

## **Local Planning Policy 32 – Public Open Space (LPP32)**

### **Schedule 1 - Supporting Information**

Management Procedure

Local Planning Policy

Relevant Delegation

Development Services



## Contents

1. Introduction.....	3
2. Application of the Policy.....	3
3. Information Required.....	3
4. Expenditure of Cash in Lieu Funds.....	4
5. Location and Design of POS.....	5
5.1 Design of POS.....	5
5.2 Co-location of POS with School Sites.....	5
5.3 Sport POS Design.....	6
6. Model Templates.....	7
6.1 Local Open Space.....	7
6.2 Neighbourhood Open Space.....	8
6.3 Neighbourhood Open Space (Sports).....	9
6.4 District Open Space.....	10
7. Responsibilities.....	11

## **1. Introduction**

This schedule contains technical information to guide Council, applicants and planning officers when Public Open Space (POS) is required to be ceded or developed for handover to the City of Kalamunda (City). This Schedule supplements the requirements of Local Planning Policy 30 – Public Open Space (The Policy).

The Policy applies to all residential subdivision that creates an additional 3 or more lots and results in the provision of POS. Where ceding of land for POS is impractical the City may recommend a cash-in-lieu for POS contribution.

## **2. Application of the Policy**

The Policy is to be applied by applicants, the City and Council in the design, assessment, and determination of various planning proposals including but not limited to:

- a) Scheme amendments;
- b) Structure plans;
- c) Activity Centre Plans;
- d) Precinct Plans;
- e) Local Development Plans;
- f) Subdivision applications;
- g) Development applications;
- h) Cash-In-Lieu Requests;
- i) Reserve Master Plans;
- j) Community Facilities Plan;
- k) Public Open Space Plans;
- l) Public Open Space Strategy;
- m) Water Management Plans; and
- n) Other Relevant Strategies and Plans.

## **3. Information Required**

In a subdivision proposal that contains POS the City will require a supporting Public Open Space Plan ('POS Plan') depicting the following information:

- a) All proposed POS in the developable area;
- b) Size (in square metres) and type and category of each POS (Sport or Environmental Conservation or Recreation / Restricted or Unrestricted) ;
- c) Proposed facilities to be accommodated in each POS (including any proposed variations to the Standard Development Requirement contained in Schedule 2);
- d) Community Infrastructure Plan is required if requested by the City for large subdivisions to identify community facility requirements;
- e) High level play space strategy for each POS containing play items (including proposed play area location, age group/s to be accommodated, type/s of play items (e.g. natural elements, off-the-shelf, fitness equipment);

- f) High level sports space designs depicting playing field configurations, site layout (irrigation / sub-soil drainage design), car parking, supporting amenities designs (clubrooms, supporting sport infrastructure) based on community need;
- g) High level accessible design features to support inclusive participation for people of all abilities.
- h) Location of significant trees to be retained in POS (refer Part 4 - Definitions). Significant trees should be protected and designed around where possible. Should significant trees be removed, they should be replaced with three times the number of significant trees removed where practical. The trees are to be planted on the reserve they were removed or on a reserve in the locality where practical. The City at its discretion may accept a cash payment for the value of trees removed to be spent on tree planting on the reserve or in the locality;
- i) Retained natural bushland will be required to be appropriately fenced to enable conservation of environmental values, unless agreed to by the City's Parks and Environment Team;
- j) Indicative area (in square metres) of permanent irrigation of turf and garden beds for each POS;
- k) Indicative area (in square metres) of temporary irrigation for tree and garden establishment for each POS;
- l) Proposed small, minor and major rainfall event drainage management areas to be contained in POS;
- m) Information required to fulfill conditions imposed by State and Federal agencies;
- n) Proposed function/s of POS (Sport, Environmental Conservation and/or Recreation); and
- o) If the subdivision proposal corresponds to a POS Plan that has been approved by the City, an updated POS Plan will be required to be approved by the City.

