

CAPRICORN MUNICIPAL DEVELOPMENT GUIDELINES

MEETING MINUTES, POST AMALGAMATION MEETING 13

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

Date and Time: 9:30am to 3:30pm Thursday 14 March 2019

Attendance: Kym Downey (CHRC), Graham Sweetlove (MRC), Thomas Natsa (GRC) , Dev Krishnasamy (LSC), Brendan Fuller (GRC), Scott McDonald (GRC), Robin Thekkekara (ISC), Jamie McCaul (RRC), Grant Vaughan (RRC), Chris Hegarty (Cardno)

Apologies: Mike Prior (LSC), Allan Heit (BSC)

No	Item	Action By																								
0	Welcome																									
1	<p>Actions from previous minutes</p> <ol style="list-style-type: none"> 1. Dev (LSC) is to provide wording for the Pneumatic bungs 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 2. Brendan (GRC) has agreed to provide drafts for PS-26, PS-27 & PS-28 previously allocated to CHRC 3. Dev (LSC) is currently working on a new draft for D14 Floodways 4. Chris (Cardno) is to amend the draft version of D1 as follows: <p style="margin-left: 40px;">D01.18.10 Two car parking spaces (which may be in tandem <u>if permitted by the Local Government</u>) are provided on-site for each single dwelling allotment.</p> <p style="margin-left: 40px;">D01.18.11 Three spaces are provided on-site for each two dwelling units for multi-unit residential developments (<u>unless the Local Government planning scheme specifies alternative requirements</u>).</p> 5. D01.27.10 GRC to reconsider this item and see whether kerbing is required; Table of difference may be required. <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 style="text-align: center;"><u>LSC</u></p> <p style="text-align: center;"><u>GRC</u></p> <p style="text-align: center;"><u>LSC</u></p> <p style="text-align: center;"><u>Cardno</u></p> <p style="text-align: center;"><u>GRC</u></p>																								
2	<p>Governance Document</p> <p>Changes in Local Government Nominees are confirmed in the following table.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Local Governments</th> <th style="text-align: center;">Nominee</th> <th style="text-align: center;">Back-up Nominee</th> </tr> </thead> <tbody> <tr> <td>Banana Shire</td> <td>Allan Heit</td> <td>Anthony Lipsys</td> </tr> <tr> <td>Central Highlands Regional</td> <td>Kym Downey</td> <td></td> </tr> <tr> <td>Gladstone Regional</td> <td>Thomas Natsa</td> <td>Brendan Fuller / Scott McDonald</td> </tr> <tr> <td>Isaac Regional</td> <td>Richard Madden</td> <td>Robin Thekkekara</td> </tr> <tr> <td>Livingstone Shire</td> <td>Michael Prior</td> <td>Dev Krishnasamy</td> </tr> <tr> <td>Maranoa Regional</td> <td>Graham Sweetlove</td> <td></td> </tr> <tr> <td>Rockhampton Regional</td> <td>Jamie McCaul</td> <td>Grant Vaughan</td> </tr> </tbody> </table>	Local Governments	Nominee	Back-up Nominee	Banana Shire	Allan Heit	Anthony Lipsys	Central Highlands Regional	Kym Downey		Gladstone Regional	Thomas Natsa	Brendan Fuller / Scott McDonald	Isaac Regional	Richard Madden	Robin Thekkekara	Livingstone Shire	Michael Prior	Dev Krishnasamy	Maranoa Regional	Graham Sweetlove		Rockhampton Regional	Jamie McCaul	Grant Vaughan	
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Register of Steering Committee Nominee Changes			
Date	Local Government	New Nominee or Back up Nominee	Notification by
8 Mar 2019	Central Highlands Regional	Kym Downey (replaces Brendan Fuller)	Leisa Pugh by email 8 Mar 2019
21 Feb 2019	Isaac Regional	Richard Madden / Robin Thekkekara	Robin Thekkekara by email 21 Feb 2019
17 Jan 2019	Gladstone Regional	Brendan Fuller (back up)	Scott McDonald by email 27 Jan 2019
27 Sep 2018	Livingstone Shire	Dev Krishnasamy (back up) to replace Phil McKone	Mike Prior by email 27 Sep 2018
17 Oct 2018	Banana Shire	Anthony Lipsys (replaces Leesa Miller)	Allan Heit by email 17 Oct 2018

The Governance document is currently at LSC awaiting Council approval for signature.

