1. Purpose

The purpose of this procedure is to set out requirements for land divisions and their associated infrastructure construction, within the Council area.

2. Scope

This procedure applies to all land divisions within the Council area.

3. Street Names

Proposed street names associated with the overall land division (including estate name etc.) shall comply with Council Policy *WKSPOL 04 Selection of Road Names*.

4. Open Space

Open space requirements associated with development applications for land divisions shall be in accordance with Council Policy *ENVPOL 16 Land Division Open Space Policy*.

5. Infrastructure Assets

Infrastructure assets will be designed, constructed and developed in accordance with Council Policy *WKSPOL 15 Design, Construction and Development of Infrastructure Assets*.

6. Developer Responsibilities

The Developer shall engage a professional engineer to design and supervise all engineering works associated with the development. The drawings and specifications for such works shall be approved by Council, in writing before any construction work commences.

6.1. Service Authorities

The Developer shall be responsible for all liaisons with the relevant Service Authorities in relation to the provision of the services to each individual allotment within the proposed development. These services shall include, but not be limited to:

- Sewer or Community Wastewater Management Scheme (CWMS)
- Telecommunications
- Power to be placed underground
- Street Lighting
- Gas
- Water

For the provision of sewerage and wastewater facilities liaison should be undertaken with the Council.

All underground services are to be installed prior to the construction of road pavements.

Where it is necessary to provide mains or service connections across existing roads, Councils preferred method of connection is via directional horizontal boring wherever existing soil conditions and service locations permit to minimise disruption to existing road pavements.

Wherever it is not possible to carry out boring and it is necessary to excavate trenches through existing Council roads, the Developer shall reinstate such surfaces in accordance with the requirements of the current version of the Department for Planning, Transport and Infrastructure's standard specification for reinstatement of road pavements.

6.2. Development Application/Provisional Consent

Prior to Granting Provisional Development Plan Consent to a subdivision Council staff will need to:

a) be satisfied that the subdivision will;
- adequately cater for future vehicular traffic,
- include appropriate provision for buses, pedestrians and cyclists,
- make due allowance for major stormwater flow paths and detention areas,
- provide usable reserve areas that will be of benefit to the community.

b) have a full appreciation of any possible impacts of the subdivision upon the environment, neighbouring lands, adjoining developments and existing infrastructure.

c) understand the proposed order of development including;
- the staging of the development;
- the construction schedule;
- the release of land schedule.
- the broader implications of the impact the development will have on the existing stormwater network and other existing infrastructure.

To assist Council in its deliberations on these broader scale and long term issues, the Developer shall provide (where applicable):

- <u>Infrastructure Design</u>

  The following information shall form the basis of the design of roads, drainage and earthworks associated with the division.

  ☐ A Structured Plan – drawn to a 1:200 scale – showing:
  - *Road hierarchy;*
  - *Road names;*
  - *Road carriageway widths;*
  - *Any physical traffic control devices;*
  - *Connections to existing streets;*
  - *Bus routes and bus stops;*
  - *Bicycle routes and shared paths;*
  - *Pedestrian paths and crossings; and*
  - *Locations of parking restrictions, special parking zones, on street parking provision in streets and driveway locations.*

  ☐ A statement and if necessary a plan, listing estimated traffic flow figures for the subdivision shall be provided. This statement or traffic management plan shall be prepared by a professional engineer with relevant experience.

  ☐ A report on the geotechnical investigations undertaken for the site. The investigation shall include, as a minimum:
  - *Test pitting over the site to minimum depths of 2.5m to establish and record the presence of any possible rock or groundwater;*
  - *Classification of all different soils encountered on the site, using visual tactile methods by an experienced technician or engineering geologist and verified if necessary by NATA registered laboratory testing;*
  - *Preparation of a stratigraphical model for the site, including a description of the underlying geology, and soil formation processes;*
  - *Definition of the extent of any fill encountered;*
  - *Soaked CBR testing of all types of soils that will be encountered at the designed street sub-grade level carried out in accordance with AS 1289.5.1.1-2003 on soils compacted to 95% dry density ratio (Standard).*

- Stormwater Management

  ☐ A concept Stormwater Management Plan for the whole development showing the locations and sizes of any stormwater retention/detention basins, delineation and areas of all sub catchments, minor stormwater flow paths (Q10), and flow path for the major event (Q100). If in the vicinity of a watercourse, a flood study may also be required.

