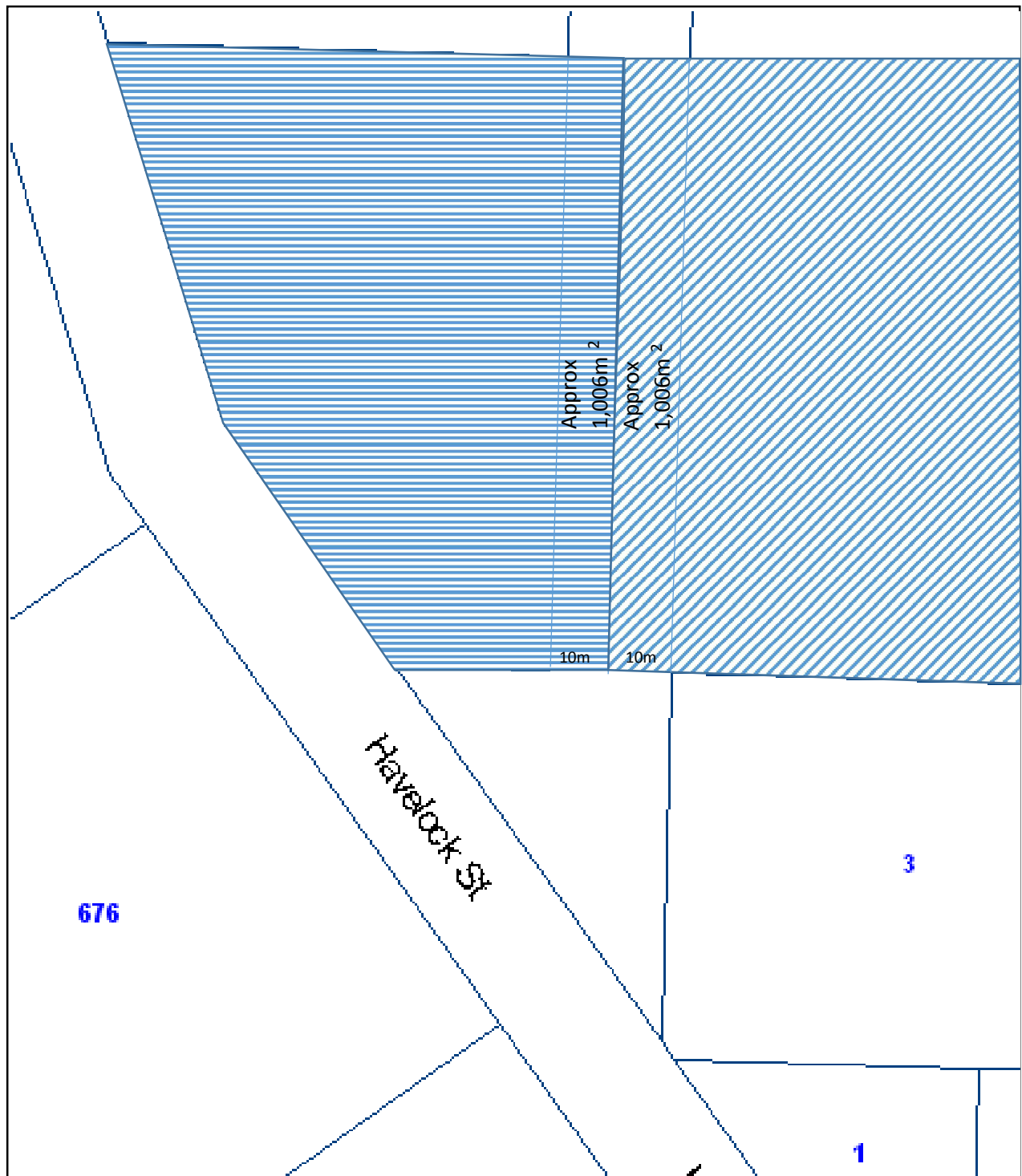
## POTENTIAL ROAD CLOSURE – PART ARGUS STREET





 Area of potential road closure

Note: Area stated is estimate only and is yet to be confirmed by survey.

# POTENTIAL DISPOSAL OPTION – PART ARGUS STREET



-  Revised Lot 321 Argus Street
-  Revised Lot 320 Argus Street

Note: Area stated is estimate only and is vet to be confirmed by survey.

To whom it may Concern

Town of Narrogin

When we first bought 89 Argus Street in 1975, there were some streets on the map that according to council would never be developed.

My husband and I spoke at length with the Council and offered to purchase the land that was known as Road Reserve.

We were given permission to fence the land, and were told that the steel posts would corrode before a road would be built through.

Council, specifically Ray GREEN, ensured us that if we went ahead and fenced the road reserve off, we would take responsibility of the land.

In the nineties, a councillor came to our place to inspect a spot for a street light. He told us to fence off the land which is on the corner of Havelock and Argus a small triangle and to use that as well.

We, had no problems with neighbours, or the Town Council.

Regards

Kerrie and Colin Page

*Please note, the document is not signed, as we are currently over East, and I have sent this electronically.*

*Please call on 0429 183 679 if you have further questions*



8:04pm — Cr Kain departed Chambers owing to proximity interest declared for the following item.

Please note: The following agenda item is being re-presented to Council given that a portion of the Officer's Recommendation was omitted from the Agenda presented 24 March 2015.

The item is being presented in full with additional comments in the respect of the need to revoke the 24 March decision regarding this matter.

### **10.1.035 PROPOSED PORTICO AND 14 BED DEMENTIA FACILITY – NO 50 FELSPAR STREET, NARROGIN**

**File Reference:** A316500, IPA155231 & DA19/14-15  
**Disclosure of Interest:** Nil  
**Applicant:** Narrogin Cottage Homes  
**Previous Item Nos:** Item No 10.1.731 – 22 May 2012  
Item No 10.1.732 – 22 May 2012  
Item No 10.1.020 – 24 March 2015  
**Date:** 9 April 2015  
**Author:** Brian Robinson, Director Technical & Environmental Services

#### **Attachments:**

- Copy of submitted application

#### **Summary**

Council is requested to further consider an application from Narrogin Cottage Homes seeking approval to a new entrance driveway, a portico roof and a 14 bed dementia accommodation unit, both of which are to be attached to the main Karinya Building.

Although this item was presented to Council's Ordinary Meeting 24 March 2015, it has subsequently been identified that portion of the officers recommendation was omitted from the agenda and therefore Council's resolution Further consideration of Council is required to ensure appropriate conditions of approval are imposed.

#### **Background**

Narrogin Cottage Homes/Karinya Hostel is established over Lots 7 and 8 located between Forrest Street and Felspar Street in the south western portion of the Narrogin Townsite. A variety of aged accommodation services and options are provided on the site as part of a comprehensive retirement village.

At its May 2012 meeting, Council was requested to consider a proposal for a new reception and substantial portico entry off Felspar Street. Council resolved not to support the application and advise the applicant that it was prepared to reduce the minimum setbacks to Felspar Street to 3.5 meters.

Also in May 2012, Council was requested to consider a 12 bed dementia-specific accommodation wing Council granted conditional approval to the construction of the 12 bed facility. This approval expired in May 2014.

