

CAPRICORN MUNICIPAL DEVELOPMENT GUIDELINES

MEETING MINUTES, POST AMALGAMATION MEETING 12

Venue: Gladstone Regional Council, Calliope Training Room, Don Cameron Dr, Calliope

Date and Time: Thurs 25th October 2018
10:00am – 3:30pm

Attendance: Allan Heit, Anthony Lipsys (Teleconference until Midday), Brendan Fuller, Scott McDonald, Thomas Natsa, Robin Thekekkara (Teleconference), Mike Prior, Amal Meegahawattage, Graham Sweetlove, Grant Vaughan, Jamie McCaul, Chris Hegarty, Monica Borg

No	Item	Action By
	Welcome	
1	<p>1.1 D9 Definitions for Footpaths & Cyclepaths</p> <p>'Path' to be changed to 'Path/Pathway'</p> <p>'Pathway' to be changed to 'Verge'</p> <p>'Shared Path' & 'Separated Path' definitions to be clarified</p> <p>Remove 'Superelevation' definition</p> <p>1.2 Table D11.13.01: Kerb Painting Valves and Hydrants</p> <p>Banana Shire requirements to mimic Gladstone Regional</p> <p>1.3 Rural Property Access CMDG-R-040A</p> <p>Change/note to add specific designs where access the vehicle use for particular roads i.e. haul/road train routes</p> <p>Reference Austroads volume turning treatment warrants.</p> <p>Remove/clarify hatching for bitumen surfacing area for different options</p> <p>Mike to send DWG & PDF drawings CMDG-R-040A-LSC. GRC drawings will give input on taper lengths in CMDG-R-040A.</p> <p>GRC drawing CMDG-R-040A to be superseded if LSC changes are accepted</p> <p>1.4 Pneumatic Bungs for sewerage testing</p> <p>Pneumatic bungs are to be used for sewer testing. Words need to be drafted for an implementation date – decided 6-month transition period from release of new standard.</p>	<p><u>Cardno</u></p> <p><u>Cardno</u></p> <p><u>Cardno</u></p> <p><u>Cardno</u></p> <p><u>Cardno</u></p> <p><u>LSC</u></p> <p><u>Cardno</u></p> <p><u>LSC</u></p>
2	<p>2.0 Invitations for the CMDG Coordinator position to be sent out in the near future. This will be coordinated by GRC.</p> <p>Mike Prior will stay on the evaluation committee until around next March before retiring. Thomas Natsa will be stepping in, in place of Jorge El Khouri.</p> <p>2.1 Document Signing</p> <p>Currently with CHRC. All Councils are to check with CEO regarding delegations for signing the document before the hard copy arrives to ensure that there are no discrepancies and delays in signing.</p> <p>Allan to send through his report drafted to Council to get signing approval for other Councils to use if necessary.</p>	<p><u>All</u></p> <p><u>BSC</u></p>

3	Industry Consultation No issues regarding current industry contacts and correspondence methods.	
4	D12 Sewerage Design and Construction – Access chamber use in areas such as cul de sac heads After discussion, no changes deemed necessary to Table D12.09.04 Approved use of maintenance shafts and Lampholes.	
5	Purchase Specifications Purchase specs to be created as per following: Mike: PS-20 & PS-21 Anthony: PS-22 & PS-23 Jamie: PS-24, PS-25 & PS-29 Brendan: PS-26, PS-27 & PS-28	<u>LSC</u> <u>BSC</u> <u>RRC</u> <u>CHRC</u>
6	Draft status of all documents <i>Draft status discussed with the following results:</i> D9 – TMR terminology needs to be considered to ensure that there is no prejudice for TMR projects; Amal, Grant & Allan to review D2 – Document changes have been made but not yet reviewed by Cardno D7 & C211 Jamie to notify of changes RRC may have made C242 is in draft Scott to check over any documents that have been through internal review at GRC and to send them to Cardno C244 & C245 Grant will check/delegate someone to review these. GRC hasn't touched these ones. C273 Landscaping LSC to review; Scott to send GRC reviewed document to Mike D6 – Site Regrading - Chris Hegarty, Jamie McCaul and Amal to review this document. Chris is to email all councils a document status review list	<u>LSC, RRC, BSC</u> <u>Cardno</u> <u>RRC</u> <u>Cardno</u> <u>GRC</u> <u>RRC</u> <u>LSC, GRC</u> <u>Cardno, RRC, LSC</u> <u>Cardno</u>
7	D11 New network analysis fire design table Mike will check terminology for low/medium density residential etc. with planning act	<u>LSC</u>
8	D14 Floodways <i>'Sustainable Planning Act'</i> needs to be updated/changed to <i>'Planning Act 2016'</i> . Table D14.03.01 – note the source of the information in this table – It's a government source and policy could change.	<u>Cardno</u> <u>Cardno</u>

9 D1 Road Design

'Trunk' and 'Non-Trunk' terms and definitions will be removed from D11 & D12; modify D11 & D12.01.01 remove 'non-trunk' and last sentence. Note Post meeting advice was received from RRC and LSC regarding further consideration of this matter before changes are made.