- Wastewater Management

  ☐ A concept plan indicating the proposed method to deal with the collection, treatment and disposal of wastewater from the site.

- Landscaping and Open Space

  ☐ A concept Open Space Plan for the whole development setting out the location type and size of the area for all proposed public open space, and a landscaping concept plan demonstrating how the open space will serve a community purpose and fit into the existing neighbourhood.

- Other

  ☐ Staging Plan
  Full details of the construction staging and an indicative timetable.

  ☐ Existing Tree Survey Plan
  Survey plan setting out the location of all existing trees with diameter in excess of 400mm on the development site and within 5 metres of the site boundary. The plan should identify and individually number those trees to be removed and retained and be accompanied by an Arborist report, detailing the significance of the trees.

  ☐ Permanent Water Bodies
  Predictive modelling of the impacts of the proposed basin on both groundwater quality and water table levels in its environs, together with the geotechnical data upon which the modelling is based.

  ☐ Road Names
  Full details of the origin of the selected road names, together with copies of any relevant historical documentation if available.

6.3. Pre-Construction

Prior to the commencement of any work on any stage, the following data, relevant to that stage, is to be submitted to the Council for approval:

- Infrastructure Construction

  ☐ Final road construction drawings indicating:
  - *Road layout and geometry (including traffic management measures and intersections to existing roads);*
  - *Road pavement design;*
  - *Parking and driveway plan (including the location and width of splays in relation to driveway openings at the boundary of each allotment);*
  - *Details of any special driveways – longitudinal gradient greater than 1 in 6 to proposed lots (where necessary);*
  - *Lighting Plan with luminare, light poles and standard of design details;*
  - *The measures to be implemented during the construction process to control sediment and erosion in the form of a Sediment and Erosion Control Plan;*
  - *Footpath and shared path details; and*
  - *Nomination of main contractor for construction works.*

- Stormwater Management

  ☐ A detailed Stormwater Management Plan, including stormwater drainage system for that stage (such as pipe location, size, class etc) including any works external to the site and any temporary drains and banks.

  ☐ Hydrological and hydraulic calculations with longitudinal drainage sections.

- Wastewater Management

  ☐ A copy of the approved wastewater management design drawings.

- Landscaping and Open Space

  ☐ A detailed Landscaping and Open Space Plan incorporating street trees (position, type, height) and street scaping, reserve landscaping treatments including tree planting.

- Composite Services Plan

  ☐ The Developer shall also submit for each stage of the development a Composite Services Plan (hard copy, colour presented at a scale 1:1,000 or larger, and an electronic copy in AutoCAD format .dwg), clearly showing all cadastral boundaries, easements, permanent survey marks and lot numbers; the locations of all water and sewerage mains and service points; all stormwater drains, pits, and rear of allotment service points; the common service trench routes and lot service pillars/points; street lights and power poles; and electrical transformers and switching cubicles.

  This Composite Services Plan will be used by Council in its consideration of any Development Applications that it may receive in relation to allotments within the subdivision prior to receipt from the Developer of the electronic format "as constructed" drawings for that stage as set out in Clause 6.5.

