



# WTA Meeting Minutes Wednesday 25 January 2017

## OPENING OF MEETING

Meeting commenced at 8.30am.

## ATTENDANCE

Michael Rowland Chair  
 Stretch Noonan Deputy Chairperson  
 Chris Newman Member  
 Duane Singleton Member  
 Jackie Madua Member  
 Ben Myall Member  
 Emily Peel Superintendent

## APOLOGIES

Troy McNamara

## GUESTS

Nil.

## ATTENDANCE RECORDS

<b>Attendance 2016</b>														
<i>WTA Meeting</i>											<b>TOTALS</b>			
	1-Apr	22-Apr	27-May	24-Jun	22-Jul	26-Aug	16-Sep	28-Oct	23-Nov	16-Dec	No	%		
Michael Rowland	P	P	P	P	A	P	P	P	P	P	9	90.00%		
Stretch Noonan	P	P	P	P	A	P	P	P	P	P	9	90.00%		
Chris Newman	P	P	P	P	P	P	P	A	P	P	9	90.00%		
Duane Singleton	P	P	P	P	P	P	P	P	P	P	10	100.00%		
Jackie Madua	A	P	P	A	A	A	A	A	A	P	3	30.00%		
Mike Stone	A	P	A	A	P	A	A	A	A	A	2	20.00%		
Troy McNamara	P	P	A	P	P	P	P	P	A	P	8	80.00%		
<i>WTA Workshop</i>											<b>TOTALS</b>			
	8-Apr	13-May	10-Jun	8-Jul	12-Aug	8-Sep	14-Oct	11-Nov			No	%		
Michael Rowland	P	P	P	P	P	P	P	P			8	100.00%		
Stretch Noonan	P	P	P	P	P	P	P	P			8	100.00%		
Chris Newman	P	P	P	P	P	P	P	P			8	100.00%		
Duane Singleton	P	P	P	P	P	P	P	A			7	87.50%		
Jackie Madua	A	A	P	P	P	P	P	A			5	62.50%		
Mike Stone	P	A	A	P	P	A	P	A			4	50.00%		
Troy McNamara	P	P	A	P	P	P	P	P			7	87.50%		
		P	Present											
		A	Apology											
		A	Absent (**deduct meeting fee as per WTA remuneration policy)											
		X	Cancelled											

## 1. ITEMS FOR CONSIDERATION

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### 1.1. Register of Interest Update

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Standing agenda item - WTA Members are reminded to notify the Superintendent of any change to their Register of Interests that may have occurred since the last meeting.  
Nil

### 1.2. MPI / COI

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Standing agenda item - WTA Members are asked to consider any Material Personal Interest (MPI) or Conflicts of Interest (COI) issues that may arise due to items listed on the agenda.  
Nil

### 1.3. Information Stall at the Shopping Centre

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Standing agenda item - WTA Members are asked to consider if there is need to arrange an information stall to obtain ratepayer feedback on any recent agenda items.  
Nil

### 1.4. WTA Member Travel /Reimbursement of Expenses

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Standing agenda item - WTA Members are asked to consider any travel requirements so that all travel and reimbursements can be pre-approved by the WTA.  
Nil

(Resolutions to follow **WTA Policy WTA01 Member Reimbursement of Expenses and Provisions of Facilities Policy**).

## 2. CONFIRMATION OF PREVIOUS MINUTES

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A draft version of the previous minutes from 16 December 2016 was attached (Appendix 1).

<p><b>Recommendation:</b> That the WTA Members adopt the minutes of the General Meeting held 16 December 2016 as a true and accurate record.</p>
<p><b>Resolution:</b> The WTA Members adopt the minutes of the General Meeting held 16 December 2016 as a true and accurate record.</p>
<p><b>Moved:</b> Duane Singleton                      <b>Seconded:</b> Chris Newman <b>Carried</b></p>

## 3. CHAIR'S REPORT (Michael Rowland)

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Michael Rowland presented the Chair's report.

## 4. SUPERINTENDENT REPORT (Emily Peel)

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Emily Peel presented the Superintendent's Report.

## 5. GOVERNMENT RELATIONS (Michael Rowland)

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Michael Rowland provided an update.

## 6. ALNGITH CORPORATION (Jackie Madua)

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Jackie Madua provided an update.

## 7. RIO TINTO (Troy McNamara)

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Troy McNamara provided an update.

## 8. PUBLIC WORKS PORTFOLIO (Stretch Noonan)

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### 8.1. Member Update

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Nil

### 8.2. Business Items

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Nil

## 9. PLANNING AND DEVELOPMENT PORTFOLIO (Chris Newman)

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### 9.1. Member Update

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Nil

### 9.2. Business Item – Development Application (Simple MCU) – Home Occupation

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Discussion relating to a Material Change of Use Development Application for a Home Occupation (cleaning and maintenance of firearms) at 5 Merluna Place, Trunding. (Appendix 2)

**Recommendation:** That the application by Custom Downrange Solutions for a Development Permit for Material Change of Use for a Home Occupation (Cleaning and Maintenance of Firearms) on land situated at 5 Merluna Place, Trunding and described as Lot 11 on MPH 40188 be approved by WTA subject to the conditions set out in the attached schedule.

