

FREMANTLE PORTS

PLANNING GUIDELINES

PLANNING BRANCH



Preliminary development assistance

Proponents are encouraged to consult with Fremantle Ports' Planning Branch as early as possible prior to preparing any plans or submitting a proposal. Fremantle Ports' Planning Branch is available to meet with proponents to discuss development proposals at their preliminary stage and can also assist with coordinating input from other branches within Fremantle Ports, and providing advice on external approval requirements. The direct contact number for Fremantle Ports' Planning Branch is 9430 3390.

Key contacts at Fremantle Ports

Planning	Planning Manager	9430 3390
Planning	Port Planner	9430 3471
Environment	Environmental Advisor	9430 3327
Fremantle Waterfront	Manager Fremantle Waterfront Development	9430 3415
Engineering	Manager Engineering	9430 3312
Electrical	Manager Electrical	9430 3371
Property	Commercial Leasing Officer	9430 3661
Safety	Manager Safety	9430 3660

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1.0 Introduction

The *Planning Guidelines* have been prepared by Fremantle Ports to:

- assist with the development and use of land within the Port of Fremantle
- be consistent with strategic plans
- guide development and growth over short and long term timeframes.

The *Planning Guidelines* provide information on how to make application to Fremantle Ports for planning approval and specific development criteria.

1.1. Application

The *Planning Guidelines* are applicable to development and use on all land and waters within the boundary of the Port of Fremantle at both the Inner Harbour and Outer Harbour. Application for planning approval is required for all proposed development or uses unless it is exempt under Clause 2.2 of the *Planning Guidelines*. For the West End of Victoria Quay, there are additional requirements; these are detailed in Part Two, Development criteria, Clauses 3.25-3.32.

1.2 Aim

The *Planning Guidelines* seek to ensure that development and use of port land and waters is well planned and consistent with Fremantle Ports' mission, to create value by providing safe, reliable, efficient and competitive access to global markets.

1.3 Structure

The *Planning Guidelines* have two parts:

- Part One: Planning approval
- Part Two: Development criteria.

Part One outlines Fremantle Ports' planning approval process, exemptions to the process, fees, how to make an application and what to submit. Part Two identifies standards for development and landuse within the port area; for example, building setbacks, landscaping and car parking requirements.

1.4 Relationship to other plans and policies

State

Strategic planning for the Perth metropolitan region is set by the Western Australian Planning Commission (WAPC). The *Planning Guidelines* have been developed consistent with key Western Australian Planning Commission plans and policies, including the *State Planning Strategy*, *Metropolitan Region Scheme* and *Perth and Peel @ 3.5 million*. To ensure integration with the metropolitan and wider transport network, the *Planning Guidelines* are consistent with the policies and strategies of Main Roads WA and the Department of Transport.

Fremantle Ports

The *Planning Guidelines* have been developed as a detailed planning document to guide development and landuse consistent with the strategic plans and policies of Fremantle Ports, such as the *Inner Harbour Port Development Plan*, planning policies and the *Inner Harbour Buffer Definition Study*.

1.5 Variations

The requirements of the *Planning Guidelines* may only be varied subject to the approval of the Fremantle Ports Board. For a variation to be considered the proponent must be able to clearly demonstrate by way of written report:

- reasonable grounds for variation from the *Planning Guidelines*
- why the intent and criteria of the *Planning Guidelines* cannot be met
- merits of the proposal
- that there are no negative impacts on port operations in the short and long term
- social, economic and environmental benefits of the proposal.

1.5.1 Appeals

If applicants are dissatisfied with a condition on a planning approval or a refusal they may lodge an appeal directly with the State Administrative Tribunal within 28 days of a refusal or planning approval being issued.

Part One: Planning approval

2.0 Planning approval

Generally, proposed uses and development directly related to port operations only require planning approval from Fremantle Ports. Use and development not directly related to port operations will first require Fremantle Ports' planning approval and then approval by other bodies which may include the Western Australian Planning Commission, State Heritage Office and local government. The Planning Branch will advise applicants if other approvals are required. In addition, as per the requirements of the *Building Act 2011*, compliance with the *Building Code of Australia* is mandatory.

2.1 Need for planning approval

Proposed uses, whether new or changes to an existing use, as well as development on land and waters requires the prior approval of Fremantle Ports. No use or development can begin until Fremantle Ports' planning approval has been obtained.