3	<p>Document Review Status</p> <ol style="list-style-type: none"> D5 Stormwater Design is to be issued with previously agreed changes as soon as possible. It is acknowledged that further changes will occur in the near future to reflect the current SPP (July 2017) Water Quality State interest provisions. D3 Bridges and D4 Subsurface Drainage to be issued with previously agreed changes as soon as possible. 	<p><u>Cardno</u></p> <p><u>Cardno</u></p>
4	<p>Purchase Specifications</p> <p>PS – 24 Cast Iron Gate Valves for General Purpose</p> <ol style="list-style-type: none"> LSC and GRC are to check with their operational teams regarding this specification (including confirming whether water valves are “clockwise closing”) – Feedback is required by 28th March 2019 This specification, once agreed, is to replace PS-14 <p>PS – 25 Non-Return Valves – Swing Check and Tilting Disk</p> <ol style="list-style-type: none"> LSC, MRC and GRC are to check with their operational teams regarding this specification (including “generally below ground conditions”)– Feedback is required by 28th March 2019 <p>PS – 29 Single Testable Check Valve</p> <ol style="list-style-type: none"> Noted that detector check valve is not included as RRC practice is for domestic and fire services to be separate. All LG’s to review and provide feedback by 28th March 2019. 	<p>LSC, GRC</p> <p>LSC, MRC, GRC</p> <p>All</p>
5	<p>Construction Specifications</p> <p>C242 Flexible Pavements</p> <ol style="list-style-type: none"> Brendan (GRC) is to further review this document with a view to ensuring test methods etc reflect current practice. <p>C263 Guide Posts</p> <ol style="list-style-type: none"> Timber guide posts to be retained as an option Approved for release subject to Cardno checking Creosote if creosote is an acceptable treatment option. 	<p>GRC</p> <p>Cardno</p>

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	<p>C264 Guard Fencing</p> <ol style="list-style-type: none"> 1. Specification is to be renamed “Guardrail” instead of GuardFence and terminology changed throughout the document. 2. All references to timber posts in the document are to be removed (includes removal of Sections C264.04 Timber Posts and C264.07 Erection of Timber Posts) <p>C201 Control of Traffic</p> <ol style="list-style-type: none"> 1. Brendan (GRC) is to review and simplify the document as much as possible by referring to MUTCD (even to a single page if possible). 	<p>Cardno</p> <p>Cardno</p> <p>GRC</p>
6	<p>D2 Pavement Design</p> <p>Dev (LSC) is to further review the document with guidance as follows:</p> <ol style="list-style-type: none"> 1. A priority order of documents is to be included 2. Check Austroads to see if referencing these documents is an increase or decrease in standard compared to current CMDG requirements 3. D.02.05.01 Delete reference to 35 year design life – all roads to be 20 years 4. Review Table D2.05.03 to ensure street types match D1 Road Design 	LSC
7	<p>CMDG-R-058 Footpath Joint details</p> <ol style="list-style-type: none"> 1. RRC, LSC and GRC would like time to further consider review. Please provide feedback by 28th March 2019 2. Cardno to amend drawing to show dowel sizes for different concrete thicknesses. 3. Cardno to show on the drawing the 300mm asphalt requirement around power poles as per Ergon details (Note on drawing R-051 also) 	<p>RRC, LSC, GRC Cardno</p> <p>Cardno</p>
8	<p>CMDG-W-040 Trenching Details</p> <ol style="list-style-type: none"> 1. Cardno to send draft standard drawing to GRC for further review. It is generally agreed that an amended drawing is necessary for trench profiles reflecting current practice and clarity around where to use the different trench types. 	Cardno, GRC
9	<p>D5 and D7 Review for State Interest water quality provisions and WSUD</p> <ol style="list-style-type: none"> 1. Jamie (RRC) is to provide proposed wording changes to D5, D7 and C211. Cardno will circulate to all for comment. It is noted that the changes will include procedural and information requirement changes for development proponents – everyone should consider whether the requirements are reasonable. 	<u>RRC</u>
10	<p>CMDG Guidelines D11 and D12 - amendments to suit trunk (LSC - Phil McKone)</p> <ol style="list-style-type: none"> 1. After a short discussion it was agreed that the CMDG documentation remain unchanged and relate to Non-Trunk items only. In general, specific design requirements for Trunk infrastructure would be dealt with in the LGIP's. 	

