



# Subdivision



# Development Control Plan



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# INTRODUCTION

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## PREAMBLE

- This Development Control Plan (DCP) applies to all subdivisions on land to which the Coffs Harbour City Local Environmental Plan 2000 applies.
- This Plan came into force on 20 April 2000.

## AMENDMENTS

This Plan was amended on 7 August 2008.

## OBJECTIVES

The controls in this DCP seek to:

- provide measures to protect and enhance the natural and built environment by ensuring that subdivision patterns relate to site conditions;
- ensure that subdivisions do not detract from the desired future neighbourhood character of the locality; and
- promote the orderly development of land by ensuring that the appropriate form of subdivision is used (i.e. Torrens, community, strata title) while ensuring that it is adequately serviced.

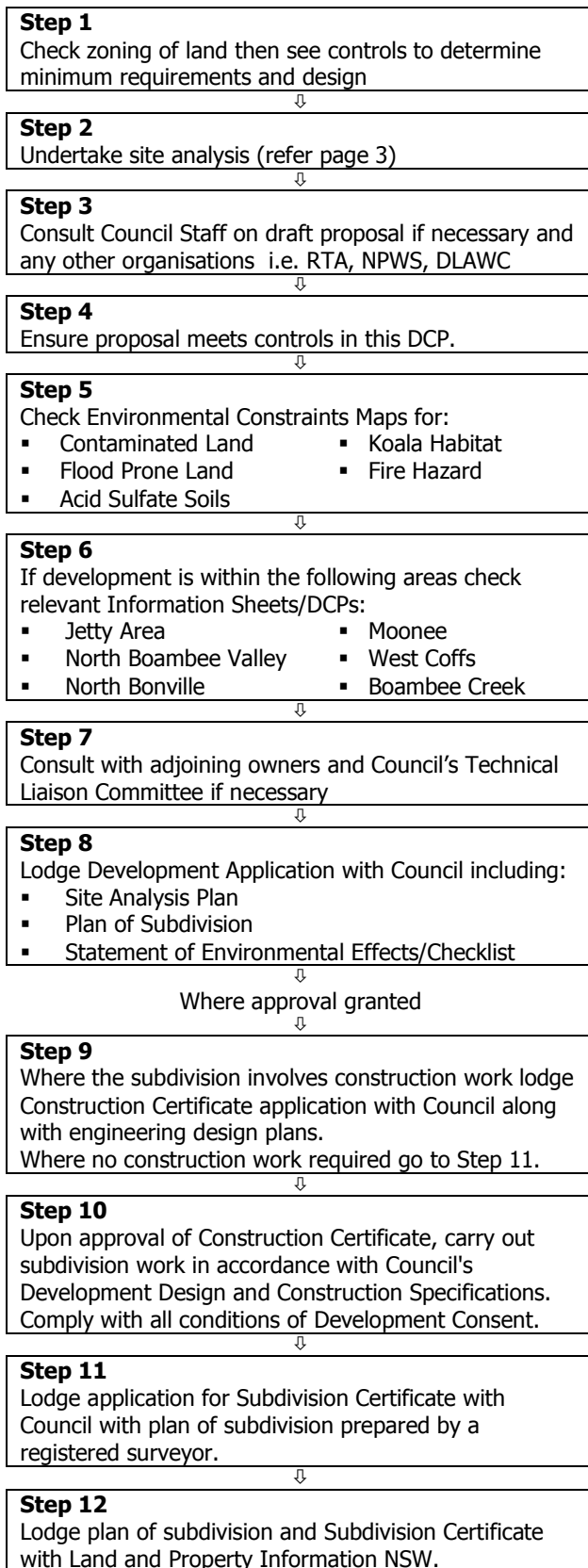
## PROCEDURES

- Subdivision, other than for the purposes listed below, requires the approval of Council through the lodgement of a development application.
- Applicants should follow the step by step procedures shown in the procedures flow chart.
- The following does not require the approval of Council:
  - subdivision to widen or create a public road;
  - subdivision for the purposes of acquisition (whether by agreement or compulsorily);
  - subdivision for the purpose of consolidation; and
  - subdivision for the purpose of excising land for a public purpose/convenience.