2.2 Exemptions

There are circumstances where Fremantle Ports' planning approval may not be required and these are listed below. If there is any uncertainty, please contact the Planning Branch on 9430 3390. These exemptions do not apply to any buildings owned or leased from Fremantle Ports. Tenants are advised to contact Fremantle Ports' Property Branch on 9430 3661 before undertaking any works.

Exemptions to planning approval

Urgent works

Works urgently necessary for public safety, safety or security of plant or equipment, maintenance of essential services, or protection of the environment.

Temporary works

Any works that are temporary and in existence for a period not exceeding 48 hours, or a time agreed with Fremantle Ports.

General maintenance

General works and upkeep required to keep any building or structure in order to retain its condition or operation. This does not include new works, the introduction of new equipment or infrastructure, or significant changes to existing buildings or infrastructure.

Cleaning

Cleaning, including the removal of surface deposits, organic growths or graffiti.

Painting

The repainting of the internal or external surface of any building or structure. This exemption does not apply to the West End of Victoria Quay.

Landscaping

Maintenance of landscaping, including replanting of the same species, mowing, reticulation, weeding, watering, pruning and fertilising providing it is consistent with *Fremantle Ports Landscape Style Guide*.

Signage

Installation of unlit signage that is not for commercial purposes that is no greater than 1.0 metre in height or 1.0 m² in area, and is consistent with the Sign Guidelines (Appendix 1). This exemption does not apply to the West End of Victoria Quay.

Fences

Construction of fences provided they are consistent with Clause 3.20 of these *Planning Guidelines*. Prior to starting any work an Application to Excavate is to be obtained from Fremantle Ports.

Access ramps

Construction or installation of an access ramp that complies with AS1428: Design for Access and Mobility.

Antenna

Installation of an antenna provided that it is the only antenna onsite, is not freestanding and is not higher than 2.0 metres above the roofline.

Flagpoles

Flagpoles provided that there is only one flagpole installed onsite and that it does not exceed 6.0 metres in height. An Application to Excavate must be obtained from Fremantle Ports prior to starting any work.

Skylight windows, hot-water units, windows and doors

Installation of skylight windows, hot-water units, windows and doors provided they are part of an existing approved structure, do not protrude above the existing roofline, do not involve any structural alterations and comply with the requirements of the *Building Code of Australia*. This exemption does not apply to the West End of Victoria Quay.

Administration building roof deck and tower

Use and development proposed for the Victoria Quay administration building roof deck and tower are assessed under a separate process. All applications for use and development on the roof deck and towers should be directed to the Deputy Harbour Master on 9430 3444.

Navigation aids

These are assessed under a separate process. Navigation aid proposals should be directed to the Deputy Harbour Master on 9430 3444.

2.3 Fremantle Ports' assessment process

The steps involved in Fremantle Ports' assessment process are summarised below; this is an indicative process which may vary.

Proponent contacts Fremantle Ports to discuss proposal and arrange a meeting if needed. Proponents are encouraged to contact Fremantle Ports' Planning Branch as early as possible on 9430 3390 so that concepts can be discussed.
Fremantle Ports provides initial advice to proponent.
Proponent submits proposal for planning approval.
The proposal is assessed by Fremantle Ports.
Fremantle Ports may request a variation to the proposal or further information.
Fremantle Ports makes a decision and advises the proponent if planning approval is granted or refused.
Proponent obtains external approvals and licences as required.
Where required, the proponent obtains a <i>Building Code of Australia</i> certification and provides a copy to Fremantle Ports' Planning Branch to clear the relevant condition.
All other development approval conditions are cleared.
Proponent proceeds with development.

2.4 Assessment timeframe

Fremantle Ports takes a customer-service focus to assessing applications. Assessment time will vary according to the quality of the submission and the complexity of the proposal. For basic applications, assuming all required information is submitted, 10 working days is the target assessment time.

2.5 Consultation with Fremantle Ports' Planning Branch

To assist the assessment process, proponents are encouraged to consult with Fremantle Ports' Planning Branch as early as possible prior to preparing plans and submitting a proposal. The direct contact number is 9430 3471.

2.6 Fees

All applications for planning approval incur a non-refundable assessment fee to be paid to Fremantle Ports. Fremantle Ports will issue an invoice to the proponent at the start of the assessment process; the planning approval cannot be issued until the fee has been paid. The fee is applicable to all new applications for planning approval and requests to amend existing planning approvals.