<p>11</p>	<p>AP1 Approval Procedures</p> <p>The following changes were approved and to be actioned by Cardno. A document with all marked up changes is to be sent to all to review.</p> <p><u>Approval Procedures AP1</u></p> <ul style="list-style-type: none"> • AP1.01 (1) – change ‘procedures <i>involved</i> Engineering’ to ‘<i>involving</i>’. • AP1.01 (4) – change ‘construction of <i>operation</i> works’ to ‘an <i>Operational Works application</i>’. • AP1.02 (1) – to be amended as follows: Prior to the submission for approval of an engineered design <u>Operational Works application</u>, the Consulting Engineer is encouraged to meet with Council officers to discuss the following matters in the event that the following issues have not been addressed at Reconfiguration of a Lot <u>or Material Change of Use stage</u>. • AP1.02 (Dotpoint 2) – replace dot pot 2 with ‘<i>Planning Scheme overlays relevant to the site including environmentally significant areas etc.</i>’ • AP1.02 Add a new dot point as follows: ‘<i>Reference to the LGIP and any PFTIs associated with the development site.</i>’ • AP1.04 (1) – Reword this clause as follows (two paragraphs are proposed instead, one dealing with quantity and one with quality): <i>From a water quantity perspective, the design of the drainage system, and earthworks, for the proposed development shall be such that the upstream drainage is not adversely affected and that the downstream drainage system is capable of adequately catering for the discharge of the additional flow produced as a result of the development. If the downstream system is not adequate, the Consulting Engineer shall indicate the measures that are proposed to ensure the downstream system is capable of carrying the increased discharge including, but not limited to, investigation into upgrading the existing downstream system or alternatively detention of the increased peak flows on site.</i> <i>From a water quality perspective, the development must comply with the specified reduction targets identified in the State Planning Policy (SPP) Stormwater Management Design Objectives. Where this is not achievable an alternate locally appropriate solution is required which is able to demonstrate a similar outcome in accordance with the SPP Water Quality State interest provisions.</i> • AP1.04 (4) – amend this clause as follows: <u><i>Easements over downstream drainage paths from the respective property owners are required from the development site to the legal point of discharge or alternatively it must be demonstrated that the proposed development will not alter the site’s stormwater discharge characteristics in a manner that may substantially damage a third party property (refer section 3.6 QUDM Fourth Edition).</i></u> • AP1.07 (1) – Replace ‘Department of Main Roads requirements’ with ‘Austroads and Queensland Streets’ • AP1.09 (2) – Reword this clause as follows to clarify the timing of information to be provided:. 	<p>Cardno</p>
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	<p><i>Prior to signing and sealing of the survey plan, the Consulting Engineer must supply evidence of an Ergon Energy offer of supply and Telecommunications offer to confirm that negotiations have been entered into regarding the provision of these services. Where possible approved reticulation plans for electricity and telecommunications are to be provided to confirm there are no conflicts with other services.</i></p> <ul style="list-style-type: none"> • AP1.11 (a) (1) delete reference to 3 copies • AP1.11 (a) (3) amend to include the 'Statement of Compliance' and the Design report. • AP1.11 (a) (4) add words 'IDAS Forms'. • AP1.11 (d) (ix, xii) – insert the words '(where not submitted previously for MCU / ROL).' • AP1.11 (d) (vi) – amend to be consistent with AP1.09 (2). • AP1.11 (d) (x) – amend this clause as follows: <i>Provision of water supply and/or sewerage network analysis where required by the water authority (where not submitted previously for MCU / ROL)</i> • AP1.11 (d) (xiv) – add the following words: <i>'...including operation and maintenance manuals and water quality device maintenance plans'.</i> • AP1.18 (1) – Ergon and Telstra reticulation plans to be provided. <p>Approval Procedure AP1.A / AP1.B</p> <ol style="list-style-type: none"> 1. Dev (LSC) is to review these documents and circulate a draft for input. <p>CP1 – Construction Procedure</p> <ol style="list-style-type: none"> 1. Due to time constraints discussion of CP1 was held over until the next meeting 	LSC
12	<p>D1 Road Design – Intersection spacing on Arterial and Sub Arterial Roads</p> <ol style="list-style-type: none"> 1. Intersection spacings from the old Blue Book – Livingstone's Guidelines for Subdivision and Development Works from about 1993 were noted. All LG's to consider in developing the new D1 Performance Outcome Tables. 	All
13	<p>D1 Road Design –Completion of new tables</p> <ol style="list-style-type: none"> 1. RRC, LSC and GRC are to share work on development of the D1 Performance Outcome Tables 	RRC, LSC, GRC