- Soil Erosion and Drainage Management Plan

  ☐ A Soil Erosion and Drainage Management Plan is to be submitted to Council for approval prior to the commencement of earthworks. The plan is to be prepared to:
  - *Prevent silt run-off from the land adjoining properties, roads and drains;*
  - *Control dust arising from construction and other activities, so as not to, in the opinion of Council, be a nuisance to residents or occupiers on adjacent land;*
  - *Ensure that soil or mud is not transferred onto the adjacent roadways by vehicles leaving the site;*
  - *Ensure that all litter and building waste is contained on the subject site in a suitable bin or enclosure; and*
  - *Ensure that no sound emitted from any device, plant or equipment or from any source or activity becomes an unreasonable nuisance, in the opinion of Council, to the occupiers of adjacent land.*

- Other

  ☐ Easement Plan

  ☐ Lighting Infrastructure Maintenance Costs
  Written confirmation from SA Power Networks that it will accept all ongoing maintenance costs for the proposed lighting infrastructure.

  ☐ Electrical Reticulation Drawings
  A copy of the final electrical reticulation drawings, showing the locations of all transformers, HV switching cubicles and street lighting.

6.4. During Construction

(a) Stormwater from the development site must be managed to ensure that it does not pollute the underground aquifer. The developer must ensure that adequate stormwater pollution control measures are in place both during and after the construction phase.

(b) All excavation, trenching and underground services in existing road pavements and verge areas shall be reinstated in accordance with Council requirements.

(c) During the undertaking of roadworks, the developer is required to install all necessary warning signs as required by Australian Standards, to give adequate warning of roadworks in progress.

(d) The developer is required to contact Council at various stages during road construction in accordance with hold points specified in Council Policy *WKSPOL15 Design, Construction and Development of Infrastructure Assets*.

6.5. Post-Construction

Prior to the acceptance of the works by Council, the Developer shall supply the following information to the complete satisfaction of Council:

☐ An electronic copy of the "As-Constructed" drawings for all civil works in AutoCAD (.dwg) format. This is to include any variations to the For Construction plans, including survey results. The drawing must reference the following coordinate system, unless otherwise specified:

Australia Geocentric Datum 1994 (AGD 94)

Map Gird Australia Zone 54 (MGA 54)

All infrastructure assets constructed should be included in the drawing and where possible referenced to the digital cadastral database (DCDB). Council is currently preparing a more detailed specification for asset information to be submitted in electronic format post construction. Council reserves the right to introduce or change these specifications at any time in the future.

☐ A hard copy of the "As Constructed" drawings for all civil works in accordance with specifications above.

☐ A schedule or register of all the infrastructure that will become the property of Council in tabular Excel format to the satisfaction of Council

☐ Copies of compaction test results, as follows:

- Roads - Four tests per thousand square metres in each layer (the Council may specify the location from time to time).
- Trenches in Roads - One test per each layer for each material every 30 metres of trenching. One test per trench for each service trench to each property.

☐ Certification from the consulting professional engineer that the development has been constructed in accordance with the approved plans and specifications

☐ Certification from SA Health that the CWMS has met their approval.

☐ Ensure that all easements to be provided to Council and all other Service Authorities comply with Council requirements and are in place.

☐ Bank Guarantees or bonding arrangements necessary as specified in Council Policy *ENVPOL 20 Bonding of Infrastructure Development.*

6.6. Practical Completion and Defect Period

Once Council is satisfied that the works have been undertaken in accordance with the plans and specifications, a Certificate of Practical Completion will be issued and the defect liability period will commence.

All civil construction work associated with roadworks, stormwater, landscaping and tree planting shall be guaranteed for a period of twelve (12) months.

6.7. Liabilities and Insurances

The developer shall be responsible for all damage to existing facilities, services and structures sustained as a result of the development of the subdivision, whether those damaged items are in public or private ownership.

All damage shall be promptly reinstated to an equivalent standard acceptable to the owner.

Council will require the developer to take out all necessary insurance policies to indemnify and protect it against any claims that may arise in undertaking the development.

7. Land Management Agreements

Council may require the developer (or the land owner in the case where the developer does not own the land) to enter into a Land Management Agreement with Council to ensure that the land and existing trees on the property that are identified as to be retained are appropriately protected and maintained in good condition prior to, during, and at the completion of the development.

Action	Date	Minute Reference
Adopted by Council	6 August 2018	18115.2.1