**Note:**

- 1. Where approval is not required, proponents will need to apply for a subdivision certificate from Council (see Subdivision Plan Approval Flow Chart on page 2).**
- 2. In the case of consolidation of allotments, a subdivision certificate is not required.**

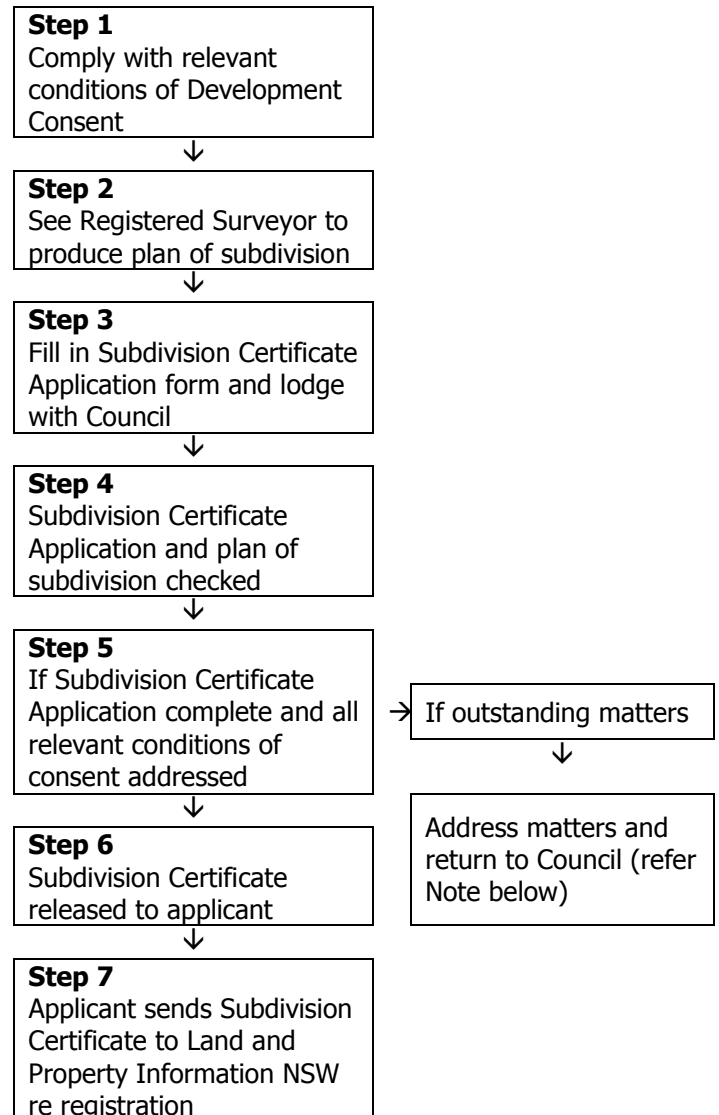
## DEVELOPMENT APPLICATION FLOW CHART



**Note:**  
**Most common delays in obtaining approval for the development application include:**

- **Inadequate detail provided on site analysis plan;**
- **Insufficient detail provided on plan of subdivision.**

## SUBDIVISION CERTIFICATE FLOW CHART



**Note:**  
**Most common delays in obtaining approval for the Subdivision Certificate Application include:**

- **relevant conditions of the development consent have not been met;**
- **for strata subdivisions, the building is not complete.**