**Resolution:** The application by Custom Downrange Solutions for a Development Permit for Material Change of Use for a Home Occupation (Cleaning and Maintenance of Firearms) on land situated at 5 Merluna Place, Trunding and described as Lot 11 on MPH 40188 is approved by WTA subject to the conditions set out in the attached schedule.

**Moved:** Stretch Noonan  
**Carried**

**Seconded:** Jackie Madua

### 9.3. Business Item – Development Application (Large MCU) - CAPS

Further information was discussed in relation to the Development Application MCU for CAPS (animal pound, veterinary clinic and caretaker’s residence). (Appendix 3)

**Recommendation:** That the application by C.A.P.S for a Development Permit for Material Change of Use for the development of an Animal Pound, Veterinary Clinic, Caretaker’s Residence and associated facilities on land described as Lot 52 on MP 45337 cancelling Lot 521 on MP 37863 and situated at Toots Holzhiemer Road, Evans Landing be approved by WTA, subject to the conditions set out in the attached schedule.

**Resolution:** The application by C.A.P.S for a Development Permit for Material Change of Use for the development of an Animal Pound, Veterinary Clinic, Caretaker’s Residence and associated facilities on land described as Lot 52 on MP 45337 cancelling Lot 521 on MP 37863 and situated at Toots Holzhiemer Road, Evans Landing be approved by WTA, subject to the conditions set out in the attached schedule.

**Moved:** Stretch Noonan  
**Carried**

**Seconded:** Duane Singleton

## 10. CORPORATE SERVICES PORTFOLIO (Troy McNamara)

### 10.1. Member Update

Nil

### 10.2. Business Item – Financial Reports

Emma Bebb presented the WTA financial reports for December 2016. (Appendix 4a and 4b).

### 10.3. Business Item – Debtor Update

Emma Bebb provided an update on WTA debt management. (Appendix 5)

### 10.4. Business Item – WTA Member Remuneration

Emma Bebb and Nicky Perriman provided an overview of changes required for WTA Member Remuneration. (Appendix 6)

**Recommendation:** That the WTA Members review the information provided in the business paper and choose from the options.

**Resolution:** N/A

The WTA Members requested more information in relation to legislative and policy requirements relating to WTA Member Remuneration. A draft remuneration policy is requested for a future meeting.

## 11. DISASTER MANAGEMENT PORTFOLIO (Stretch Noonan)

### 11.1. Member Update

Stretch Noonan discussed a cyclone on Saturday for Port Hedland/Broome, and Weipa as high risk for severe storms.

11.2. Business Items

Nil

12. COMMUNITY SERVICES PORTFOLIO (Duane Singleton)12.1. Member Update

Nil

12.2. Business Item – 50<sup>th</sup> Anniversary Event

Standing Agenda Item. Chris Newman provided an update from the Sub Committee.

12.3. Business Item – Strategy for Animal Penalty Infringement Notices (PINs)

Lucy Boxall presented some recommendations for Animal PINs. (Appendix 7)

**Recommendation:** That the WTA approve for the following actions to be taken for non-compliances to the WTA Animal Management Local Laws and State Legislation.

Offence	No. Offence	Status	Action
Wandering at large	1st	Registered and Microchipped	No PIN
Wandering at large	2nd (can use discretion if impounding was a significant time apart i.e. 1st 2013, 2nd 2017)	Registered and Microchipped	Issue PIN
Wandering at large	1st	Not registered and not microchipped	Issue PIN
Wandering at large	1st	Registered but not microchipped	No PIN
Wandering at large	1 <sup>st</sup>	Involved in dog attacked investigation	Issue PIN
Dog off leash			Education / warning
Dogs on ute			Education / warning

**Resolution:** The WTA approve the following actions to be taken for non-compliances to the WTA Animal Management Local Laws and State Legislation.

Offence	No. Offence	Status	Action
Wandering large at	1st	Registered and Microchipped	No PIN
Wandering large at	2nd (can use discretion if impounding was a significant time apart i.e 1st 2013, 2nd 2017)	Registered and Microchipped	Issue PIN
Wandering large at	1st	Not registered and not microchipped	Issue PIN
Wandering large at	1st	Not registered and not microchipped	Issue PIN
Wandering large at	1st	Registered but not microchipped	No PIN
Wandering large at	1 <sup>st</sup>	Involved in dog attacked investigation	Issue PIN
Dog off leash			Education/warning
Dogs on ute			Education/warning

**Moved:** Chris Newman  
**Carried**

**Seconded:** Ben Myall

#### 12.4. Business Item – Cycling Strategy Grant Application

Lucy Boxall presented the details of an application by WTA for the Cycling Network Local Government Grants Program. (Appendix 8)

**Recommendation:** That the WTA approve for an application to be submitted for funding under the 2017 Cycling Network Local Government Grants Program to design and construct a footpath from Duyfken along Central Ave, ending at the crossing on House on the Hill.

**Resolution:** The WTA approve for an application to be submitted for funding under the 2017 Cycling Network Local Government Grants Program to design and construct a footpath from Duyfken along Central Ave, ending at the crossing on House on the Hill.

**Moved:** Michael Rowland  
**Carried**

**Seconded:** Stretch Noonan

### 12.5. Business Item – Trade Waste Environmental Plan and Trade Waste Policy

Lucy Boxall presented the Trade Waste Environmental Management Plan Trade Waste Policy for discussion and approval. (Appendix 9a, 9b and 9c)

<b>Recommendation:</b> To endorse the Trade Waste Policy as presented.
<b>Resolution:</b> The WTA endorse the Trade Waste Policy as presented.
<b>Moved:</b> Michael Rowland <b>Seconded:</b> Chris Newman <b>Carried</b>

### 12.6. Business Item – Australia Day Awards

Lucy Boxall presented the nominations received for Australia Day Awards.