#### **4. Expenditure of Cash in Lieu Funds**

When considering the expenditure of cash in lieu funds, the following hierarchical criteria will be taken into account when determining which reserves should be prioritised for improvements:

- a) The need and nexus between the source of the cash in lieu funds and the targeted location for proposed improvements.
- b) A cash-in-lieu request endorsed by the Council.
- c) Reserves identified in a Council endorsed project (including Master Plans, strategies, infrastructure plans and Asset Management Plans).
- d) Hierarchy of Reserves (Local, Neighbourhood, District and Regional open space reserves). Larger, multi-purpose reserves to be prioritised over smaller, less-functional reserves.
- e) Reserves identified for improvement in the City's Public Open Space Strategy 2018, Community Facilities Plan and other relevant plans.
- f) Reserves adjacent an existing or proposed activity centre and/or community facility.
- g) To support grant funding opportunities.
- h) Standards of Provision required to be met at a reserve.
- i) To provide POS in areas deficient of the required 10% or in areas of growth where additional or improved POS is required.

The hierarchy is to be utilised as a guide and Reserves which meet a number of criteria may be prioritised above reserves which meet only one criteria, at the City's discretion.

## 5. Location and Design of POS

### 5.1 Design of POS

POS should be provided in accordance with Appendix 2 of the POS Policy and designed to:

- a) Maximise environmental sustainability;
- b) Be of an acceptable size (refer Schedule 2 and Schedule 3) and shape to cater for its intended purpose;
- c) Retain natural ground levels where possible to suit the intended function of the POS;
- d) Be accessible via the walking and cycling network;
- e) Ensure universal access is provided to play areas, park furniture and park facilities;
- f) Reflect best practice in water conservation, harvesting, re-use and irrigation;
- g) Retain natural bushland with appropriate fencing to enable conservation of environmental values, unless agreed to by the City's Parks and Environment Team;
- h) Minimise energy use (through design, product selection, alternative energy sources etc.);
- i) Be appropriate for the allocated function/s (sport, environmental conservation, recreation);
- j) Where possible, use local building styles and plant species to preserve local heritage and landscape character;
- k) Make use of local resources and materials that are robust, recycled/recyclable, and environmentally sound;
- l) Incorporate sufficient safety, lighting and surveillance measures in accordance with the Designing Out Crime Guidelines; and
- m) Where possible, provide incidental play opportunities through incorporation of landscape elements, in addition to designated play areas.
- n) Retention of natural bushland within POS should be maximised where appropriate. Where this is not possible, priority should be given to transplanting vegetation, landscaping with mature species, or use of local native species;
- o) where POS is located abutting a State Road or land reserved in a Planning Control Area or as a Primary Regional Road in the Metropolitan Region Scheme, ground levels on the road reserve boundary are to be maintained as existing, and future road concepts taken into consideration.

### 5.2 Co-location of POS with School Sites

Co-location of POS with school sites is supported and encouraged in the interest of optimising joint use and management, rationalising water use and creating community hubs. Co-location should be investigated (but not assumed) at each site and is subject to:

- a) Creation of a larger, more multipurpose recreation or community precinct as a result of the co-location;
- b) The final precinct being able to accommodate:
  - i. At a minimum a neighbourhood level senior size playing field (recommended 205m x 165m = approx. 3.3ha including 5m safety buffer). Where practical a district level of provision, should be explored;
  - ii. adequate buffers to roads or other infrastructure (in addition to the 4m safety buffer around the boundary line);

- iii. appropriate sports floodlighting, groundworks, carparking and/or future clubrooms of an appropriate size based on need including changeroom facilities. Note: Clubrooms must be located on City land; and
  - iv. space for unstructured activity to occur at the same time as structured sport (ie; fitness trails, exercise equipment, playgrounds etc.).
- c) A formal agreement between the City, Department of Lands and Department of Education.

### 5.3 Sport POS Design

To ensure maximum potential for Sport POS to accommodate a full variety of recreational activity, Sport POS should be designed generally in accordance with the district open space model at Schedule 3. Appropriate space should be provided for:

- a) formal playing fields;
- b) buffers to roads and other infrastructure;
- c) unstructured recreation areas; and
- d) Club rooms, carparks and other sporting infrastructure (e.g. cricket nets, batting cages, baseball backnets, athletics – throwing circles, jump pits etc.).
- e) retention of native vegetation in 'good' or better condition, where possible; and
- f) significant tree retention, where possible (refer Part 4 - Definitions).

These uses should be reflected in the POS landscape plans at the appropriate stage of planning. Applicants should refer to Sports Dimensions Guide For Playing Areas – Sport and Recreation Facilities (Department of Sport and Recreation, July 2008 and / or the relevant State Sporting Association Facility Guidelines) for relevant sporting design criteria.