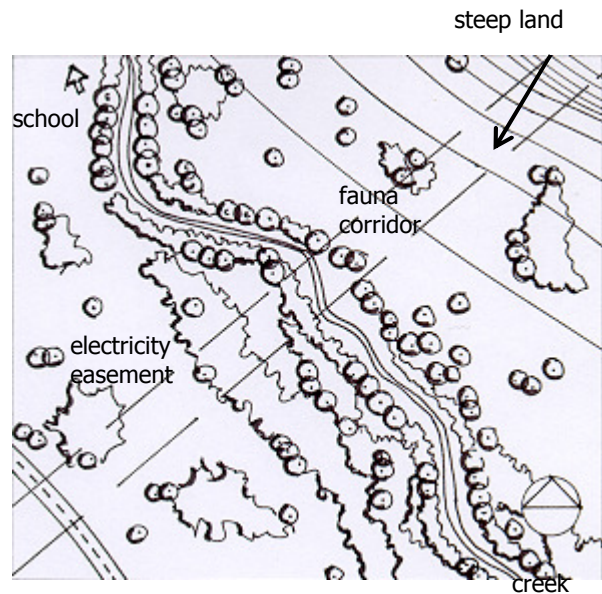
## HOW TO USE THIS DCP

Applicants are to comply with the controls unless it can be demonstrated that an alternative solution to all or any of the controls will be a better approach to meeting the objectives of this DCP.

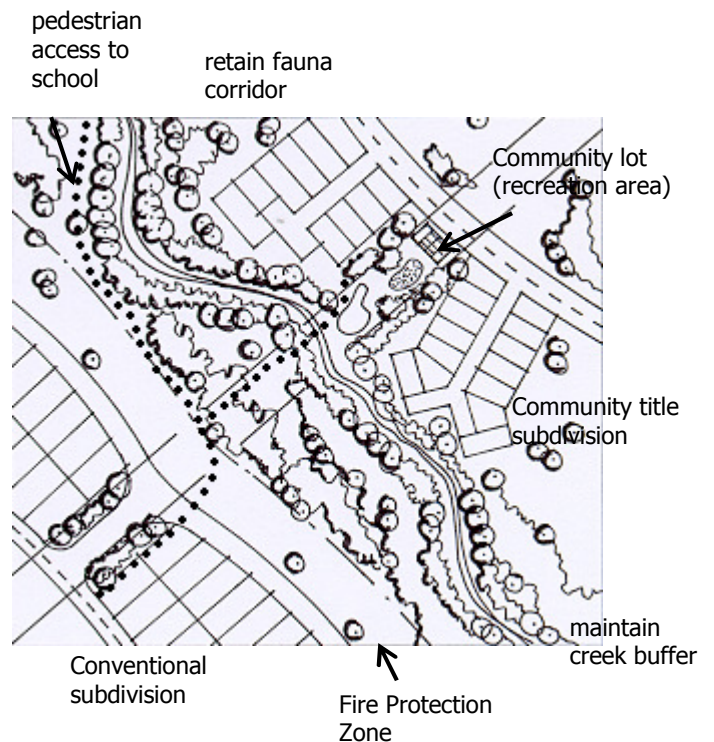
## SITE ANALYSIS

- A site analysis plan is required to identify opportunities and constraints relating to the subdivision pattern and potential end use of the land.
- A site analysis plan should be prepared having regard to the following, where relevant:
  - waterways (creeks, rivers, streams);
  - significant vegetation/habitat/ fauna corridors;
  - flood liable land;
  - steep land/land slip;
  - fire hazard;
  - access points (vehicles, pedestrians, cyclists);
  - soil conditions (acid sulfate, contaminated);
  - surrounding land uses;
  - service connections;
  - easements;
  - archaeological sites;
  - topography (contours to Australian Height Datum at 1m intervals);
  - aspect;
  - drainage systems;
  - existing buildings, driveways, septic tanks and disposal areas; and
  - street and lot layout of locality.

## SITE ANALYSIS



## DESIGN RESPONSE



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# CONTROLS

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## DESIGN

### Subdivision and Road Design

Subdivisions should be designed consistent with the relevant Development Control Plans (DCP) and Information Sheets:

- Moonee DCP;
- North Bonville DCP;
- Boambee Creek DCP;
- West Coffs Information Sheet; and
- North Boambee Valley Information Sheet.