## 13. MEETING SCHEDULE

### 13.1. 2017 MEETING DATES

- Friday 24 February 2017
- Friday 24 March 2017
- Friday 28 April 2017
- Friday 26 May 2017
- Friday 23 June 2017
- Friday 28 July 2017
- Friday 25 August 2017
- Friday 22 September 2017
- Friday 27 October 2017
- Friday 24 November 2017
- Friday 22 December 2017

### 13.2. 2017 WORKSHOP DATES

- Friday 10 February 2017
- Friday 10 March 2017
- Friday 7 April 2017 (revised for Good Friday)
- Friday 12 May 2017
- Friday 9 June 2017
- Friday 14 July 2017
- Friday 11 August 2017
- Friday 8 September 2017
- Friday 13 October 2017
- Friday 10 November 2017
- Friday 8 December 2017

## 14. OTHER BUSINESS

WTA acknowledge the importance of Tourism now and into the future and this is reflected by Tourism becoming a standard agenda item and appropriate funding as part of the budget process. This will be added to the Chairman's portfolio.

**CLOSURE OF MEETING**

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The meeting closed at 11.30am.

**CONFIRMATION OF MINUTES**

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Minutes confirmed this 24th day of February 2017

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Chair

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Superintendent Weipa Township



**WEIPA TOWN AUTHORITY**  
**DEVELOPMENT APPLICATION**

DATE: 23 December, 2016

APPLICATION NUMBER: P16-011

TO: SUPERINTENDENT  
WEIPA TOWN AUTHORITY

FROM: BRUCE HEDLEY  
PLANNING FAR NORTH

**PROPOSAL: DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A HOME OCCUPATION (CLEANING & MAINTENANCE OF FIREARMS)**

REAL PROPERTY DESCRIPTION: LOT 11 ON MPH 40188

LOCATION: 5 MERLUNA PLACE, TRUNDING

AREA OF SITE: 1871 M<sup>2</sup>

APPLICANT: CUSTOM DOWNRANGE SOLUTIONS

OWNER: RTA WEIPA PTY LTD

SUBMISSIONS: NO SUBMISSIONS RECEIVED

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**1.0 INTRODUCTION**

Custom Downrange Solutions has submitted an application for a Development Permit for Material Change of Use to facilitate the establishment of a Home Occupation (Cleaning and Maintenance of Firearms) on the property situated at 5 Merluna Place, Trunding and described as Lot 11 on MPH 40188.

The proposal is considered to be generally acceptable.

## **2.0 THE SITE AND LOCALITY**

The site is included in the Residential Preferred Dominant Land Use Designation under the Advisory Development Plan.

The site is described as Lot 11 on MPH 40188 and is situated at 5 Merluna Place, Trunding. The site has an area of 1871 m<sup>2</sup> and a frontage of approximately 30 metres to the head of the Merluna Place cul-de-sac.

The site is improved with an older style, low set house. The site is relatively flat. A pathway which provides access from Merluna Place to a drainage/open space feature at the rear of the site is located adjacent to the western boundary of the site.

Merluna Place is constructed with a sealed carriageway and kerb and channel to the frontage of the site.

Existing development in the locality is predominantly detached houses with some medium density residential development, including duplexes, triplexes and older style unit developments and more recent townhouse development.

## **3.0 PROPOSAL**

The proposal is to utilise an area of approximately 12m<sup>2</sup> within a covered patio at the rear of the house for the cleaning and maintenance of firearms. Information on the proposal which was provided by the applicant in response to an Information Request for details on the proposed use and on the operation of the proposed use is summarised as follows:-

- Firearms will either be collected from the owner by the proponent or delivered to the property by the owner.
- The bolt will be removed from the firearm during transportation, cleaning and storage for safety and security purposes.
- A visual inspection of the bore and chamber of the firearm will be undertaken with a borescope. Defects and the state of the bore will be captured by video/photographs. The bore will then be cleaned using brushes together with a cleaning solution (Bore Tech Eliminator). The bore will then be oiled with a preservative oil (WD40).
- Any scope mounting, bore sighting and load development, where test shooting is involved, will be carried out at the Weipa Rifle Range.
- Firearms can be stored in an approved gun safe with the capacity to hold seven rifles and a separate compartment to store a limited amount of ammunition, primer and propellant. The bolts can be removed, tagged and stored securely in the separate compartment within the safe.
- The flammable aerosol spray (WD40) will be kept in a lockable steel cupboard. The other cleaning solutions are non-aerosol, non-flammable and will be kept in a plastic bin (as a bund). No ammonia based or other hazardous chemicals or solutions are used.
- There will be no requirement for any additional car parking or infrastructure. The business will primarily be a pick-up/drop-off operation. The property has an

existing double carport and driveway sufficient to accommodate two vehicles for off-street parking if required.

#### **4.0 PUBLIC NOTICE**

The application was publicly notified generally in accordance with the provisions of the *Sustainable Planning Act 2009*. No submissions were received during the notification period.