Fee structure

Estimated development cost	Scheduled fee
Not more than \$50,000	\$300 excluding GST
More than \$50,000	Fixed charge of \$300 plus 0.02% of project value excluding GST

These fees are reviewed annually.

2.7 Other approvals

Prior to the start of any works the proponent must ensure that all required approvals, licences and permits are obtained. These may include approvals from local government, State Heritage Office, Water Corporation, Western Australian Planning Commission and Main Roads WA.

2.8 Documents to be submitted: making an application

Each application is expected to be submitted digitally and to include a completed:

- Planning Approval Application form, refer to Appendix 2
- Application Checklist, refer to Appendix 3
- plans
- planning report
- transport report.

If further information is required the applicant will be contacted by Fremantle Ports. In such cases the assessment process may not be able to proceed until the information is received.

The information in the planning and transport reports and the standard of plans required is as follows.

Planning report:

The report is expected to adequately describe the proposal including:

- a description of current and planned onsite activity/s
- hours and days of operation
- number of employees
- provision for growth of the business
- relationship of the activity to the Port of Fremantle
- compliance with the *Planning Guidelines*.

Transport report:

Information required describing:

- onsite parking requirements for employees and visitors
- onsite vehicle movements and vehicle volume generation
- integration with surrounding and local transport network
- integration and reliance on wider transport network
- ability of vehicles to safely access the site.

Plans:

Each application is required to submit the following:

- plans at a scale of either 1:100, 1:200 or 1:500, maximum A3 size
- all setbacks, lot dimensions, building dimensions, etc. to be clearly marked out on the plans
- location of the site, including street names, lot number, north point and site dimensions
- setbacks
- site coverage
- crossovers
- fencing
- existing and proposed ground levels
- existing and proposed finished floor levels
- location, height and type of all existing structures and vegetation
- vehicle parking, access and on site circulation
- vehicle loading/unloading areas
- landscaping
- all building elevations, sections and internal floor plans
- signage including dimensions, materials, and colours.

2.8.1 Incomplete applications

If an application is submitted without all required information, the applicant will have two weeks to submit the additional information. After this time it will be returned to the applicant and a fresh applicant will need to be made.

2.9 Where to lodge an application

Applications for planning approval can be lodged by mail, email or in person.

Email:

planning@fremantleports.com.au

Mail:

Planning Manager
Fremantle Ports
PO Box 95
Fremantle WA 6959

In person:

Planning Manager
Fremantle Ports
1 Cliff Street
Fremantle WA 6959

Part Two: Development criteria

3.0 Development criteria

Development criteria have been developed to provide standards for landuse and development in the port area. The development criteria are in two parts:

- Clause 3.1 - 3.24 inclusive contain the development criteria for the land and waters of the Inner and Outer Harbours excluding the West End of Victoria Quay
- Clause 3.25 - 3.34 inclusive are specifically for the West End of Victoria Quay, also known as the Victoria Quay Waterfront area.

3.1 Sustainability

Development and landuse proposals should seek to incorporate the general principles of sustainability. Further information is contained in Appendix 4: Sustainable design.

3.2 Setbacks

Front setbacks:

Front setbacks are calculated as the distance from the front wall of a building to the front lot boundary, it does not include the verge area between the road curb and the lot boundary.

All buildings are to be setback at least 6.0 metres from the principal street frontage. No part of a building may be closer than 6.0 m from the street frontage. Averaging of setbacks is not permitted.

Where a lot has more than one street frontage, all buildings are to be setback at least 6.0 m from all street frontages. No part of a building may be closer than 6.0 m from any street frontage.

Bin stores, water tanks, mobile communication towers and servicing or plant equipment are not permitted in the front setback area.

The requirement for buildings to be setback 6.0 m from all street frontages may be varied and reduced to 2.5 m to each street frontage subject to demonstration that:

- there are no parking, driveways, vehicle access ways and bin stores located between the building and the front/frontages of the lot
- the portion/s of the building fronting the street/s is/are well designed and add/s to the streetscape
- there is well-planned landscaping and a pedestrian path providing access to the building between the front of the building and front lot boundary.

Side setbacks:

Buildings must be setback at least 6.0 m from at least one side boundary.

Buildings may have a nil setback on one side boundary only subject to the provision of a 6.0 m setback achieved on at least one side boundary.

3.3 Site cover

The building footprint should not exceed 70 per cent of a site. The building footprint includes all buildings and structures on a site.