Subdivisions should be designed having regard to the environmental constraints which are outlined in the following Information Sheets:

- Koala Habitat;
- Acid Sulfate Soils;
- Contaminated Land;
- Flood Prone Land;
- Landform Modification; and
- Fire Hazard.

The road hierarchy of subdivisions should also reflect road function, and should be designed in accordance with Schedule 1.

The layout of new roads should be designed so as to:

- provide road links to adjoining properties;
- facilitate the use of public transport;
- achieve efficient access to all lots;
- encourage safe levels of vehicle speed;
- provide adequate sight distances (particularly at intersections);

- provide efficient access for service vehicles (bushfire and garbage trucks);
- provide for safe and functional vehicle and pedestrian movement; and
- provide for landscaping, utility services, driveways, mailboxes, street lighting, etc.

The layout of main roads should also, where possible, provide road networks based on a grid pattern so as to:

- provide for more memorable places, making it easier to find one's way around (legible);
- provide persons with a high degree of directional choice (permeable).

Cul-de-sacs should be avoided, but if used should be short in length.

Lots are to be designed to allow the construction of a dwelling which does not involve more than 1m cut or fill, measured from natural ground level, outside the dwellings external walls. In some instances a geotechnical report may be required when subdividing steep land.

Subdivisions should be designed to minimize impacts on the natural environment and retain significant landscape features.

### Energy Efficiency – Lot Orientation

- Subdivisions should be designed to maximise solar access.
- Where possible roads are to be orientated so that the majority of their length are within the range N20°W to N30°E or E20°N to E30°S.

- On sloping sites, north-facing slopes improve opportunities for solar access while south facing slopes impose a penalty on solar access. Accordingly, smaller lots should be concentrated on northern slopes and large lots on southern slopes.

## Density (Minimum Lot Size)

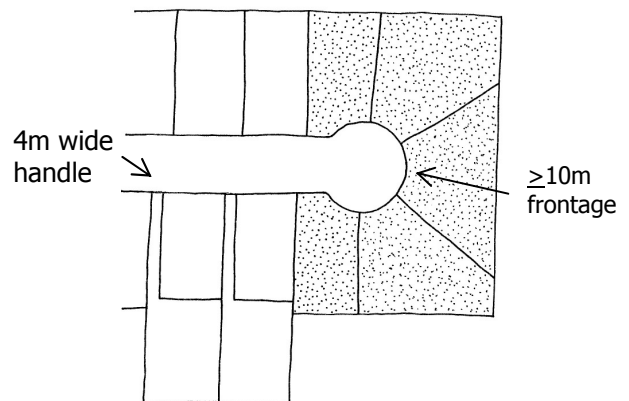
Subdivisions are not to produce lots which have areas less than that set out below:

- Rural 1A**  
40 hectares. Lots of minimum size 6ha may be created when they are or will be used for banana production, and are identified as 'banana lands' in Council's Rural Lands DCP.
- Rural 1B**  
1 hectare
- Rural 1F**  
40 hectares
- Residential 2A**  
Subdivisions are not to produce vacant lots significantly smaller than other lots in the neighbourhood. This is to avoid the creation of lots which might lead to housing out of character with that in the neighbourhood. Where small lots are proposed, applications will need to be for subdivision and housing, with housing to commence before the Subdivision Certificate is issued.  
  
The **minimum** area for lots is 400m<sup>2</sup>, and 500m<sup>2</sup> for lots fronting the head of a cul-de-sac.

- All lots are to have a minimum 4m frontage\* to public road\*\*, except:
  - where two 'battle axe handle' shaped lots in a (Torrens title) subdivision will share a single driveway, then the combined widths of the 'handles' of the lots are to be at least 4m wide, and each lot is to have room at its frontage for a water meter and letter box, in addition to accommodating a driveway;
  - lots which have frontage to a cul-de-sac head; these lots are to have a minimum frontage of 10m.