#### **5.0 ASSESSMENT**

The site is included in the Residential Preferred Dominant Land Use Designation. The Advisory Development Plan includes a Development Table which indicates, in broad terms, the uses which are categorised as preferred, possible or conflicting for each of the preferred dominant land use areas. Preferred development is development which, in the normal course of events, would be expected to gain approval. However, an application for preferred development will still be assessed on its merits and conditions are still likely to apply.

A Home Occupation is identified as preferred development in the Residential Preferred Dominant Land Use Designation. A Home Occupation allows for the use of a house by the permanent residents of the house for the conduct of an occupation or profession, subject to a number of a provisos which are set out in the definition of Home Occupation. These include:

- A limit of 30m<sup>2</sup> to the floor area used for the Home Occupation, except with a specific approval for a larger area.
- Any goods displayed for sale are not visible from other properties or public roads.
- Limits to the hours of operation which are generally considered to be normal business hours.
- The occupation or profession is not, in the opinion of the Town Commission, likely to cause a nuisance or annoyance to persons not associated with the occupation or profession by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste liquids, waste products, grit and oil.
- The Home Occupation does not give rise to pedestrian or vehicular traffic substantially greater than that which is normal to the area.

The proposal is considered to be a low intensity use and is to be conducted in a very small area at the rear of the house. The activity could almost be regarded as the extension of a hobby. The proposal is unlikely to have an adverse effect on the amenity of the area.

Given that the activity will primarily be a pick-up/drop-off operation, it is unlikely that there will be any significant demand for parking. It is accepted that the existing driveway is sufficient to provide any short term customer parking that may be required.

There are two aspects of the proposal that require some consideration. The first is safety. The details provided by the applicant indicate that the bolts are to be removed from firearms and that the firearms and bolts can be stored separately within the gun safe. This is consistent with the Weapons Act and the Weapons Regulations. It is considered that these details should be reinforced in a condition of approval.

The second and relatively minor aspect is the disposal of waste. The cleaning of firearms will generate waste in the form of cleaning pads containing the cleaning fluid and the preservative oil as well as empty containers. It is considered that the method of disposal of the waste should be approved by the Environmental Health Officer to ensure that the method of disposal of the waste is appropriate and does not give rise to any contamination.

## **6.0 RECOMMENDATION**

The application by Custom Downrange Solutions for a Development Permit for Material Change of Use for a Home Occupation (Cleaning and Maintenance of Firearms) on land situated at 5 Merluna Place, Trunding and described as Lot 11 on MPH 40188 be approved subject to the conditions set out in the attached schedule.

**DEVELOPMENT PERMIT  
MATERIAL CHANGE OF USE  
SCHEDULE OF CONDITIONS**

**HOME OCCUPATION  
(CLEANING & MAINTENANCE OF FIREARMS)  
5 MERLUNA PLACE, TRUNDING  
LOT 11 ON MPH 40188**

**ASSESSMENT MANAGER**

**1. General**

- 1.1 The use of the subject land must be commenced within a period of four (4) years from the date the approval takes effect (see Section 339 and Section 341 of the Sustainable Planning Act 2009). Should the subject use not be commenced prior to the expiry of such period, this approval will lapse.
- 1.2 The proposed development must be generally in accordance with the details submitted with the application, except as otherwise specified by any conditions in this approval.
- 1.3 The conditions of the Development Permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.

**2. Operation of the Home Occupation**

- 2.1 Only the area specified in the development application may be used for the conduct of the Home Occupation.
- 2.2 No more than one sign with a maximum area of 0.25 m<sup>2</sup> may be displayed, bearing only the name of the occupier with or without an indication of the Home Occupation.
- 2.3 The Home Occupation must not operate outside the hours of 8.00am to 6.00pm Monday to Friday and 8.30am to 12 noon on Saturday, unless otherwise approved by the Weipa Town Authority.
- 2.4 The Home Occupation must not, in the opinion of the Weipa Town Authority, cause nuisance or annoyance to persons not associated with the occupation by reason of the emission of noise or by other reason.
- 2.5 No load may be imposed on any public utility undertaking which is significantly greater than that which is normally required by the use of the premises for dwelling purposes only.

- 2.6 The Home Occupation must not give rise to any pedestrian or vehicular traffic substantially greater than that which is normal to the neighbourhood in which the Home Occupation is located.

### **3. Car Parking**

- 3.1 A minimum of one visitor parking space must be provided on the site. The driveway providing access to the resident's parking space/carport may be utilised to provide the visitor parking space.
- 3.2 The driveway incorporating the visitor parking space must be constructed with a suitable hardstand surface such as concrete, bitumen, gravel or similar material.

### **4. Safety and Security**

- 4.1 Firearms must be stored unloaded in a locked container/gun safe with the bolt removed and stored separately in the container/gun safe.
- 4.2 In all other respects, the handling and storage of firearms must be in accordance with the Weapons Act 1990 and the associated Regulation

### **5. Waste Disposal**

- 5.1 The method of disposal of waste from the activity must be approved by the Environmental Health Officer prior to the commencement of the use and waste must be disposed of in accordance with the approved method at all times.

### **6. Definitions**

- 6.1 In these conditions:
- a) A reference to an Act includes all statutory instruments and subordinate legislation made under that Act; and
  - b) Terms used have the meaning contained in the Weipa Advisory Development Plan, the Sustainable Planning Act 2009 or the relevant legislation referred to in these conditions, as the case may be.