Application has now been received for Council's planning consent to the construction of a new entrance portico/driveway and revised 14 bed 'secure dementia' specific accommodation extension to Karinya is also proposed.

Approval is being sought for a minor (1.2 metre) extension of the reception and the construction of a portico roof being 6.8m by 11.85 metres. Whilst supporting posts for the portico are proposed with a setback of 1.245m to the Felspar Street boundary, the roof is to be setback 2.74 metres.

In terms of the "Dementia Specific Wing", details provided indicate that the extension will be located immediately east of the main Karinya building and will comprise:

- 14 individual rooms, each with en-suites;
- Treatment and therapy Rooms;
- An activity room, including dining facilities;
- A nurses' station,
- Several storerooms; and
- Several associated gardens.

Plans submitted with the application demonstrate that the extension will be located off the north east corner of the main building, extending over an area currently containing residential units, a carport and an existing tenant's shed, all of which are to be demolished.

A copy of the submitted plans together with the supporting correspondence is shown attached.

### **Comment**

The provisions of Town Planning Scheme No 2 include the subject land within the "Other Residential" Zone. As identified by Table No 2 of the Scheme, an Aged Persons Village is a "P" use, that is a use that is permitted subject to compliance with development standards.

To assist Council in determining this application, the following comments are offered:

#### Reception and Portico

As stated in the background section, it is proposed to construct a 1.2 metre extension to the existing reception, which will then connect with a new portico adjacent to the existing building entrance off Felspar Street.

Plans submitted with the application detail that a new 6.8 meter by 11.85 meter roofed portico will be constructed with a 2.74 metre setback from the Felspar Street frontage.

As detailed in the Zoning and Development Table for the "Other Residential Zone", a front setback of 7.5 metres is normally required. Approval to the application therefore involves a relaxation of the applicable standards.

The previous proposal, considered by Council in May 2012, involved a more substantial extension of the reception area, reducing the front setback to 5 metres. If approved, the minor extension now proposed will be setback some 9.5 metres.

The May 2012 proposal included a substantial 10 metre wide, 6 metre tall portico roof with a nil setback to Felspar Street. Given the residential nature of Felspar Street, it was felt that such a structure with a nil setback would not be consistent with the existing amenity of the area.

In terms of the current design, it does not comply with the Council's May 2012 decision detailing a minimum setback of 3.5 metres setback. However, in the author's opinion, the revised roof design and setback will ensure that the structure will have minimal impact on the visual amenity of the area.

#### Portico Driveway

The submitted plans detail a one-way driveway system incorporating two drop-off bays and an ambulance bay to the east of the proposed portico. Covered walkways are proposed over the internal footpaths adjacent to these bays.

The current driveway design is similar to the 2012 proposal involving crossovers with significant angles to Felspar Street.

Industry standards, as endorsed by the Institute of Public Works Engineers Australasia, specify that crossovers should generally be constructed so as to be perpendicular to the road alignment. This ensures maximum sight lines and pedestrian safety.

A detailed search of the internet indicates that local government in Western Australia generally adopts the IPWEA standards. Some Local Authorities' adopted policy does however permit crossovers to have a maximum angle of 70°. The design as submitted details crossovers to be installed at approximately 45°. At this angle, access to the driveway by west bound traffic will be unnecessarily difficult.

Given the adopted standards have been developed on the basis of road and pedestrian safety, it is recommended that Council require modification of the proposed crossover/driveway design.

#### Dementia Accommodation Unit

As detailed in the background section of this report, it is proposed to construct the new 14 bedroom facility to the east of the main Karinya Building. This area currently contains a number of aged persons dwellings that are now ear-marked for demolition.

Given the location of the proposed Dementia Unit, the proposed development complies with all setback requirements prescribed by the Scheme.

Parking requirements for a nursing home component of a retirement village are calculated at a rate of 1 car bay per 5 beds. With 14 beds to be provided, a maximum of 3 car bays would normally be required. However, in this case it is considered that the existing parking area to the west of the administration building provides more than ample parking for the proposed use.

It is recommended that this parking area should be formally marked out in accordance with the standards prescribed in 3.4.1 and the design details provided in appendix IV of Town Planning Scheme No 2.

#### **Consultation:**

Chief Executive Officer

#### **Statutory Environment:**

Applications for planning consent are determined by Council in accordance with Part VI of Town Planning Scheme No 2. As prescribed in clause 6.4 of

The Scheme, in considering an application for planning consent, Council is obliged to take into account various matters, including the requirements of The Scheme.

The application as submitted complies with all Scheme requirements, with the exception of the requirement for development to comply with a 7.5 metre setback.

In accordance with clause 6.2.1 of The Scheme, where an application for development does not comply with a standard or requirements of The Scheme, Council may still approve that application, provided that Council is satisfied that:

- (i) *approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*

- (ii) *the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the future development of the locality; and*
- (iii) *the spirit and purpose of the requirements or standards will not unreasonably be departed from thereby.*

In this case, the subject land is located within a residential area where a front setback of 7.5 metres is usually required. For residential development, this setback can however be varied by up to 50% under the Residential Design Codes of Western Australia, provided that the average setback is maintained.

A relaxation of the front setback as proposed would therefore, in the author's opinion, be consistent with the likely future amenity of the area.

Council may revoke or change a previous decision of Council in accordance with Section 5.25(1)(e) of the Local Government Act and section 10 of the Local Government (Administration) Regulations 1996. In order to successfully revoke a previous motion, Council will require a mover and two other members to support the new amended motion.

**Policy Implications:**

Nil

**Financial Implications:**

The required application fee of \$6,583.00 has been paid in accordance with the Town of Narrogin's adopted 2014/15 annual budget.

**Strategic Implications:**

Karinya and Narrogin Cottage Homes provide an important opportunity for various forms of aged accommodation within the Narrogin community. The establishment of a Dementia-specific accommodation wing, the range of accommodation and available level of care will be further increased.

**Voting Requirements:**

Absolute Majority for revocation Recommendation 1, and subject to its passing Simple Majority for Recommendation 2.

**COUNCIL RESOLUTION 0415.041/ Officer's Recommendation 1**

**Moved Cr Paternoster**

**Seconded Cr Ward  
Supported Cr McKenzie**

That Council:

Revoke resolution 0315.025 relating to the proposed reception extension, portico and associated driveway (including covered walkways) and 14 bed dementia extension to Karinya at No 50 (Lot 7) Felspar Street, Narrogin.