\* = *strata and community title lots may achieve such frontage via their common property.*

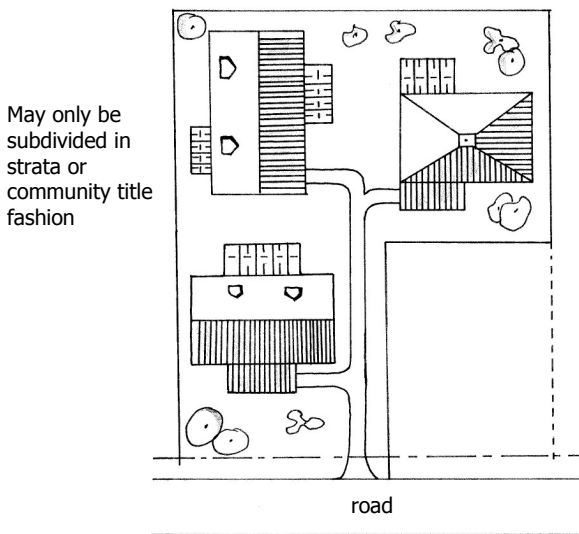
\*\* = *not including a lane.*



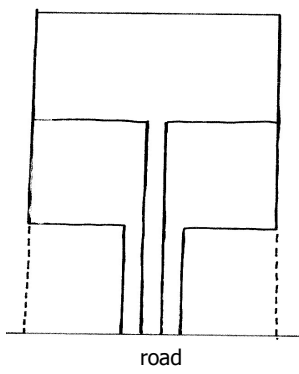
 **Lots fronting a cul-de-sac head**

- A subdivision which will involve a lot having vehicular access to a lane will only be permitted after the lot has been substantially developed (i.e. vacant lots off laneways are not to be created), and the lot adjoining the lane is to have 2m wide frontage fenced and paved to the primary road, to provide for pedestrian access, mailbox, services (water, sewer, electricity, communication).

- Where a subdivision will create more than two lots or two dwellings using a common driveway, then the form of subdivision is to be either strata or community title. In this situation, the common driveway is to be constructed in concrete a minimum of 4.5m wide at the street, continuing at this width to a depth of 6m, and thereafter of minimum width 2m, prior to the issue of the Subdivision Certificate. Adequate room at the frontage to accommodate water meters and letter boxes is also required.



- Subdivisions are not permitted where three or more 'battle axe handles' will directly adjoin.



- Residential 2B, 2C, 2D, 2E**  
The minimum lot size for these zones is determined having regard to the relevant Housing DCP. Subdivision in the Residential 2C and 2D zones should not jeopardize the site being developed to its maximum density.

- Business, Industrial, Special Use and Open Space**

There is no minimum lot size within these zones. Lot size is determined having regard to the merit of the subdivision.

- Environmental Protection 7A**

The minimum lot size is 40 hectares.

Where land is partly zoned Environmental Protection 7A and Rural 1A or Rural 1B, each lot must include the minimum area of rural land as set out above.

Where land is partly zoned Environmental Protection 7A and residential, each lot must contain an adequate building envelope outside the Environmental Protection 7A zone; and, must be desirable for achieving the long-term management of the Environmental Protection 7A zone.

- Environmental Protection 7B**

There is no minimum lot size within this zone. Lot size is determined having regard to the merit of the subdivision.

## SERVICES

### General

- Urban Areas**

Subdivisions in urban areas are generally required to provide infrastructure to all lots including:

- road;
- footpath;
- kerb and gutter;
- drainage;
- reticulated sewer and water;
- telecommunications;
- street lighting; and
- electricity.

- **Rural Residential Areas**  
Subdivision in rural residential areas are to provide infrastructure to all lots:
  - including road and drainage incorporating concrete kerb and gutter or concrete edging;
  - sealed driveways are to be provided to hatchet shaped lots where shared;
  - street lighting and electricity.

- **Rural Areas**  
Subdivisions in rural areas may be by right-of-way. The right-of-way is to be constructed to provide all weather two-wheel drive vehicular access with adequate drainage provision.

### Stormwater Drainage

Stormwater drainage shall be designed and provided in accordance with Council’s Development Design and Construction Specification.