**WEIPA TOWN AUTHORITY**  
**DEVELOPMENT APPLICATION**

DATE: 21 December, 2016

APPLICATION NUMBER: P16-010

TO: SUPERINTENDENT  
WEIPA TOWN AUTHORITY

FROM: BRUCE HEDLEY  
PLANNING FAR NORTH

**PROPOSAL: DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR ANIMAL POUND, VETERINARY CLINIC AND CARETAKER'S RESIDENCE**

REAL PROPERTY DESCRIPTION: LOT 52 ON MP 45337

LOCATION: TOOTS HOLZHIEMER ROAD, EVANS LANDING

AREA OF SITE: 6008 M<sup>2</sup>

APPLICANT: C.A.P.S.

OWNER: RTA WEIPA PTY LTD

SUBMISSIONS: NO SUBMISSIONS RECEIVED

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## **1.0 INTRODUCTION**

C.A.P.S (Cape Animal Protection Shelter Inc.) has submitted an application for a Development Permit for Material Change of Use to facilitate the development of a full service animal care and boarding facility on a site situated at the western end of Toots Holzhiemer Road at Evans Landing. The facility is to incorporate an Animal Pound, Veterinary Clinic and Caretaker's Residence.

The facility is to be developed on a relatively large site which is currently the subject of negotiations between RTA Weipa Pty Ltd and the Cape Animal Protection Shelter on the lease of the land for the proposed facility.

The facility is intended to become a one-stop shop for animal welfare and to accommodate the town pound.

The proposed use is considered to provide a community benefit and to be acceptable in the location. The application is recommended for approval.

## **2.0 THE SITE AND THE LOCALITY**

The site is included in the Industry Preferred Dominant Land Use Designation under the Advisory Development Plan.

The site is described as Lot 52 on MP 45337 which cancels Lot 521 on MP 37863 and which is to be lodged for registration. The site is a rear lot which is located at the south-western corner of the Evans Landing Industrial Area. The main part of the lot is located behind existing lots with frontage to the southern side of Toots Holzhiemer Road. Access is provided from Toots Holzhiemer Road to the main part of the lot by an access strip or handle. The access strip has a width of 15 metres and will have a frontage of 10 metres to Toots Holzhiemer Road, initially and a frontage of 35 metres when Toots Holzhiemer Road is extended to the west. The site has an area of 6008m<sup>2</sup>.

The site is relatively flat. The main part of the lot contains some vegetation while the access strip is cleared. The section of Toots Holzhiemer Road which provides frontage to the site is constructed with a sealed carriageway and kerb and channel.

The site is situated at the south-western edge of the Evans Landing Industrial Area. The lots adjoining the northern and eastern boundaries of the site are used for industrial purposes, including contractor's yards and bulk storage. The area to the west and the south-west of the site is vacant. The bulk fuel storage facility is located beyond the vacant area. The Single Persons' Quarters are located to the south-east of the site on the opposite side of Kerr Point Drive.

## **3.0 THE PROPOSAL**

The proposal is to establish a full service animal care and boarding facility on the site. Information submitted with the application indicates that C.A.P.S and W.W.C intend to use existing funds and to continue to fundraise and obtain support to establish the veterinary clinic and boarding/adoption centre. C.A.P.S will issue a tender for the supply of full time veterinary services from the facility and will take over managing the Town Pound from the facility. The veterinary facility will be sub-leased to the successful applicant and C.A.P.S and W.W.C will work with this service to continue to improve animal welfare in the community.

The development on the main part of the site will incorporate:-

- A single storey Veterinary Clinic with a gross floor area of approximately 380m<sup>2</sup>;
- A Caretaker's Residence with a gross floor area of approximately 72m<sup>2</sup>;
- A Pound Office with a gross floor area of approximately 210m<sup>2</sup>;
- A Storage Shed;
- A cattery enclosure and three exercise yards in proximity to the Pound Office;
- 72 boarding kennels;
- 20 quarantine kennels;



- 9 parking spaces located adjacent to the Veterinary Clinic and 8 parking spaces located adjacent to the Pound Office as well as a parking space for the Caretaker's Residence.

The access strip from Toots Holzhiemer Drive will incorporate an access driveway which extends to the Pound Office and a dog run.

#### **4.0 PUBLIC NOTICE**

The application was publicly notified, generally in accordance with the provisions of the *Sustainable Planning Act 2009*. No submissions were received during the notification period.

#### **5.0 ASSESSMENT**

The site is included in the Industry Preferred Dominant Land Use Designation. The Advisory Development Plan includes a Development Table, which indicates in broad terms, the uses which are categorised as preferred, possible or conflicting for each of the preferred dominant land use areas. The Advisory Development Plan includes a definition of Commercial Premises which includes a surgery, medical centre or health clinic as well as personal services. The proposed Veterinary Clinic has some similarities to a surgery and is considered to be closer to the definition of Commercial Premises than it is to the definition of other uses in the Advisory Development Plan.

There is no definition which clearly covers the use of Animal Pound. Community and Special Use includes the activities of government, a hospital, a school, a church, a cemetery and other special activities determined from time to time by the Town Commission to be a Community or Special Use. The use could be regarded as Community or Special Use because it is a particular use which will provide a service or special use to the overall community. However, the use is somewhat different to the majority of the uses included in the definition.

