

# MINUTES

## Lochinvar Working Reference Group Meeting 7<sup>th</sup> September 2009 – Fifth meeting

1. Meeting opened: 4:03pm

**Present:**

Clr Henry Meskauskas (ClrHM)  
Clr Stephen Mudd (ClrSM)  
Jim Aird (JA)  
Alan Wells (AW)  
Ian Higgins (IH)  
Craig White (CW)  
Steve Barlow (SB)  
Monica Gibson (MG)  
Josh Ford (JF)

**Apologies:**

Leanne Harris (Group Manager – Service, Planning and Regulation)  
Deb Gordon

2. Business arising from previous meeting

- Clr SM asked about the timeframe for landowners to respond to the letter to be sent by Council regarding their decision to be involved in the rezoning
- MG explained the details of the letter, which includes the role of the Lochinvar Reference Group and its input into the environmental studies. The letter details different information for the various landowners in the locality, being (i) landowners of existing urban holdings, (ii) owners of land where environmental studies have been prepared or are under preparation, and (iii) owners whose land is within the Lochinvar Structure Plan boundaries and will undergo significant land use change if the rezoning occurs.
- A questionnaire and accompanying return sheet is to be included with the letter for landowners to complete, which will include whether landowners are willing to allow consultants to access their property.
- MG was asked about the apportionment of fees for the rezoning, explaining that costs to each landowner will be based on the size of land holdings in proportion to the total study area. As discussed previously, this process is consistent with other recently rezoned Urban Release Areas in the Maitland LGA.
- CW asked MG why Section 94 approach could not be applied to rezoning process. MG stated that it is not possible to explore that option as Section 94 cannot be used for rezoning studies.

- Clr SM asked if there was a formula for the apportionment of costs for the environmental studies. MG explained that 5 consultants have been forwarded requests for fee proposals and from that the apportionment of costs can be calculated.
- CW asked if the costs of the environmental studies will be based on the developable area or total site area. MG responded by saying that certain areas may be excluded which would reduce costs.
- Clr HM suggested that the letter prepared by Council be forwarded to landowners, and that landowners should be given 3 weeks to respond in order to correspond with Council receiving the fee proposals from the consultants who have been contacted.
- Clr HM asked about previous enquiries with Council's Corporate Management Team regarding opportunities for funding from Council for the environmental studies. MG responded by saying that Council contacted the Department of Planning and applied for grant funding, but Council was unsuccessful.

### **3. Current status of project - update**

- MG explained that a meeting with the Department of Planning regarding the Maitland Local Environmental Plan (LEP) 2011 project management timeframe was scheduled for next week, and that timeframes for Lochinvar would be discussed at this meeting.
- SB questioned the timing of letters being sent and the time allowed for consultant's responses to be forwarded to Council. MG explained the reasons for timing, including providing consultant's with adequate time to respond to the requests for fee proposals. MG highlighted that the consultants have no guarantees for completing the work, and have been advised that the fee proposals will be assessed by the Lochinvar Reference Group so bringing forward the timeframe to submit a fee proposal could deter some consultants.
- MG stated that the letter to be sent to landowners will ask about whether landowners wish to contribute to environmental studies to be involved in the rezoning process, and that consultants will provide a fee proposal outlining timing and costs.
- Clr SM discussed forwarding the letter to landowners first to ascertain the level of involvement in the rezoning process, and subsequently forwarding the consultant's fee proposals to those landowners who respond to Council stating that they want to partake in the environmental studies.
- There was further discussion by the majority of members about the process of sending a letter first and following up by forwarding the fee proposals to interested landowners, as opposed to first forwarding costs with a letter to give landowners a less informed idea of costs,
- Based on group discussion, Clr HM stated that the letter should be forwarded to the landowners to gauge an idea of the level of interest in the rezoning,

allowing consultants to forward fee proposals to Council during this time, fee proposals can then be forwarded to interested landowners.

**4. Hunter New England Health Study - Lochinvar**

- Overview of above mentioned study provided by JF, explaining the connection between the study and the Lochinvar Urban release Area.
- Further details are to be provided to the group when the final document is completed.

**5. Environmental Studies**

- Fee proposals for the environmental studies to be available within 3 weeks from the consultants who were contacted.

**6. Infrastructure Planning**

- MG has discussed Section 94 planning with Council's Section 94 Co-ordinator, who has highlighted that a draft LEP will better inform any Section 94 planning.
- MG spoke about the 3<sup>rd</sup> railway track (Minimbah Track), stating that numerous discussions have taken place with ARTC's consultants, and that the rail overpass and connectivity is a significant factor for Lochinvar.

**7. General Business**

- CW stated that land use planning has occurred prior to Section 94 planning in the past and that development has been delayed because of this, therefore land use planning and Section 94 planning should be undertaken concurrently.

**8. Next Meeting:**

- Next meeting to be held at 4pm on Thursday 1<sup>st</sup> October 2009 in the Paterson Room, Town Hall.

**9. Meeting Closed: 4.50pm**