**CARRIED 5/0  
ABSOLUTE MAJORITY**

**COUNCIL RESOLUTION 0415.042/ Officer's Recommendation 2**

**Moved Cr Paternoster**

**Seconded Cr Ward**

That Council:

Grant approval to the proposed reception extension, portico and associated driveway (including covered walkways) and 14 bed dementia extension to Karinya at No 50 (Lot 7) Felspar Street, Narrogin subject to compliance with the following conditions:

1. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.
2. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
3. Notwithstanding condition No 1 above, prior to commencement of the development hereby approved, the plan submitted with the application shall be modified to provide for the two crossovers to Felspar Street having a maximum angle of 70° to the road carriageway to the satisfaction of the Town of Narrogin.
4. The existing landscaping being upgraded to the Town of Narrogin's satisfaction within 60 days of the practical completion of the development hereby approved. Such landscaping is to be fully reticulated.
5. The proposed development being connected to the Sewer (including any existing buildings)
6. Stormwater associated with the development hereby approved shall be contained on site, or disposed of in a manner acceptable to the Town of Narrogin.
7. A detailed design being prepared to the satisfaction of the Town of Narrogin for the existing car parking area at No 56 Felspar Street identifying vehicle access ways and parking bays in accordance with the requirements of Town Planning Scheme No 2. The approved design shall be marked and from then on maintained to the satisfaction of Council.

Advice to Applicant:

1. The applicant is advised that any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
2. In order to minimise the potential impact of additional stormwater run-off being generated by the proposed development, the applicant is requested to consider connecting the proposed development to rainwater collection tanks, having a desirable capacity of not less than 92,000 litres per 120m<sup>2</sup> of roof space.
3. The applicant is encouraged to consider utilising water from the rainwater tank(s) identified in advice note No 3 above for non-potable purposes including the flushing of toilets and garden requirements.

**CARRIED 5/0**

# Narrogin Cottage Homes **KARINYA**

Phone: 08 9881 1677  
Fax: 08 9881 1353  
Email: [reception@nch.org.au](mailto:reception@nch.org.au)  
Incorporation No A0620041Z

ABN: 27 465 964 008  
PO Box 394  
50 Felspar Street  
Narrogin WA 6312  
Charitable Licence No : 17907

Robert W Maxwell  
Chairman  
Julie C Christensen  
Chief Executive Officer

24<sup>th</sup> February 2015

Town of Narrogin  
Mr Brian Robinson  
Director of Technical and Environmental Service  
PO Box 188  
Narrogin WA 6312

Town of Narrogin Council	
Directed to	Brian
Ref No.	26 FEB 2015 JPA15231
Property File	<del>112</del> 316500
Subject File	
C-Point No	

**RE: Building Planning Consent,  
Secure Dementia Facility  
Narrogin Cottage Homes, 50 Felspar Street, Narrogin 6312**

Please find enclosed our application for Planning Approval for the above proposed construction.

Narrogin Cottage Homes has engaged Silver Thomas Hanley (Architects) to design a 14 bed extension to our existing residential infrastructure at Karinya.

Dementia is a complicated specialty field that will require input from various skilled consultants and final draft plans will be available with the building application. However we wish to keep Council informed of our intent and have a clear understanding of the proposal.

### Project

The construction of a 14 bed, secure dementia extension to "Karinya" in Narrogin. Extension to contain kitchen, dining area, lounge, 14 individual rooms with ensuites, therapy room, activity room, nurses station, store room and treatment room with a unobtrusive/secure enclosed garden/ walk area.

The outcome of the project is to provide a specialist facility for the Southern Wheatbelt community in which they may place their loved ones when dementia care can no longer be provided effectively at home or when respite services are needed to compliment 'at home' care.

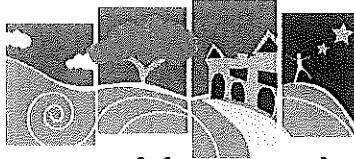
This development supports the provision and maintenance of emotional and physical contact between those requiring the residential/ respite care and their family/ community support base. It eliminates the impediment of travel to quality dementia care and supports the provision of qualified and appropriately training staff in a rural setting to support those with dementia needs to remain in their own communities.

Narrogin Cottage Homes thanks the Council in advance for their planning approval with regards this application,

Yours Sincerely



Julie Christensen  
CEO



# Town of Narrogin

## TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

### APPLICATION FOR PLANNING CONSENT

I/We NARROGIN COTTAGE HOMES (INC)  
(Full Name of Applicant)

of 50 Felspar St Narrogin WA. Postcode 6312  
(Address for Correspondence)

(P.O Box 394 Narrogin WA 6312)  
hereby apply for planning consent to:

(1) use the land described hereunder for the purpose of

Aged Care - Residential & Housing

(2)

erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: Aged Care - Residential  
& Housing.

The approximate cost of the proposed development is: \$ 2,400,000 Building Works.

The estimated time of completion is: 24 months Q5 Dec 2014.

The approximate number of persons to be housed/ employed when the development is completed is: 14/ 12

#### TITLES OFFICE DESCRIPTION OF LAND

##### LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 50 STREET: Felspar Street

LOT NO: 643 PLAN OR DIAG: 68397.

LOCATION NO: NARROGIN

CERTIFICATE OF TITLE: VOLUME: 2097 FOLIO: 770

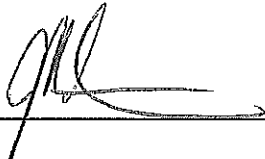
##### LOT DIMENSIONS

SITE AREA: 2.1416 square metres ha

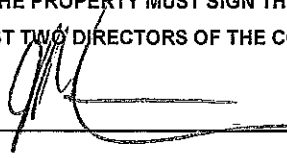
FRONTAGE: 194.58 metres

DEPTH: 130.92 metres

**AUTHORITY**

SIGNATURE OF APPLICANT:  DATE: 24/2/15

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.  
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER:  DATE: 24/2/15

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION OUTLINED BELOW.

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

- (a) indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- (b) indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- (c) indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
- (d) indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- (e) indicate site contours and details of any proposed alteration to the natural contour of the area;
- (f) indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- (g) indicate site dimensions and be to metric scale.

**FOR OFFICE USE ONLY**

File Reference: \_\_\_\_\_  
Application Number: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date of Approval / Refusal: \_\_\_\_\_  
Date of Notice of Decision: \_\_\_\_\_



Application G404890  
Volume 1539 Folio 847

WESTERN



AUSTRALIA

REGISTER BOOK  
VOL. 2097 FOL. 770

CROWN GRANT CONTAINS  
A TRUST

# CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 24th February, 1997

*John Platt*  
REGISTRAR OF TITLES

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

Page 1 (of 2 pages)  
VOL. 2097 FOL. 770

### ESTATE AND LAND REFERRED TO

Estate in fee simple in Narrogin Lots 639 to 643 (inclusive) and being Lot 1 the subject of Diagram 92457, delineated on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 12.19 metres.  
To be used and held solely for the purpose of "Aged Peoples Homes Site".