Commercial Premises is identified as possible development in the Industry Preferred Dominant Land Use Designation. Possible development is development which is often consistent with the intent of the relevant preferred dominant land use category. Any application for possible development is to be critically examined. Applications will only be approved where there is likely to be no or only negligible impact on the amenity of surrounding uses and where all appropriate services are available.

Community and Special Use is identified as conflicting development in the Industry Preferred Dominant Land Use Designation. Conflicting development is development which is inconsistent with the intent of the relevant preferred dominant land use category. Any application for conflicting development is unlikely to be approved unless special circumstances including the minor significance of the proposal, the previous use of the site or the originality or the unusual character of the use warrant approval notwithstanding the conflicting nature of the development.

While elements of the proposed use may fall partly with particular definitions in the Advisory Development Plan, the overall use is considered to be a particular use which is appropriate in the community but which has not been anticipated by the Advisory Development Plan. The

site is considered to be suitable for the proposed use. The location at the edge of the existing industrial area and remote from residential areas is considered to be appropriate and will ensure that the effects of any adverse impacts such as noise are minimised. It is noted that the Single Persons' Quarters are located to the south-east of the site. However, the location is one that is predominantly industrial in nature.

The design of the proposed facility is considered to be acceptable.

Separate car parking areas are provided adjacent to the Veterinary Clinic and the Pound Office. The number of car parking spaces proposed is considered to be acceptable and to satisfy parking rates which are applicable to commercial premises; for example, 8 parking spaces are provided adjacent to the Pound Office which equates to 1 space per 25m<sup>2</sup> gross floor area.

The Site Plan does not indicate any landscaped areas although there are areas within the site which are suitable for landscaping. These include the areas between the buildings and the setback areas from the site boundaries. It is considered that landscaping should be required to achieve some screening of the facility and to contribute to the amenity of the facility. A condition requiring the preparation of a landscape plan is included in the schedule of conditions.

It is considered that it is highly likely that the development of the site will be staged. There is no objection to that provided appropriate access, car parking and landscaping are incorporated in each stage. A condition dealing with staging and with the satisfactory development of each stage is included in the schedule of conditions.

The site is being subdivided from the existing Lot 521 on MP 37863 specifically to accommodate the proposed use. It is understood that the site will be fully serviced in association with the subdivision.

## **6.0 CONCLUSION**

It is considered that the proposed facility will provide an overall benefit to the community. The site is considered to be acceptable in that it is readily accessible to the community but is removed from residential areas. The establishment of the proposed facility within a predominantly industrial location will ensure that any impacts of the use are minimised.

## **7.0 RECOMMENDATION**

The application by C.A.P.S for a Development Permit for Material Change of Use for the development of an Animal Pound, Veterinary Clinic, Caretaker's Residence and associated facilities on land described as Lot 52 on MP 45337 cancelling Lot 521 on MP 37863 and situated at Toots Holzhiemer Road, Evans Landing be approved subject to the conditions set out in the attached schedule.

**DEVELOPMENT PERMIT  
MATERIAL CHANGE OF USE  
SCHEDULE OF CONDITIONS**

**ANIMAL POUND, VETERINARY CLINIC,  
CARETAKER'S RESIDENCE AND ASSOCIATED FACILITIES  
TOOTS HOLZHIEMER ROAD, EVANS LANDING  
LOT 52 ON MP 45337 CANCELLING LOT 521 ON MP 37863**

**ASSESSMENT MANAGER**

**1. General**

- 1.1 The use of the subject land must be commenced within a period of four (4) years from the date the approval takes effect (see Section 339 and Section 341 of the Sustainable Planning Act 2009). Should the subject use not be commenced prior to the expiry of such period, this approval will lapse.
- 1.2 The proposed development must be generally in accordance with the details submitted with the application and the Proposal Plans prepared by PD Designs, identified in the following Table, which form part of this application, except as otherwise specified by any conditions in this approval.

<b>Drawing Title</b>	<b>Drawing N°</b>	<b>Date</b>
Site Plan	2156 S1	-
Floor Plans & Elevations	2156 S2	-
Vet Clinic	2156 P1	July, 2016
Pound Office	2156 P2	July, 2016

- 1.3 The conditions of the development permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.

**2. Staging**

- 2.1 The development of the facility may be staged.

In the event that staging is proposed, the details of the staging and of the works proposed in each stage, including vehicular access, car parking and landscaping, must be submitted to and approved by the Superintendent prior to the commencement of the development of the first stage.

- 2.2 In the event that the development of the site is to be staged, the works associated with each stage, including vehicular access, car parking and landscaping, must

be constructed as part of the particular stage and must be completed prior to the commencement of the use of the particular stage.

### **3. Design, Construction and Operation of the Facility**

The facility must be designed, constructed and operated to ensure that any potential effects of the proposed facility on surrounding properties and uses are minimised.

### **4. Access and Car Parking**

3.1 Car parking must be provided generally as shown on the Site Plan, with the minimum number of parking spaces provided for the components of the facility being:

- Veterinary Clinic – 9 spaces
- Caretaker's Residence – 1 space
- Pound Office – 8 Spaces

3.2 The provision of the parking spaces may be staged with the number of spaces required for the particular component of the facility being provided in association with the development of that component and prior to the commencement of the use of that component.