The design details will need to be approved by Council before the drainage is provided, and will need to be completed to Council’s satisfaction prior to the issue of the Subdivision Certificate.

Stormwater is to be gravity drained to Council’s drainage system. In some circumstances inter-allotment drainage easements over downstream properties may be required. This will necessitate a letter of consent from the owner(s) of the downstream properties to be submitted with the development application.

Drainage from sites should reflect the pre-existing or natural situation in terms of location, quantity, quality and velocity.

### Utility Services

Utility services must be extended to all lots within a subdivision in accordance with the following table (except for common property in community title and strata subdivisions):

Utility Service	Urban Area	Rural Residential Area	Rural area
Council’s water main	Yes	No	No
Council’s sewer main	Yes	No	No
Telephone	Yes*	Yes*	No
Electricity	Yes*	Yes*	Yes**

*\* = In greenfield subdivisions these services must be underground.  
\*\* =Unless the applicant can demonstrate that alternative methods of providing electricity exists or that the provision of this service is cost prohibitive.*

Conditions on the development consent will outline how, when and to what standard, these services are to be provided.

### Erosion and Sediment Control

Subdivisions should be designed to minimize the disturbance of lands with topographical constraints.

Conditions on the development consent will indicate whether erosion and sediment controls will be necessary, and if so, these controls will need to be in place before site works commence. The controls will need to be provided in accordance with Council’s “Erosion and Sediment Control or Building and Development Sites Policy and Code of Practice”.



## **Street Tree Masterplan**

A Street Tree Masterplan will be required for subdivisions on greenfield sites\*. The Masterplan aims to guide street tree planting, providing for a more colourful City which complements its natural setting.

*\* = Where public road is proposed, and may be required for community title subdivisions.*

Planting proposed by the Masterplan is to be determined having regard to:

- site and dwelling boundaries;
- location and canopy of existing trees, noting any trees that overhang the sit;
- adjacent streets and trees;
- any connection to open space networks or proposed public reserves;
- paving materials and drainage treatment;
- details of any existing fencing and walls; and
- location of underground services.

## **Developer Contributions**

In many cases the payment of contributions are required to cover the cost of services and facilities which are provided by Council. These contributions are often levied with subdivision, prior to the issue of the Subdivision Certificate.

Contributions on the development consent will indicate whether these contributions are required.

Council's authority to impose conditions for these payments is derived from the Environmental Planning and Assessment Act and the Water Management Act 2000.

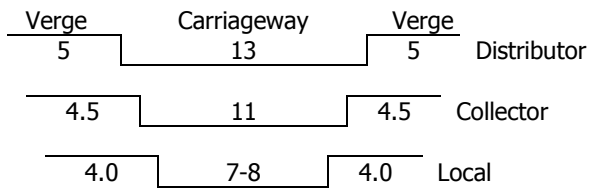
Ordinarily, subdivisions of residential and rural residential land will be required to pay contributions and are outlined in Council's developer contribution plans and Development Servicing Plan 2003.

# SCHEDULE 1

	URBAN ROADS				RURAL ROADS			INDUSTRIAL ROADS
	Distributor	Collector	Local	Minor Road (cul-de-sac)	Rural	Cul-de-sac rural road	Rural Residential Road	General
Road Reserve Width	23m	20m	15-16m	13.5-15m	20m	20 m (18.5m min.)	20m	23m
Carriageway Width	13m	11m	7-8m	5.5-7m	6.2m	6.2m	6-8m	13m
Verge	2 x 5m	2 x 4.5m	2 x 4.0m	2 x 4.0m	N/A	N/A	N/A	2 x 5.0m
Minimum Design Speed	60km/h	40km/h	30km/h	30km/h	N/A	N/A	60km/h	60km/h
Formation Clear of table drain	N/A	N/A	N/A	N/A	10m	8.5m	N/A	N/A
Bitumen Seal	N/A	N/A	N/A	N/A	6.2m	6m	6-8m	N/A

**Note:**  
**For more detailed information please refer to Council's Development Design Specification.**

## Urban Roads



## Industrial Roads



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