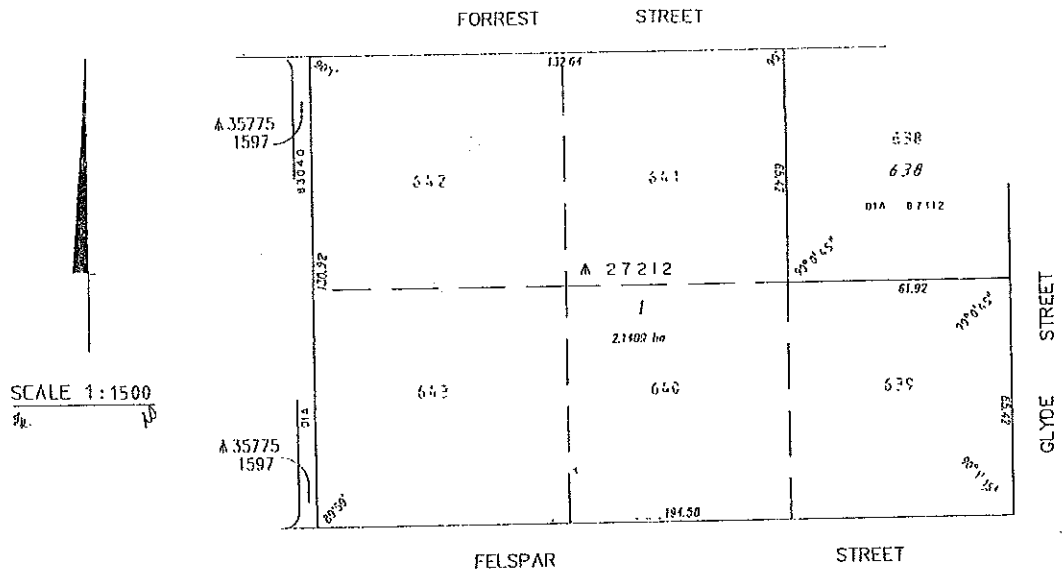
### FIRST SCHEDULE (continued overleaf)

Narrogin Cottage Homes Incorporated of Felspar Street, Narrogin.

### SECOND SCHEDULE (continued overleaf)8

NIL

### THIRD SCHEDULE



NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.



**Town of Narrogin**

PO Box 188  
NARROGIN WA 6312  
Ph: 08 9881 1944 Fax: 08 9881 3092  
Email: enquiries@narrogin.wa.gov.au  
Web: www.narrogin.wa.gov.au

**RECEIPT / TAX INVOICE**  
ABN 46 564 581 844

Narrogin Cottage Homes

Receipt Number: 19312  
Receipt Date: 25.02.15

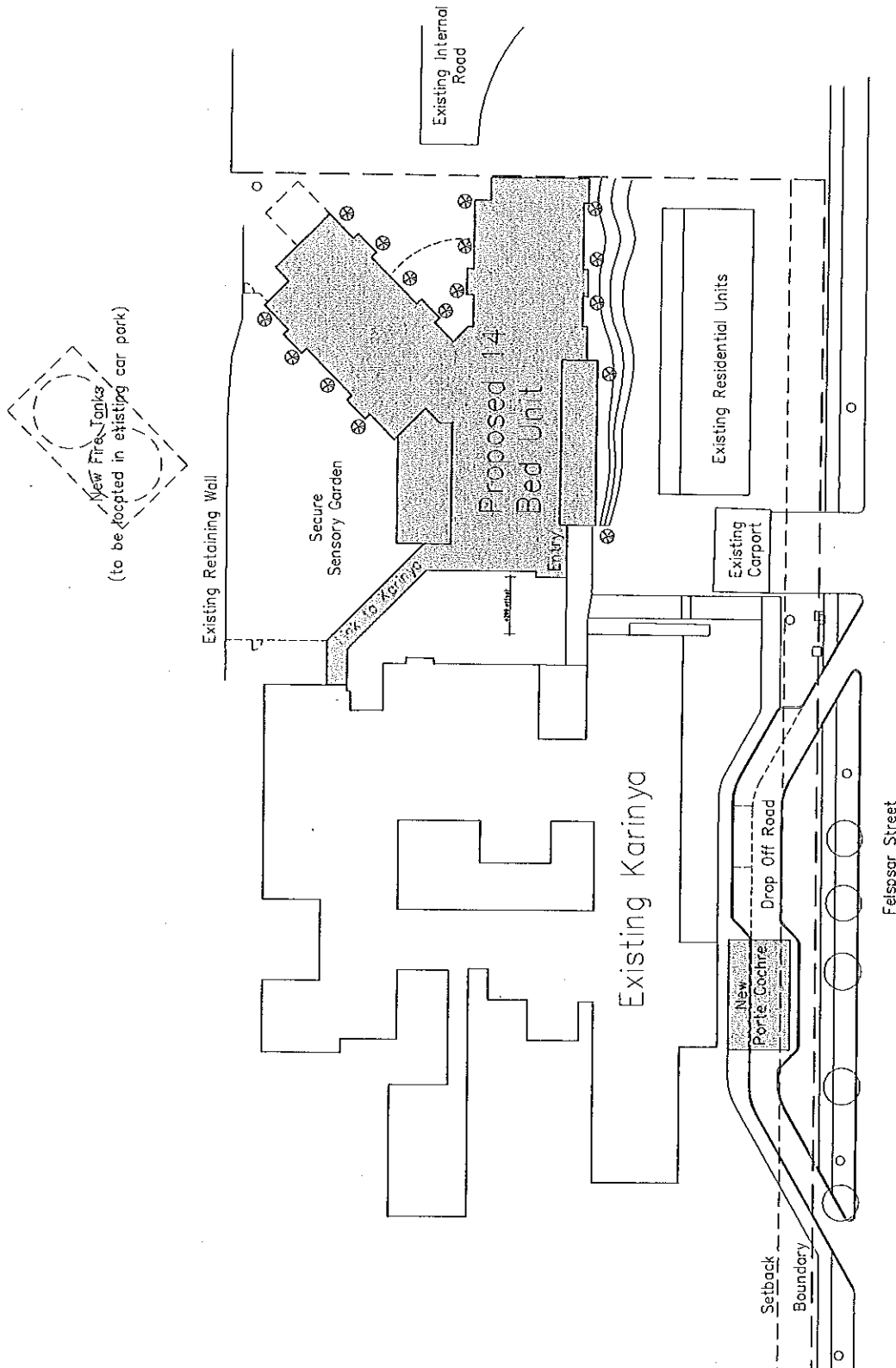
Receipt Type	Amount
Detail	
Miscellaneous	\$6,583.00
Planning Application Fees	
Narrogin Cottage Homes	
Account: 131006000	