3.3 The car parking spaces and the access to the spaces must be imperviously sealed and drained.

### **5. Landscaping**

5.1 The site must be landscaped to enhance the amenity of the site and to achieve some screening of the site. Landscaping must be provided:

- To the boundaries of the site where there are sufficient setbacks to allow for the establishment of landscaping and screen planting.
- In the spaces between the buildings;
- Adjacent to the car parking areas.

5.2 Landscaping must be completed/maintained in accordance with an approved landscape plan prior to commencement of the use and must be maintained at all times in accordance with that plan. In particular, the plan must show: the location of existing and proposed planting; proposed species of vegetation; and location of watering system.

5.3 The landscape plan is to be submitted for the approval of Weipa Town Office. The landscape plan is to be prepared by a person skilled and experienced in landscape design not less than six weeks prior to the completion of building work. The landscape works must be completed/maintained in accordance with the plan prior to occupation of any part of the premises.

- 5.4 All landscaped areas must be irrigated. Details of the irrigation system must be shown on the landscape plan required by Condition 5.2 above.
- 5.5 Landscaped areas adjoining access driveways and car parking spaces must be protected by a 150 mm high vertical kerb or similar barrier.

## **6. Engineering**

- 6.1 Unless explicitly stated elsewhere in this approval, all works required by this approval must be constructed prior to the commencement of the use.
- 6.2 The developer must construct a suitable crossover to connect the driveway servicing the facility to the carriageway in Toots Holzhiemer Road.
- 6.3 The developer is responsible for any relocation and/or alteration to any public utility installation required as a result of any works carried out in connection with this development. These works are to be carried out by the relevant authority, and at the developer's expense.
- 6.4 The developer must forward to Weipa Town Authority within twenty eight (28) days of the completion of the relocation and/or alteration, written evidence or statement from the relevant public utility authority that such relocation and/or alteration has been carried out to the satisfaction of the relevant authority.

## **7. Stormwater Drainage**

- 7.1 Stormwater drainage from paved and roofed areas must be discharged to kerb and channelling within the adjoining road reserve or as otherwise required or agreed to in writing by Weipa Town Authority.
- 7.2 The approved development must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

## **8. Soil Erosion, Minimisation, Sediment Control and Dust Control**

- 8.1 During the construction phase of this development the developer is responsible for the installation and maintenance of erosion and sediment management facilities.
- 8.2 The developer is responsible for the suppression of dust arising from the construction work and/or the cartage of material that may cause a nuisance to adjoining properties.

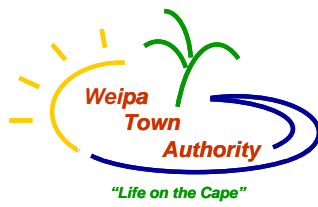
## **9. Environmental Consideration**

- 9.1 Construction must comply with the Environmental Protection Act, Policies and Guidelines to prevent or minimise either environmental harm or nuisance.

## **10. Definitions**

10.1 In these conditions:

- a) A reference to an Act includes all statutory instruments and subordinate legislation made under that Act; and
- b) Terms used have the meaning contained in the Weipa Advisory Development Plan, the Sustainable Planning Act 2009 or the relevant legislation referred to in these conditions, as the case may be.



# Trade Waste Policy

Policy Number: WTA - PR - 0??  
Version: 1.0

Date Adopted: ## January 2017  
Review Date: ## January 2018

## 1.0 INTRODUCTION AND PURPOSE

Liquid wastes are produced by a variety of industrial, commercial and domestic activities. Weipa Town Authority (WTA) recognises that allowing the discharge of trade waste to sewer provides benefits to the economy of Weipa, and potentially to the natural environment, yet poses a risk to the sewerage system and safety of workers and the community.

The major objectives of the WTA in controlling the discharge of trade waste into the sewerage system are to:

- a) Manage discharges of trade waste to the sewerage system;
- b) To assist Weipa Town Authority and industrial and commercial businesses to meet its statutory obligations;
- c) provide an environmentally responsible liquid waste disposal system for commercial and industrial waste in a manner which safeguards public health and the environment;
- d) prevent harm or injury to employees;
- e) safeguard the sewerage system against damage, blockage or surcharging;
- f) exclude non-biodegradable, potentially harmful substances that may:
  - i. cause the treatment process to fail;
  - ii. render effluent or sludges unacceptable for reuse or disposal;
  - iii. cause physical damage to infrastructure or
  - iv. cause any other detrimental effect to the environment;
- g) recover the cost of services to commerce and industry including the cost of, transmission, treatment and damage to the sewerage system;
- h) encourage industrial development but at the same time achieve industry compliance with this policy and the Trade Waste Environmental Management Plan (TWEMP);
- i) promote water conservation;
- j) provide operational data on the volume and composition of industrial and commercial effluent to assist in the operation of the sewerage system and the design of augmentations or new sewerage systems;
- k) reduce waste by encouraging awareness of a product's life cycle and including environmental costs in the cost of the product;
- l) encourage the management of waste in accordance with the following waste management hierarchy:
  - i. waste avoidance;
  - ii. waste recycling;

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- iii. waste to energy;
- iv. waste treatment;
- v. waste disposal;
- vi. effluent Reuse.

## 2.0 SCOPE

This policy covers all liquid waste generated by industrial, commercial or other premises.