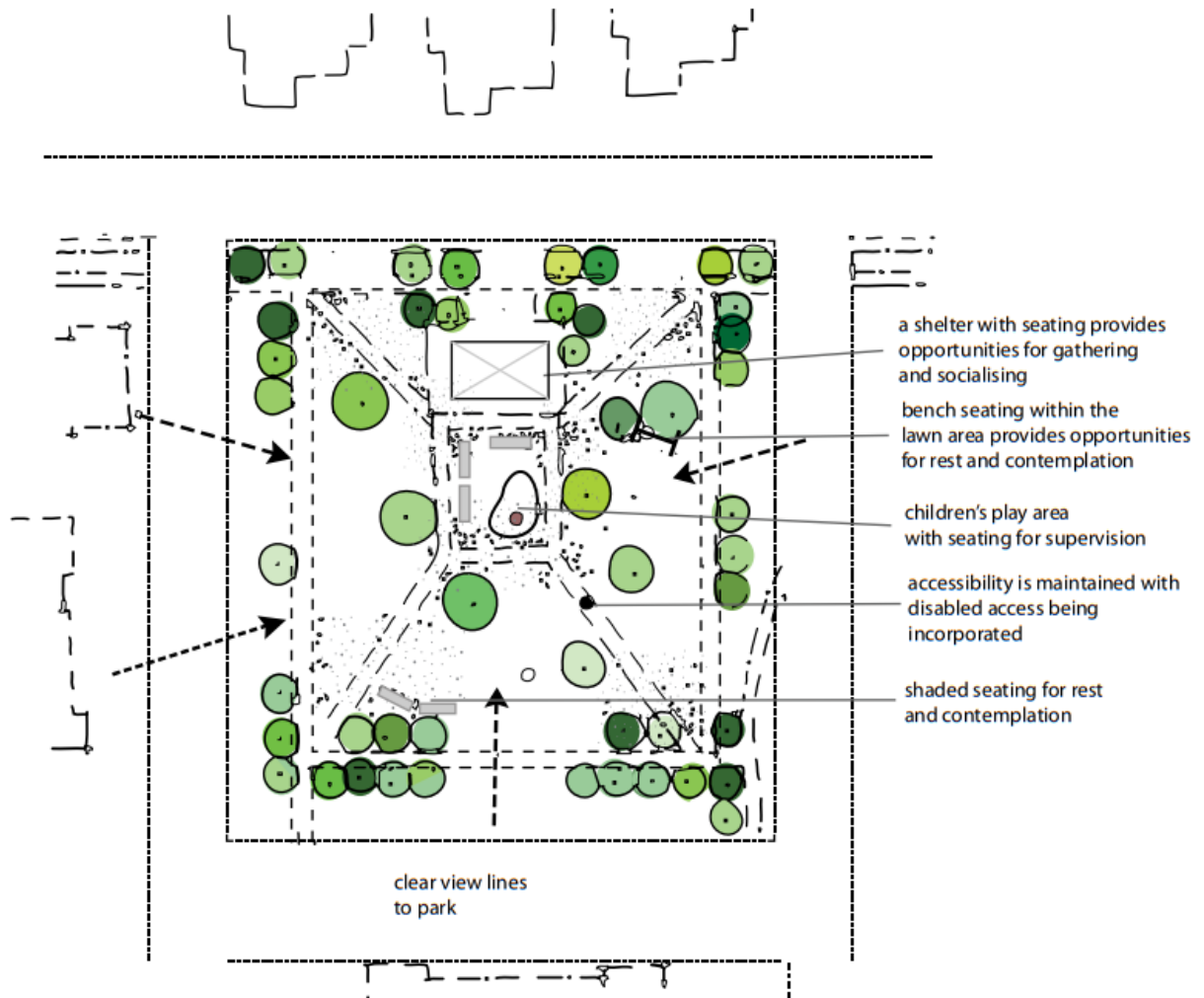
The playing field component of Sport POS sites should:

- a) be of uniform shape,
- b) be graded (either naturally or through development) to allow for surface water runoff/drainage, with a slope of no greater than 1:200;
- c) have access to a water supply and water licence transferable to the City, suitable for the irrigation of an appropriate amount of turf and landscaping;
- d) be free of the following constraints (either naturally or through development):
  - i. Easements & buffers (pipe line, power line, incompatible land use);
  - ii. Wetland / water courses;
  - iii. Significant historical sites – either Indigenous or European, which will prevent the development of the site for the proposed function;
  - iv. Any transport or other feature that intersects the site or detracts from its development potential, and;
  - v. site contamination should this be a constraint to the function of the POS.