\* GST Exclusive Charge \$6,583.00  
\* GST \$0.00

Cash	Cheque	Other
\$0.00	\$6,583.00	\$0.00

Total	\$6,583.00
Tendered	\$6,583.00
Change Given	\$0.00
Round Amount	\$0.00

*Thank you for your payment*

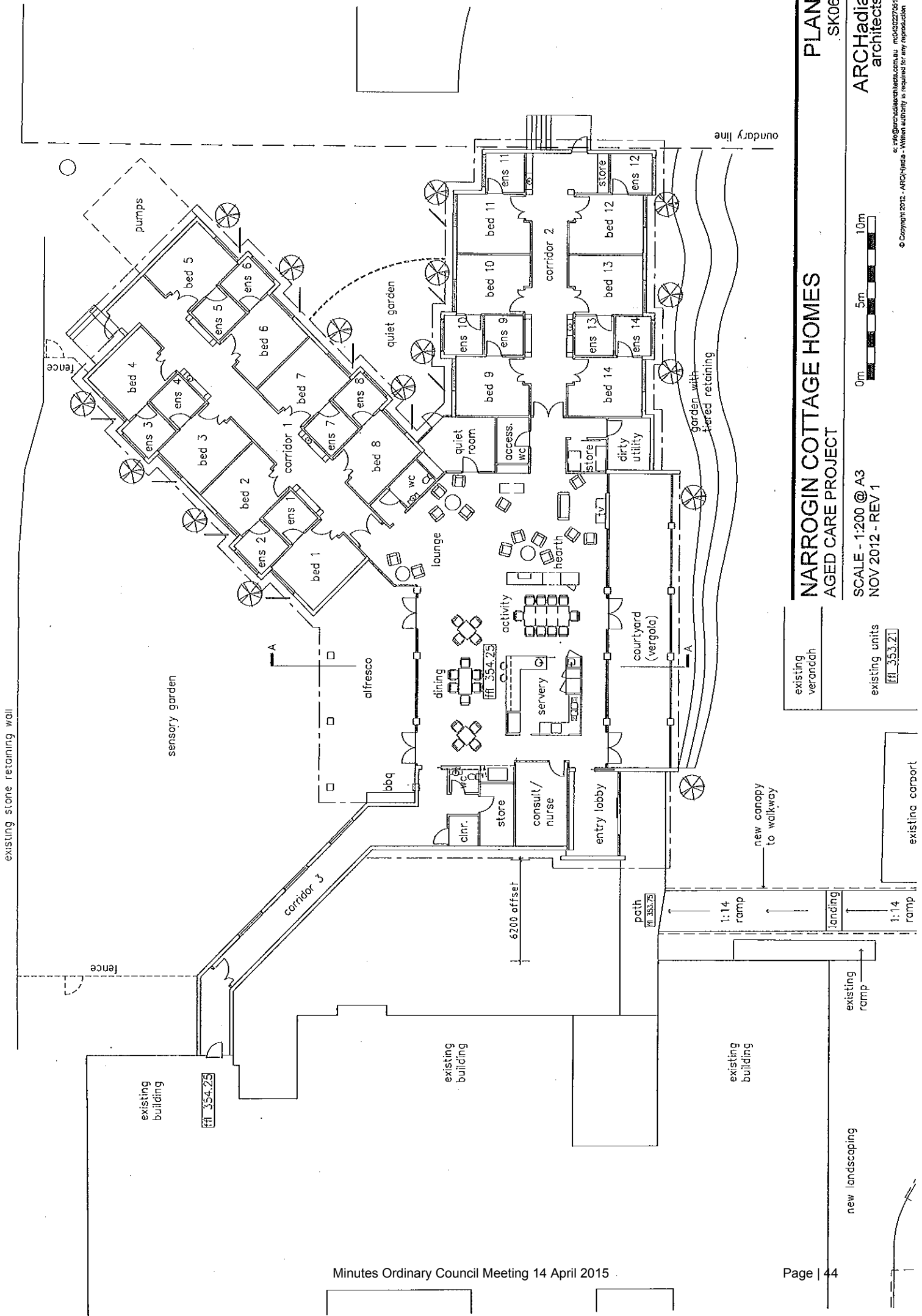


**NARROGIN COTTAGE HOMES**  
**AGED CARE PROJECT**  
**SITE PLAN**  
**SK05**

SCALE - 1:500 @ A3  
 NOV 2012 - REV 1

**ARCHADIA**  
 architects

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 e: info@archadiaarchitects.com.au p: 0840227051



**NARROGIN COTTAGE HOMES**  
AGED CARE PROJECT

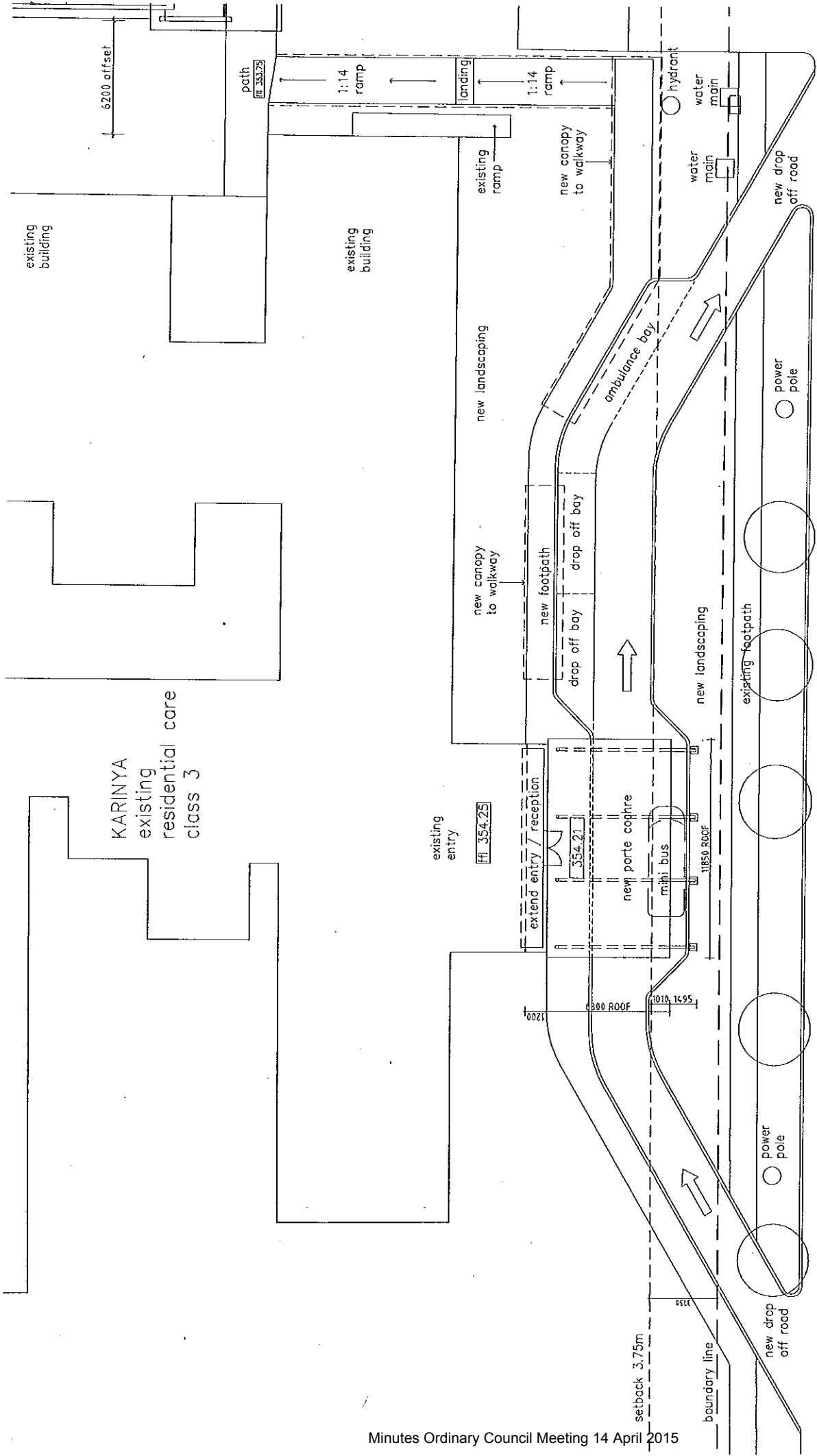
SCALE - 1:200 @ A3  
NOV 2012 - REV 1



e: info@archadiaarchitects.com.au, m:083227091  
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existing verandah  
existing units  
ff 353.21

