

Residential Zones Standing Advisory Committee

Directions for Port Phillip Planning Scheme Amendment C123

These directions have been prepared by the Advisory Committee to assist parties participating in the Residential Zones Standing Advisory Committee hearing process. Some of these directions relate to the Committee's Terms of Reference and these documents should be read in conjunction with each other.

Submissions

1. Submissions are to be made online on the Department of Environment, Land, Water and Planning webpage at www.dtpli.vic.gov.au/residential-zones-advisory-committee.
2. Council should not accept written submissions in person. Any submission inadvertently mailed to Council must be forwarded to Planning Panels Victoria before the close of submission date.
3. Submitters may request a Submission Coversheet from Ms Emily To if they would like to submit a submission by post.

Public Hearing

4. The Hearing will commence at 10.00am on Monday 7 November 2016 at Planning Panels Victoria, 1 Spring Street, Melbourne.
5. The following timeframes apply to all submitters:
 - a. Council – up to 1 day
 - b. Department of Environment, Land, Water and Planning – up to 1.5 hours
 - c. Agencies – up to 60 mins
 - d. Community Groups – up to 60 mins
 - e. Individual Submitters – up to 30 mins.

Information before the Hearing

6. As soon as practical following the close of submissions, Planning Panels Victoria will provide Council with:
 - a. a spreadsheet listing each submitter with a submitter number
 - b. a copy of each submission.
7. As soon as practical following receipt of submissions, Council should provide the Committee with a map showing the location of sites referred to in submissions referenced by submission number. The map must not refer to any submitter by name or show street address details.
8. Council is to provide the Committee with an electronic copy of any background report or document that it intends to rely on in its submission at the Hearing. This material is to be provided to the Committee by five (5) working days before the Hearing commences.

Written submissions at the Hearing

9. Each party is to bring to the Hearing at least three (3) copies of any additional written submissions and accompanying documents such as photographs and plans. Copies of original submissions are not needed.
10. Submissions and material presented at the Hearing including PowerPoint presentations are public documents and may be made available to other parties.
11. Written material presented at the Hearing should be two-hole punched and stapled (not bound). An electronic copy of each submission should be emailed in MS Word to the Committee after the Hearing to planning.panels@delwp.vic.gov.au.

Expert evidence

12. Expert Witness Statements must be provided to the Committee and Council five (5) working days before the commencement of the hearings:
 - a. Three (3) hard copies to Planning Panels Victoria
 - b. Two (2) hard copies to Council
 - c. An electronic copy to both Planning Panels Victoria and Council.
13. Expert Witness Reports should not refer to any individual submitter by name. If necessary, each submitter should be referred to by submission number.
14. A copy of each Expert Witness Report must be available for viewing at the Council office and on its website.
15. Evidence is to be brief and will be taken as read at the hearing.
16. Witnesses must be present at the Hearing for the Advisory Committee to ask questions, but no evidence will be formally presented.
17. Cross examination of witnesses will not be permitted. Questions of clarification can be pursued by other parties at the discretion of the Chair.

Council submission at the Hearing

18. Council is requested to give a comprehensive written and oral submission on Day 1 of the Hearing.
19. In its submission, Council should address:
 - a. the rationale and approach to applying the zones and any associated schedules
 - b. the rationale or justification for prescriptive and/or mandatory requirements.
 - c. principles and criteria used in applying the new residential zones, including those contained in Practice Note 78 *Applying the Residential Zones*, June 2015
 - d. Plan Melbourne, State and Local Planning Policy Framework
 - e. any adopted Municipal Housing Strategy or relevant strategic work.
 - f. relevant State of Play report/s prepared for the Managing Residential Development Advisory Committee
 - g. population projections and the capacity to accommodate future growth
 - h. the implications of the proposed suite of residential zones on the capacity to accommodate projected population growth. Reference to residential growth that is anticipated in other (non-residential) zones may be necessary
 - i. the correlation between zones and overlays, such as Heritage Overlays, Neighbourhood Character Overlays, Design and Development Overlays, Development Plan Overlays.
20. Council should provide an assessment of the submissions made during the notice period.

Contact

21. You can contact the Committee through Emily To, Project Officer at Planning Panels Victoria at emily.to@delwp.vic.gov.au or 8392 5120.