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In regards to the road design table, a generic draft will be made containing all the current information provided by governments in the new format. Each Local Government will receive a word document with their personalised info but with a number of empty boxes to complete with the new info. Cardno to reword terminology to suit tables / hierarchy descriptions

Cardno

D01.06.09 For the clause defining what a *living street* is, the phrase 'e.g. CBD' will be added at end for clarification.

Cardno

D01.09.01 A general minimum gradient of 0.5 percent should be adopted for flat terrain.

Cardno

D01.09.02 Sentence of '*Roads constructed without kerb and channel, completely in embankment may have zero grade.*' Sentence of '*Maximum grades shall be nominated as ...*' will remain deleted.

Cardno

D01.10.04 '*by reference to*' instead of '*formula, values of which are tabulated in*':
Sight distance on horizontal curves is determined by formula, values of which are tabulated in 'Austroads Guide to Traffic Management – Part 3

Cardno

D01.11.02 Remove *riding comfort* phrase:
~~*For adequate riding comfort, lengths of sag vertical curves should conform with 'Austroads Guide to Road Design - Part 3*~~

Cardno

D01.14.01 Check grade of gravel – Grant;

RRC

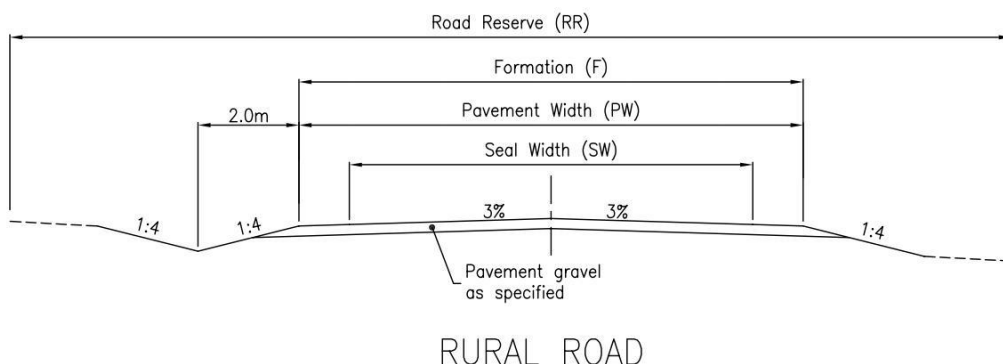
Check consistency with standard drawings
Desirably, roads should be crowned in the centre. Typical pavement crossfall on straight roads are:

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- Bituminous seal coat 3 percent*
- Asphaltic concrete pavement 3 percent*
- Cement concrete pavement 3 percent*
- Paved surfaces 3 percent*
- Gravel 5 percent*

D01.27.06 Figure: add note for 5% crossfall for unsealed roads

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	<p>Mike to chase up original urban cross-section drawings with a view to resurrecting these drawings as CMDG drawings.</p> <p>Mike chasing LSC bluebook for table on intersection centrelines/baselines</p> <p>D01.18.04 After <i>B99</i>, start new sentence. New parking should be specified of general preference as high or medium parking turnover which will give a specification as to what the width will be.</p> <p><i>The layout and access arrangements for parking areas for non-residential land uses should conform to Australian Standard 2890, B99 Vehicle with a minimum parking width of 2.5m 'the specification of the parking lot with a high or medium turnover setting the space width' or as per Local Government Road Hierarchy requirements.</i></p> <p>D01.18.10-11 CHRC & GRC to check planning scheme parking requirements regarding 'Three spaces are provided on-site for each two dwelling units for multi-unit residential developments' and 'Two car parking spaces (which may be in tandem) are provided on-site for each single dwelling allotment.'</p> <p>To remove 'Table D01.19.01 "Table 2.1 from AS1158.3.1" Lighting categories for road reserves in local areas' 'park residential', and 'rural & residential' to be reinstated with 'To be determined by individual local governments' as the 'Usual Minimum Applicable Lighting Sub Category'</p> <p>D01.27.10 GRC to reconsider item and see whether kerbing is required; Table of difference may be required.</p> <p><i>'All rural residential subdivisions will be required to provide concrete edge, within the road reserve, on both sides of roads as a minimum.'</i></p>	<p><u>LSC</u></p> <p><u>LSC</u></p> <p><u>Cardno</u></p> <p><u>CHRC,</u> <u>GRC</u></p> <p><u>Cardno</u></p> <p><u>GRC</u></p>
11	<p>AP1, CP1 Approval and Construction procedures</p> <p>Jamie to Review AP1, AP1.A, AP1.B, CP1.A, CP1.B, CP1.C, CP1.D</p> <p>Jamie sending bonding document RRC uses to be used as standard on the performance site</p> <p>CHRC to send in contribution payment / red form; Jamie to review forms / send in bonding document / summary payment form; all councils to send forms</p>	<p><u>RRC</u></p> <p><u>RRC</u></p> <p><u>CHRC</u></p>
	<p><i>Next meeting: 14 March 2019</i></p>	<p><u>Cardno</u></p>