## 6. Model Templates

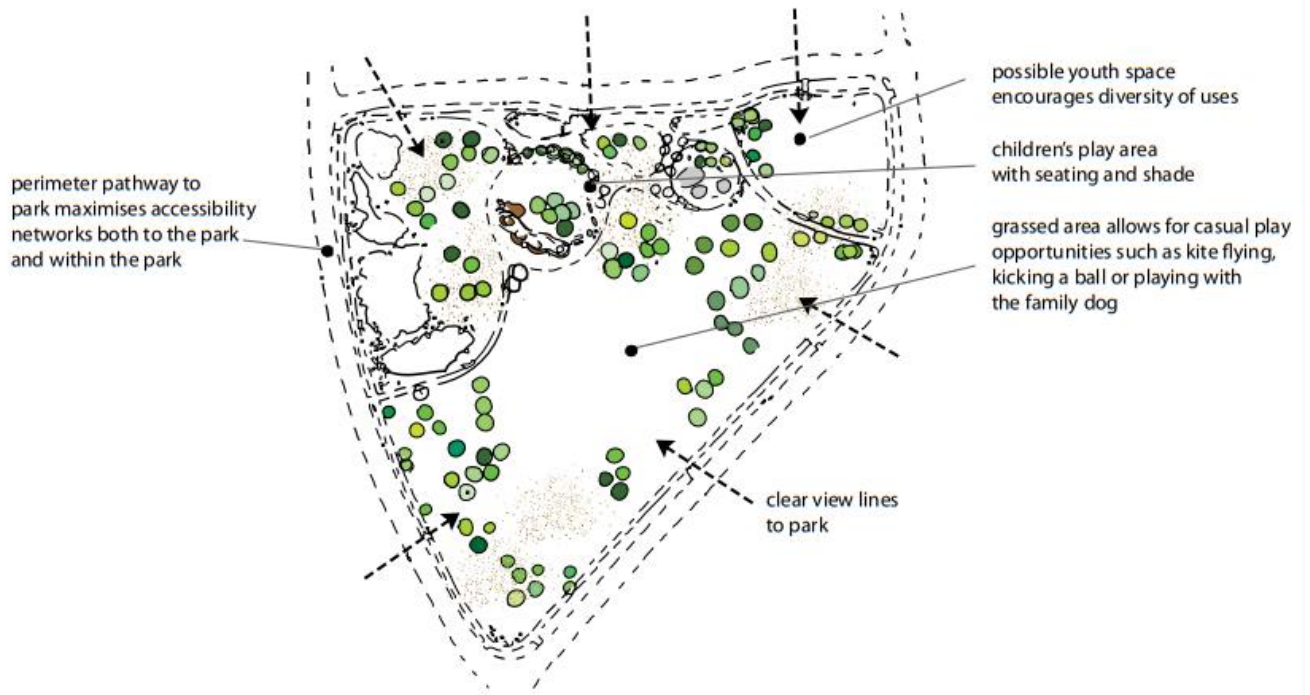
The following diagrams are provided as a guide for applicants when preparing a POS plan  
Source - Department of Sport and Recreation 2012 – Classification Framework for Public Open Space)