new canopy to walkway  
existing ramp  
existing carport



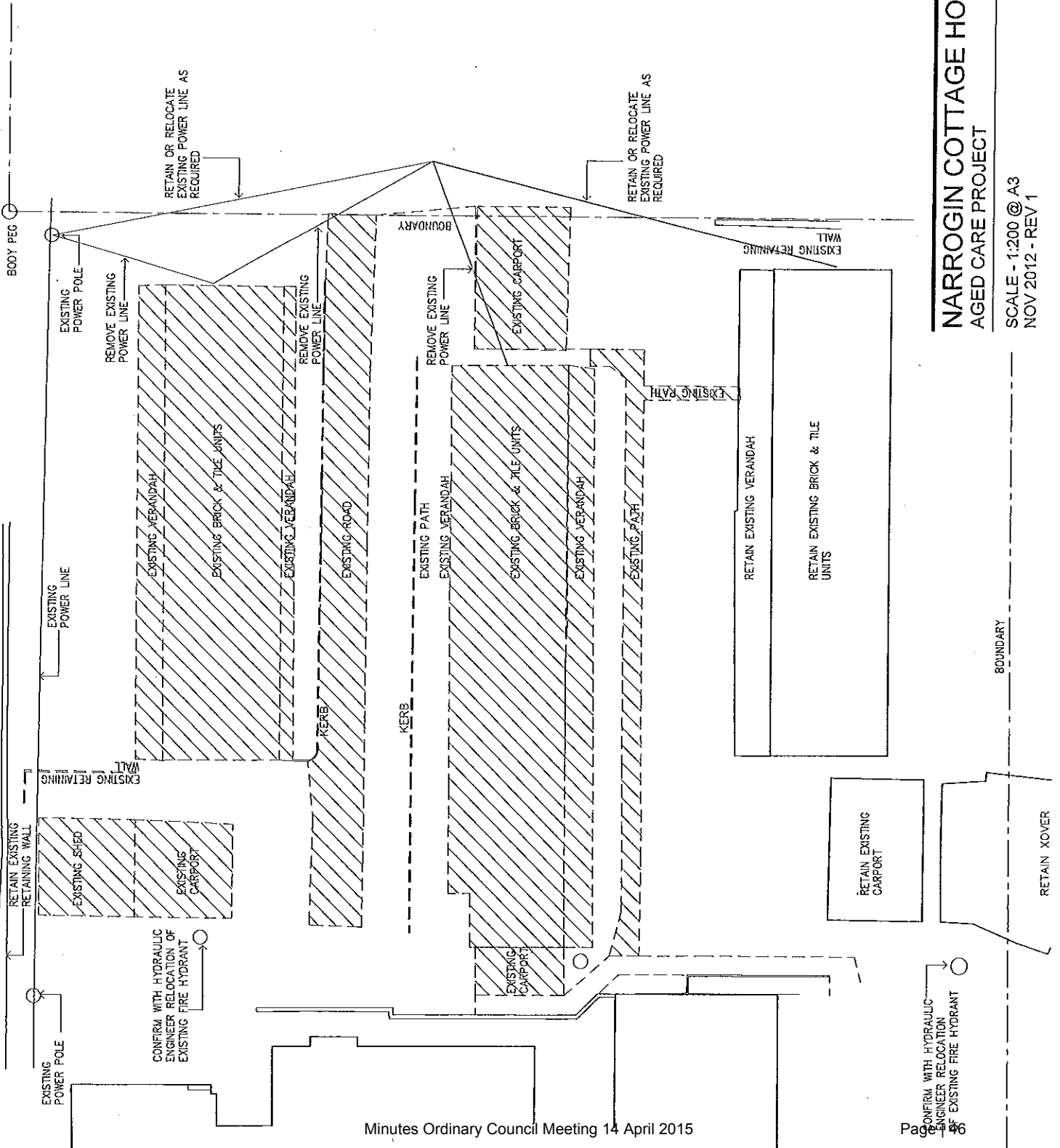
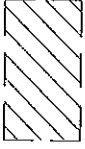
**NARROGIN COTTAGE HOMES**  
**AGED CARE PROJECT**  
**DROP OFF PLAN**  
 SK07

SCALE - 1:200 @ A3  
 NOV 2012 - REV 1

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STAGE 1 - DEMOLITION



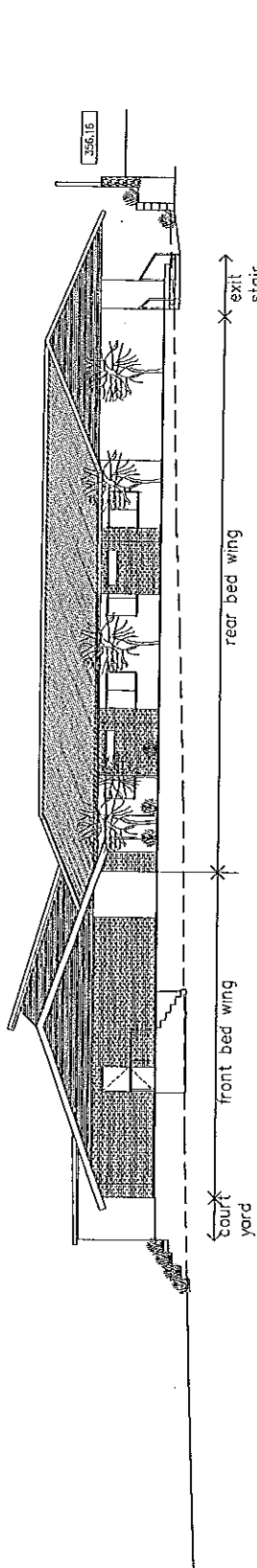
NARROGIN COTTAGE HOMES  
AGED CARE PROJECT