<p>14</p>	<p>D11 Water Reticulation - Fire Hydrant Location</p> <p>1. It was agreed to amend clause D11.11.02 as follows (changes underlined or with strikethrough):</p> <p>D11.11.02. For urban areas, fire hydrants shall be at maximum 80m spacing for all non-trunk water supply network mains and no more than 20m from the <u>furthest</u> property frontage in a <u>cul-de-sac</u>, and located so that they comply with AS2419 — hydrant location.</p> <p>2. It was noted AS2419 is not applicable for “<i>water agency town mains and street hydrants</i>”</p>	<p>Cardno</p>																																												
<p>15</p>	<p>D2 Pavements and C245 Asphalt Concrete Surfacing – Asphalt</p> <p>1. It was agreed to amend the asphalt thickness requirements and tolerances as per the changes highlighted in the two table following. (The minimum acceptable asphalt thickness remains as 25mm.)</p> <p>Table D2.13.1 Preferred Asphaltic Concrete applications</p> <table border="1" data-bbox="256 730 1161 1102"> <thead> <tr> <th>Road Type</th> <th>DG10 (Depth)</th> <th>DG14 (Depth)</th> </tr> </thead> <tbody> <tr> <td>Access Place</td> <td>30mm 25mm</td> <td>45mm 40mm</td> </tr> <tr> <td>Access Street</td> <td>30mm 25mm</td> <td>45mm 40mm</td> </tr> <tr> <td>Minor Urban Collector</td> <td></td> <td>45mm 40mm</td> </tr> <tr> <td>Major Urban Collector</td> <td></td> <td>45mm 40mm</td> </tr> <tr> <td>Trunk Collector Street</td> <td></td> <td>45mm 40mm</td> </tr> <tr> <td>Sub Arterial</td> <td></td> <td>45mm 40mm</td> </tr> <tr> <td>Park Residential</td> <td>30mm 25mm</td> <td>45mm 40mm</td> </tr> <tr> <td>Industrial Access</td> <td></td> <td>50mm</td> </tr> <tr> <td>Industrial Collector</td> <td></td> <td>50mm</td> </tr> </tbody> </table> <p>Table C245.30.1 Tolerance for Course Thickness</p> <table border="1" data-bbox="321 1171 954 1474"> <thead> <tr> <th>Nominal Size of Asphalt (mm)</th> <th>Tolerance (mm)</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>+5 -0</td> </tr> <tr> <td>10</td> <td>+5 -5 -0</td> </tr> <tr> <td>14</td> <td>+5 -5 -0</td> </tr> <tr> <td>20</td> <td>+10 -10</td> </tr> <tr> <td>28</td> <td>+10 -10</td> </tr> <tr> <td>40</td> <td>+10 -10</td> </tr> </tbody> </table>	Road Type	DG10 (Depth)	DG14 (Depth)	Access Place	30mm 25mm	45mm 40mm	Access Street	30mm 25mm	45mm 40mm	Minor Urban Collector		45mm 40mm	Major Urban Collector		45mm 40mm	Trunk Collector Street		45mm 40mm	Sub Arterial		45mm 40mm	Park Residential	30mm 25mm	45mm 40mm	Industrial Access		50mm	Industrial Collector		50mm	Nominal Size of Asphalt (mm)	Tolerance (mm)	5	+5 -0	10	+5 -5 -0	14	+5 -5 -0	20	+10 -10	28	+10 -10	40	+10 -10	<p>Cardno</p>
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<p>16</p>	<p>D9 Pathway and Cycleway</p> <p>Chris (Cardno) is to review D9 taking into account the items raised by Phil McKone and circulate a draft for comment. Special items to consider are:</p> <ul style="list-style-type: none"> • Need to ensure consistency with D1 • Minimum ‘on road’ cycle lanes are 1.5m but 2.0 m required for 80km/h speed environment 	<p>Cardno</p>																																												
<p>17</p>	<p>D6 Site Regrading</p> <p>This item was not discussed. Chris, Jamie and Dev to meet to progress further.</p>	<p>Cardno, LSC, RRC</p>																																												

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18	<p>D5 Stormwater Design – adoption of new QUDM</p> <p>This matter is to be further discussed at the next meeting.</p>	
19	<p>Levees</p> <p>Robin (ISC) to circulate information received regarding construction and maintenance of levees.</p>	ISC
20	<p>CMDG-G-011 Fence</p> <p>Drawing is to be amended drawing information from GRC's Sewer pump station fence drawing. Additional info to relate to gate and allow for a gap under the fence. Cardno to prepare a draft and circulate for review.</p>	Cardno
21	<p>Next Meeting</p> <p>The next meeting is scheduled for 12 Sept 2019. Chris (Cardno) to send out a date claimer.</p>	Cardno