### 6.1 Local Open Space



## 6.2 Neighbourhood Open Space

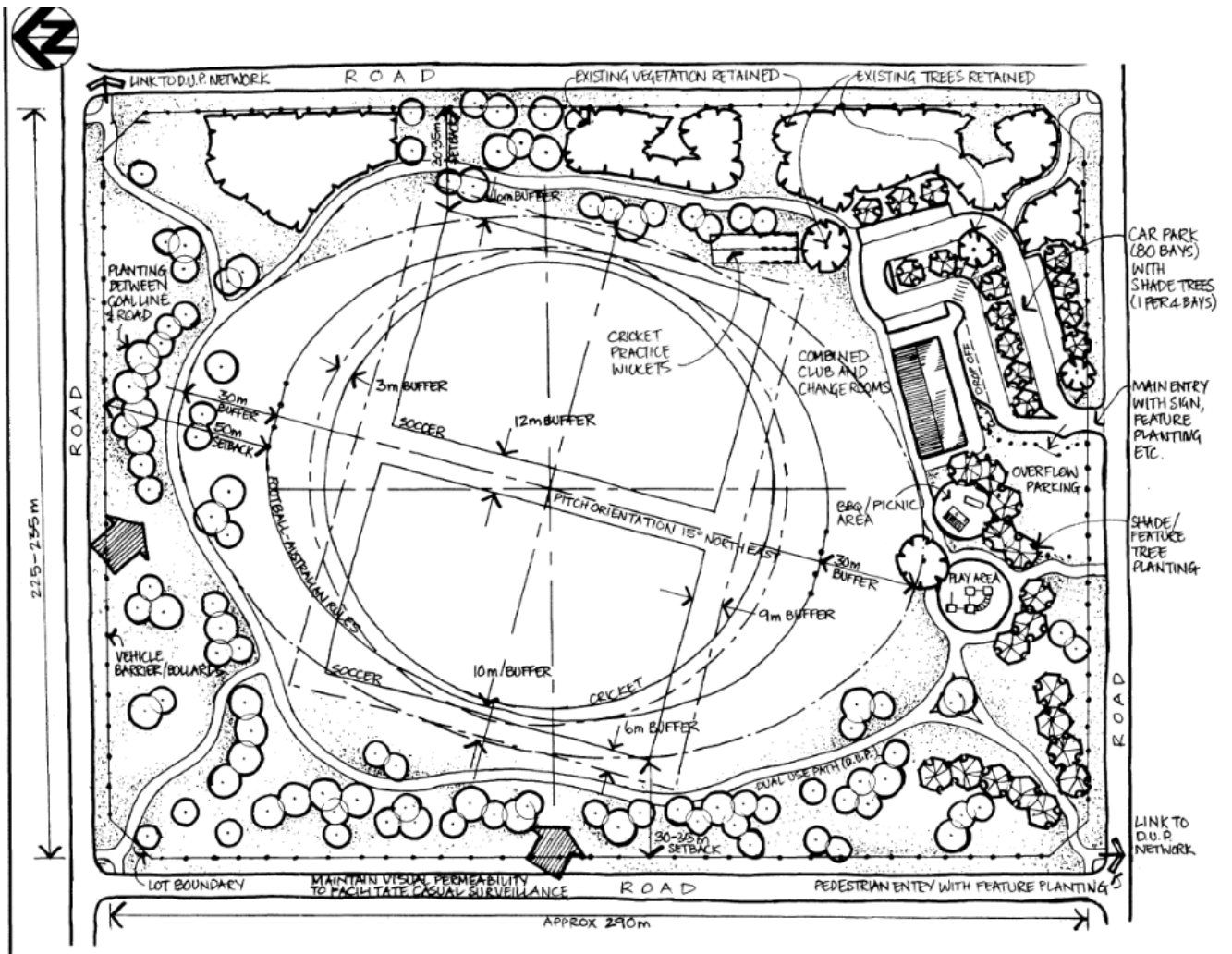
Source - Department of Sport and Recreation 2012 – Classification Framework for Public Open Space





### 6.3 Neighbourhood Open Space (Sports)

Source – City of Wanneroo Local Planning Policy 4.3: Public Open Space



## 6.4 District Open Space

Source - Department of Sport and Recreation 2012: Classification Framework for Public Open Space



## 7. Responsibilities

The below table represents a guide to City's officers on the responsibilities relating to the statutory requirements, Policy requirements, assessment, design, development, delivery and management of public open space.

Process/Plan	Coordinated by*	Assisted by*
Subdivision Referrals	Statutory Planning	<p>Referred to relevant service teams for recommended conditions and advice with a three week response time.. Teams may have specific responsibilities as detailed in Schedule 4:</p> <ul style="list-style-type: none"> <li>• Environmental Health (contamination and amenity considerations)</li> <li>• Parks and Environment (POS Plan, POS Design, retention of natural vegetation)</li> <li>• Community Development (POS Plan, POS Design)</li> <li>• Strategic Planning (cash-in-lieu)</li> <li>• Building (Structures)</li> <li>• Asset Planning / Engineering (Urban Water Management, Assets, Servicing)</li> </ul>
Subdivision Clearance	Statutory Planning	<p>Referred to relevant service teams for clearance of conditions. Teams may have specific responsibilities as detailed in Schedule 4:</p> <ul style="list-style-type: none"> <li>• Environmental Health (contamination and amenity considerations)</li> <li>• Parks and Environment (POS Plan, POS Design, retention of natural vegetation)</li> <li>• Community Development (POS Plan, POS Design)</li> <li>• Strategic Planning (cash-in-lieu)</li> <li>• Building (Structures)</li> <li>• Asset Planning / Engineering (Urban Water Management, Assets, Servicing)</li> </ul>