SCALE - 1:200 @ A3  
NOV 2012 - REV 1

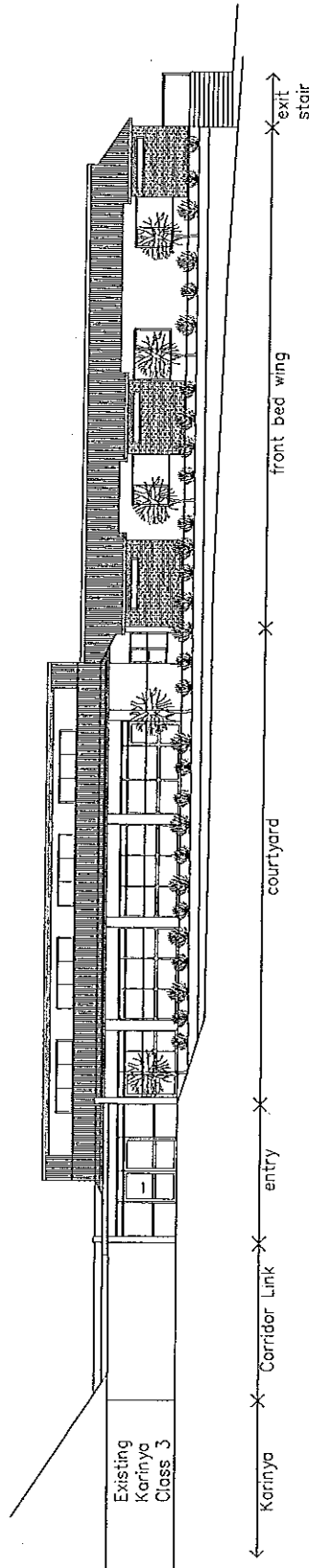
DEMOLITION  
SK08

ARCHADIA  
architects

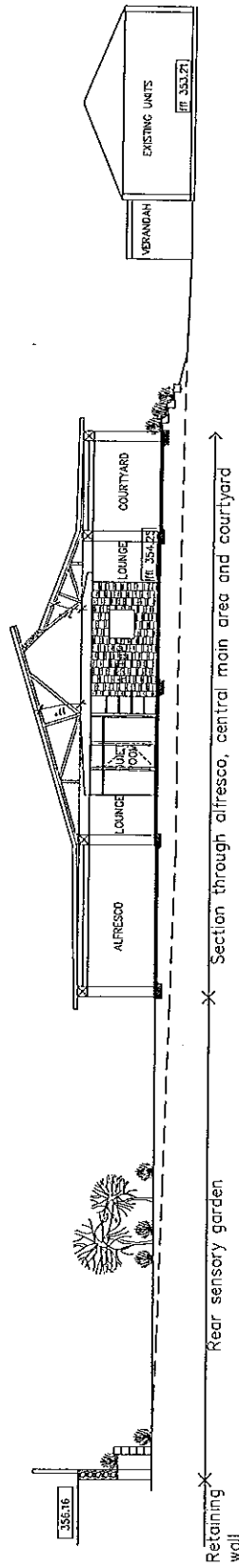
e: info@archadiaarchitects.com.au mob: 083227981  
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East Elevation



South Elevation



Section A-A

**NARROGIN COTTAGE HOMES** ELEVATION/SECTION  
**AGED CARE PROJECT** SK09

SCALE - 1:200 @ A3  
 NOV 2012 - REV 1



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 architects

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8:06pm — Cr Kain returned to Chambers

8:06pm — Cr Paternoster excused himself from the meeting

8.08pm — The CEO left the room briefly and returned 8.08pm

## **10.2 CORPORATE AND COMMUNITY SERVICES**

### **10.2.036 PUBLIC ART COMMISSION BRIEF**

**File Reference:** 26.38  
**Disclosure of Interest:** Nil  
**Applicant:** Not Applicable  
**Previous Item Nos:** 10.1.003  
**Date:** 9 April 2015  
**Author:** Susan Guy - Manager of Leisure and Culture

#### **Attachments**

- Town of Narrogin Public Art Commission Brief for Rebecca Cool

#### **Summary**

Council is requested to approve:

1. The attached Public Art Commission Brief provided to professional artist Rebecca Cool and;
2. The appointment of Ms Cool to undertake the Commission Brief and relax the purchasing policies on this occasion.

#### **Background**

The attached Public Art Commission Brief was developed following Council Resolution 0215.004 that Council endorse the Townscape Advisory Committee to prepare a draft artist design brief for a mural for the Town Hall Piazza wall with an image associated with/relevant to the Town Hall and await a further report on the proposed brief to be prepared by the Townscape Committee.

The Townscape Advisory Committee was provided examples of Western Australian artist Rebecca Cool's work. Members found her strong, vibrant, naïve style appealing. Following Council's approval for the Committee to prepare and Design Brief, the Committee agreed to extend an invitation (by way of a brief) to Rebecca Cool to design and paint an image for the Town Hall piazza wall, based on and fashioned around subject matter which incorporates the Town Hall as a historical site for social and community events in Narrogin.

As set out in the brief, the concept for the Town Hall Piazza wall mural is that it will vibrantly depict /incorporate a narrative of a social occasion or occasions either held in the Town Hall or in close proximity to the Hall since it was built in 1908. As agreed by the Townscape Advisory Committee, the brief sets out that Council is keen for the artist to exercise artistic expression as long as the finished work references the local environment, the Town's heritage and local history.

#### **Comment**

The Brief was prepared by the Manager of Leisure and Culture in consultation with Townscape Advisory Committee member Ms Karen Keeley who is also a Lecturer in Visual Arts at



C.Y.O'Connor Institute. It was emailed to all members of the Townscape Advisory Committee on 23 March 2015 for comment. The author did not receive any comment/feedback. The brief was emailed on 30 March 2015 to artist Rebecca Cool for consideration. The Brief if endorsed by Council will form the basis of a contract between the Town and artist.

### **Consultation**

- Townscape Advisory Committee Members have been provided copies of the brief and no negative feedback has been received.
- Aaron Cook – Chief Executive Officer

### **Statutory Environment**

Nil

### **Policy Implications**

The Town's Purchasing Policy states that "Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be \$1,001 - \$5,000, then at least two verbal or written quotations need to be obtained. The budget for the mural project allocates \$2,000 to engage an artist. The author had several discussions with ARtS Narrogin Inc. volunteers, including the Chair, regarding the Town's interest in engaging artist Rebecca Cool as a reputable and well known WA artist. ARtS Narrogin specifically requested Rebecca Cool because of her expertise in mural work and her ability to work with local professional artists to build community capacity to facilitate community arts projects.

As such, it is being requested that Council relax the purchasing policy to allow Rebecca Cool to be engaged without obtaining a second quote.

### **Financial Implications**

The Artist's fees and other costs associated with the artwork will be met from the Manager of Leisure and Culture's 2014/15 budget within the Community Arts Account. Preparation of the Piazza wall will be undertaken by the Works Crew and these costs met out of the adopted 2014/15 budget.

### **Strategic Implications**

Public art enlivens cultural awareness and visual art appreciation in local communities. It can support the revitalisation of public spaces. The mural will beautify the Town's CBD making it more attractive as a business and commercial hub. It presents an opportunity to activate the Piazza, encouraging more frequent use of the area for a range of activities from live entertainment (including buskers) to cake stalls and other community fund raising activities. Strategy 1.5 of the Town's Strategic Plan 2012-22 states:

*Support tourism, arts and sport initiatives, recognising the economic impact that they provide to businesses and the general community*

### **Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION 0415.043/ Officer's Recommendation**

**Moved Cr Bartron**

**Seconded Cr McKenzie**

That Council:

1. Approve the attached Public Art Commission Brief; and
2. Engage professional artist Rebecca Cool to undertake the Commission Brief and Council acknowledges Ms Cool's unique artistic skills for the project and that the purchasing policies be relaxed on this occasion.