## 3.0 DEFINITIONS

<b>Trade waste</b>	The water-borne waste from trade, industrial, commercial, medical, dental, veterinary, agricultural, horticultural, scientific research or experimental activities, excluding waste that is a prohibited substance; human waste; or stormwater.
<b>Trade waste approval</b>	Written approval by WTA for a person to discharge liquid trade waste to WTA's sewerage system.
<b>Sewerage system</b>	All parts of the WTA's sewerage infrastructure, including any sewer, access chamber, vent, engine, pump, structure, machinery, outfall or other work used to receive, store, transport or treat sewage.
<b>WSAA</b>	Water Services Association of Australia
<b>WTA</b>	Weipa Town Authority

## 4.0 LEGISLATION/POLICY REQUIREMENTS

The Trade Waste Policy and the supporting Trade Waste Environmental Management Plan (TWEMP) refers to the:

- Water Supply (Safety and Reliability) Act 2008;
- Environmental Protection Act 1994;
- State Penalties and Enforcement Act 1999 and
- Local Government Act 2009

The Trade Waste Environmental Management Plan is subject to regular revision to ensure it remains consistent with State Government legislation.

## 5.0 POLICY

To ensure the continued protection of our environment and waterways, while providing a service to the commercial sector, Weipa Town Authority will conditionally accept trade waste into the sewerage system provided that it:

- does not contain substances in amounts that are or may be toxic or hazardous to efficient operation of the sewerage system, treatment processes, personnel or the environment; and
- is not discharged in a quantity that may exceed the system's capacity to collect, transport and treat the trade waste.

Weipa Town Authority will manage trade waste using a combination of instruments, including:



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- Trade Waste Environmental Management Plan
- Trade waste approvals
- Risk management process
- Sewer admission limits
- Cost reflective trade waste charging structure
- Compliance and enforcement

5.1 Trade Waste Environmental Management Plan

The Trade Waste Environmental Management Plan 2014 (TWEMP) comprehensively describes the structure and processes for the management of trade waste, and is publicly available. The TWEMP is the responsibility of the Manager Wastewater Operations and will be reviewed every 3 years.

5.2 Trade Waste Approvals

Weipa Town Authority is not obliged to accept trade waste to sewer, but may do so, provided that:

- a) The proposed discharge meets the criteria stipulated in council's Trade Waste Environmental Management Plan;
- b) The proposed discharge volumes are such that the system has adequate capacity to collect, transport and treat the waste and
- c) The discharger has a current Trade Waste Approval and complies with the conditions of that approval.

Any person wishing to discharge trade waste to the sewer must apply, on behalf of the property owner, for a Trade Waste Approval from Weipa Town Authority. Trade Waste Approvals are issued to the owners of a property from which trade waste is discharged and the person producing trade waste and is both property and activity specific.

When a business that produces trade waste changes ownership, the existing approval is terminated and the new tenant/owner must apply for a new approval.

In the event of a property changing ownership where the property owner has one or more trade waste customers on the site, the approvals will remain current provided there is:

- No change in ownership to the trade waste producer and no change to the trade waste producer's business and
- The new property owner provides signed consent for existing approvals.

A change or variation in a trade waste producer's business that impacts on the quality or quantity of trade waste requires reassessment by Weipa Town Authority and possible renewal of approval conditions. Trade waste Permit Holders must advise Weipa Town Authority in writing, as soon as practical after a change occurs which may result in the quality or quantity of the trade waste being discharged from the business.

5.3 Sewer Admission Limits

Weipa Town Authority has developed a suite of standard sewer admission limits designed to ensure that trade waste discharges do not cause a detrimental impact to the sewerage system, environment or safety. A trade waste discharger may be permitted a variation from these limits, provided that it can be demonstrated that there will be no detrimental impact.

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### 5.4 Risk Management

Each trade waste customer will be categorised depending on the type of trade waste generating activity.

Trade waste customers are also assessed for the level of risk posed to the system. The risk rating feeds the approval process and provides a consistent and equitable basis for scheduling compliance activities of approved dischargers.

### 5.5 Trade Waste Charging

To ensure recovery of costs for collection, transport, treatment and administration of trade waste, Weipa Town Authority will levy trade waste fees and charges in accordance with the Local Government Act 2009 and as specified in the TWEMP and WTA's annual utility charges.

These charges will be levied on the Trade Waste Generator. Exceptions to this include where multiple Trade Waste Generators operate on a singular property and trade waste sub meters are not in place to enable Weipa Town Authority to correctly charge a Trade Waste Generator accurately. In these cases, the owner of the property from which trade waste is discharged will be levied.

Utility charges for Category One and Category Two premises will not be charged to businesses by the Weipa Town Authority until the 2018/2109 financial year. Trade Waste Permit fees will be charged every financial year commencing the adoption of the Trade Waste Policy and TWEMP.

### 5.6 Penalties & Enforcement

Weipa Town Authority will undertake routine compliance inspections of each trade waste customer. Where necessary, Weipa Town Authority staff will exercise their rights to access as described in legislation.

A trade waste discharger who is found to be non-compliant with their trade waste approval, or to not have a trade waste approval, will be managed in accordance with the TWEMP and relevant legislation. This may include cancellation of approval and/or prosecution if appropriate.

### 6.0 RELATED DOCUMENTS

Trade Waste Environmental Management Plan 2017  
WSAA Australian Sewage Quality Management Guidelines 2012