<b>Cash-in-Lieu / Land Contribution Recommendation (Refer Clause 2.1.3)</b>	Statutory /Strategic Planning	Referred to relevant service teams for recommendations and comments where Clause 2.1.3 of the Policy comes into effect: <ul style="list-style-type: none"> <li>• Community Development</li> <li>• Parks and Environment</li> <li>• Statutory Planning</li> <li>• Asset Planning / Engineering</li> </ul>
<b>Cash-in-Lieu Expenditure</b>	Determined through working group comprising: <ul style="list-style-type: none"> <li>• Strategic Planning</li> <li>• Statutory Planning</li> <li>• Community Development</li> <li>• Parks and Environment</li> <li>• Asset Planning / Engineering</li> </ul>	Where relevant and required: <ul style="list-style-type: none"> <li>• Finance</li> <li>• Communications and Engagement</li> <li>• Council</li> </ul>
<b>Structure Plan</b>	<ul style="list-style-type: none"> <li>• Statutory Planning (Proponent led) – Assessment</li> <li>• Strategic Planning (City led) - Preparation</li> </ul>	Referred to service relevant teams for recommendations and comments. Teams may have specific responsibilities as detailed in Schedule 4: <ul style="list-style-type: none"> <li>• Strategic Planning</li> <li>• Statutory Planning</li> <li>• Community Development</li> <li>• Parks and Environment</li> <li>• Economic Development</li> <li>• Asset Planning/Engineering</li> <li>• Environmental Health</li> </ul>

<b>Public Open Space Plan</b>	<ul style="list-style-type: none"> <li>• Community Development (Neighbourhood – Category A, District or Regional Open Space) – assessment or preparation</li> <li>• Parks and Environment (Local Open Space, Neighbourhood – Category B or Environmental Conservation Open Space) – assessment or preparation</li> </ul>	<p>Referred to relevant service teams for recommendations and comments:</p> <ul style="list-style-type: none"> <li>• Parks and Environment</li> <li>• Community Development</li> <li>• Strategic Planning</li> <li>• Statutory Planning</li> <li>• Asset Planning/Engineering</li> <li>• Environmental Health</li> </ul>
<b>Urban Water Management</b>	<ul style="list-style-type: none"> <li>• Asset Planning / Engineering</li> </ul>	<p>Referred to relevant teams for recommendations and comments:</p> <ul style="list-style-type: none"> <li>• Parks and Environment</li> <li>• Community Development</li> <li>• Strategic Planning</li> <li>• Statutory Planning</li> <li>• Asset Planning/Engineering</li> <li>• Environmental Health</li> </ul>
<b>Design of Public Open Space</b>	<ul style="list-style-type: none"> <li>• Community Development (Neighbourhood – Category A, District or Regional Open Space) –</li> </ul>	<p>Referred to relevant teams for recommendations and comments:</p> <ul style="list-style-type: none"> <li>• Parks and Environment</li> <li>• Community Development</li> <li>• Strategic Planning</li> </ul>

	<p>assessment or preparation of concepts</p> <ul style="list-style-type: none"> <li>• Parks and Environment (Local Open Space, Neighbourhood Category B or Environmental Conservation Open Space) - assessment or preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Planning</li> <li>• Asset Planning/Engineering</li> <li>• Asset Delivery</li> <li>• Environmental Health</li> </ul>
<b>Development/Delivery of Public Open Space</b>	<ul style="list-style-type: none"> <li>• Asset Planning/Engineering or Parks and Environment – Developer led development</li> <li>• Asset Delivery or Parks and Environment – City led development</li> </ul>	<p>Relevant teams may assist with the management or delivery of the POS:</p> <ul style="list-style-type: none"> <li>• Asset Delivery</li> <li>• Parks and Environment</li> <li>• Community Development</li> <li>• Asset Planning / Engineering</li> <li>• Asset Management</li> </ul>
<b>Handover and Maintenance of Public Open Space</b>	<ul style="list-style-type: none"> <li>• Parks and Environment or Asset Maintenance</li> </ul>	<p>Relevant teams may assist with the handover and maintenance of POS:</p> <ul style="list-style-type: none"> <li>• Parks and Environment</li> <li>• Asset Maintenance</li> <li>• Asset Delivery</li> </ul>

\*At the discretion of the City