**CARRIED 5/0**

## TOWN OF NARROGIN PUBLIC ART COMMISSION BRIEF

### 1. BACKGROUND

The Town of Narrogin invites you to design and paint a mural on the piazza wall of its heritage listed Town Hall.

The Town of Narrogin's Townscape Advisory Committee has recently made a number of recommendations to Council regarding scheduled works to the Town Hall. These works include: the replacement of the existing flat roof of the Town Hall piazza with an arched roof to complement the Town Hall's architecture; remediation of the piazza's concrete floor including leveling it; and the installation of new lighting fixtures with a design more sympathetic to the Town Hall's architecture.

The Townscape Committee recommended to Council that a professional artist be commissioned to design and paint a mural on the piazza's north facing brick wall. In the context of place making, the Committee and the Council are aware that interesting public art attracts attention, has the power to bring to life and transform public spaces and bring new meaning to environments in which we live and work. This proposed public art project is an integral and initial stage of a plan to revitalize Narrogin's public spaces and improve the aesthetics of the central business hub. It will be the first in a series of artist-designed works to be included in the CBD in the next two to three years.

As part of the process of discussing public art, the Townscape Advisory Committee was provided examples of your art work and members found your strong, vibrant, naïve style appealing. The Committee is therefore extending an invitation to you to design and paint an image for the piazza wall, based on and fashioned around subject matter which incorporates the Town Hall as a historical site for social and community events in Narrogin.

### 2. PIAZZA SITE CHARACTERISTICS

The Town Hall piazza is on the north side of the Town Hall and faces Fortune Street. The Town Hall is located at the intersection of Fortune and Federal Street - the town's main thoroughfare.

#### **Piazza Dimensions**

##### **Wall Width**

The piazza wall is 7.48 meters wide. A 600 mm wide x 185 mm deep pillar or column divides the wall vertically with 3.85 meters to the east side and 2.63 meters to the west side.

##### **Wall Height**

The wall is currently 2.5 meters in height with the existing flat roof structure. However a proposed new roof structure will be curved or arched and the height of the wall will then vary according to the point at which the roof attaches to the wall. At the apex of the arched roof, the wall will be an estimated 2.5 meters plus 1.1 meters totaling 3.6 meters. Given the arch the lower third of the Town Hall sash windows above the piazza will be visible below the roof line. ( see line drawing on attached photograph).

There is a stone footing at the base of the wall which is 230mm in height and approximately 20mm deep. Its height may need consideration in terms of averaging the overall piazza wall height from the top of the footing to the roofline given the roof is attached to the wall in an arched shape from east to west. I.e. the height will decrease from the apex to the east and from the apex to the west end of the piazza.

Where the footing is visible to the existing concrete floor it is un-level. Following proposed work on the floor this will be rectified. However the top line of the footing is level from east to west. It is required that the mural's lower border is the top of the footing.

**Material**

The piazza wall is currently brick. It will be rendered prior to artist commencing work.

**Lighting**

The natural light in the piazza will vary in the course of a day and generally become less bright after midday as shadows are cast from a setting sun to the west. The new roof will include alsonite sheeting to maximise natural light in day light hours. Two electric lights will be installed on each side wall of the piazza and these in turn would each hold a 100 watt globe for night lighting.

Please see attachments for photographic information, roof design diagram and back wall measurements as well as Town Hall Conservation Plan for historic information.

**3. THE CONCEPT**

Architect G. G. Lavater produced the majority of significant building designs including the Town Hall in a rapidly developing Narrogin from 1904 until WW1. Officially opened in 1908, it became a major venue for social occasions including local amateur and visiting professional theatre, dances, public meetings and civic ceremonies. The Town Hall was featured in the Municipal Council logo for many years.

The concept for the Town Hall piazza mural is that it will vibrantly depict /incorporate a narrative of a social occasion or occasions either held in the Town Hall or in close proximity to the Hall since it was built in 1908. The Council is keen for the artist to exercise artistic expression as long as the finished work references the local environment, the Town's heritage and local history.

The completed piazza will be a venue for busking and other entertainment, cake stalls and a resting place for pedestrians with temporary seating from time to time or possibly some permanent seating.

**4. CONTRACTUAL CONSIDERATIONS**

1. Presentation of preliminary ideas and designs in hard copy or electronic form to the Townscape Advisory Committee prior to final design work being settled.
2. The opportunity for local professional artists to be involved in the project and for the artist to engage with to encourage capacity building.
3. Materials to be sourced from local suppliers where possible.
4. Documentation of developing images during the process for future reference.
5. Photographs of the finished artwork with a signed authenticity statement on the reverse with copyright (c) symbol.
6. Artist retains copyright of the design.
7. Copyright clearance provided by artist to the Town to use artwork images for publicity, promotion, on the Towns website and in future publications the Town may wish to produce signed by both parties.
8. Maintenance, additions or expansion of the works/design would be referred to artist in the first instance.

**5. PARTIES AND ROLES**

Town of Narrogin (Manager of Leisure and Culture, Susan Guy), Project Coordination/ Liaison with Artist.

Rebecca Cool, Artwork design, preparation, painting.

ARTS Narrogin Inc. (Karen Keeley) Liaison with artist and project coordination.

Town of Narrogin, Townscape Advisory Committee – Advisory/consultation.

**6. BUDGET**

Item	Total Expenditure	Comments
<b>Professional Fees</b>	2,000	
<b>Accommodation</b> 7 nights	875	
<b>Artist per Diems</b> 6 days @ \$60 per diem	360	
<b>Mileage</b> 400kms x 2 trips @ 75c/km	675	
<b>Travel Time</b> \$20 hr. x 1 return trip @ 7hrs	140	
<b>Scaffolding/ladder hire</b>	100	
<b>Materials</b> Acrylic house paints (assumes three coats of a 7480mm x 2500mm wall) and Polyurethane (assumes 3 coats). Miscellaneous including paint brushes	710  200	
<b>TOTAL</b>	<b>\$5,060</b>	

**7. TIMELINE**

2015	Activity	Comments
<b>Monday 13 April or prior</b>	Artist's draft design submitted to Townscape Advisory Committee	
<b>Tues 14 April – Friday 17 April</b>	Response to draft design by Townscape Committee and negotiations if required and acceptance of draft design	The Town will aim to settle agreement as soon as possible
<b>Friday 17 April or prior</b>	ARTS Narrogin calls for local professional artists to participate in project	Via Website and Facebook page
<b>Friday 24 April</b>	Contract between Town of Narrogin and Artist emailed to artist for review and negotiation	
<b>Thursday 30 April or prior</b>	Contract between Town of Narrogin and Artist executed.	
<b>1 May</b>	Town of Narrogin works crew to prepare wall for Artist with artists input as to requirements.	
<b>Sunday 3 May</b>	Artist arrives in Narrogin	

<b>Monday 4 May</b>	Artist commences work	
<b>Friday 8 May</b>	Artist completes work	
<b>Saturday 9 May (10-11am)</b>	Official unveiling / launch of the Mural on first day of Art Food & Wine Trail Weekend	Suggested time is 10-11am.

**11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

Nil

**13. CLOSURE OF MEETING**

8.09pm — The Presiding Member closed the meeting.