3.4 Building height

Building height will be assessed on the basis of the ability to provide parking, vehicle circulation, storage and landscaping, as well as its impact upon surrounding landuse and development and impact on port operations.

3.5 Onsite storage

The storage of goods, materials and containers onsite should be to the side or rear of a building and be effectively screened, or located within a building to minimise visibility from street frontages.

3.6 Driveways and car parking

Access driveways and car parking should not occupy more than 70 per cent of the frontage of a site.

3.7 Car parking

Parking must be provided onsite to accommodate all expected vehicles.

Car parking should be predominantly located to the side and rear of the site.

The minimum sizes for vehicle parking spaces must be in accordance with AS2890.1 Off-street car parking.

The design of car parking areas should preferably be integrated with landscaping and the stormwater management for the area.

Where there are two or more uses on the same site, the overall parking rate is the sum of separately calculated rates based on the gross floor area (GFA) of each use.

Development/use	Parking required
Industry	2 car spaces per tenancy or lot plus 1 per 50 square metres of GFA
Office	1 car space per 30 square metres of GFA
Restaurant	1 car space per 8 square metres of GFA
Shop	3 car spaces plus 1 per 50 square metres of GFA
Warehouse and storage	2 car spaces per tenancy or lot plus 1 per 100 square metres of GFA
Specialised use, e.g. terminals	As specified by Fremantle Ports
Other development types	As specified by Fremantle Ports
Disabled parking	Minimum one space to be provided onsite. Beyond 100 ordinary parking spaces an additional one disabled bay per 100 ordinary bays is required.

3.8 Vehicle movement / access

Onsite internal circulation roads, services areas, driveways and crossovers are to be designed to enable safe and efficient movement of all vehicles. Site plans must demonstrate how the movement of vehicles to and from the site will integrate and not interfere with the safe and efficient movement of vehicles in the wider port area.

All proposed internal roads, pavement areas, driveways and crossovers, and car parking areas are to be constructed to cater for planned vehicle volumes and types. The scale and operational requirements of some uses may require transport modelling to be undertaken. Applicants will be advised by Fremantle Ports if this is required.

3.9 Landscaping

Landscaping is to be a minimum 5 per cent of the total site area.

All landscaping must be provided within the lot boundary, land external to the lot or leased area cannot be used to meet the onsite landscaping requirement.

Landscaping strips within the primary street setback area are to be a minimum of 2.0 metres wide.

Where a lot has more than one street frontage, the secondary street setbacks are to be treated with a minimum 1.5 metre wide landscaping strip.

All trees are to be a minimum of 100 litres in size at the time of planting. All trees are to be triple-staked and are to be provided with shade and wind protection for the first 12 months.

All designated landscaped setback areas are to be treated with plant species not less than 200ml in pot size.

Verge areas external and adjoining lease areas are to be maintained by the tenant.

Landscaping plans are to include the subject lot and verge.

Landscaping is to be primarily located in the front setback area.

Where a lot has frontage to more than one street, landscaping is to be located across all street boundaries.

A maximum of 20 per cent of an onsite drainage basin, compensating basin or swale may be used as part of a site's landscaping. This is only permitted where the drainage basin, compensating basin or swale is vegetated, is close as practicably possible to the street front of a lot and is clearly visible from the street.

Swale/onsite stormwater drainage areas are permitted to be treated with 'tube stock' landscaping. The banks within swale/drainage areas must be also treated with geotextile matting to assist in the stabilisation of the swale banks and landscaping treatment.

All landscaping is to be reticulated and the preference is that it is integrated with an onsite stormwater management plan.

Vegetation is to be selected from the planting list in Appendix 5.

Street furniture is to be in accordance with the *Fremantle Ports Style Guide*; refer to Fremantle Ports' website.

3.10 Building design

The design of façades is to add to the streetscape appearance. This may be achieved through good design as well as use of different colours, textures or materials. All building facades should provide innovative or varied treatments of each of the following elements:

Front entry

All buildings should provide a canopy recess, awning or colonnade at the principal entry.

Roof design

Roof design should incorporate a combination of pitch, design, height and style.

Variation of building façades

Variation must be provided to building facades through incorporation of: parapet design, roofing heights, building treatments, recesses and overhangs.

3.11 External plant equipment

External plant equipment such as air-conditioning units, telecommunications equipment or mechanical plants must be concealed in screened enclosures or positioned so as not to be visible from the street frontage.

3.12 Signs

Signs must be designed and installed in accordance with the requirements of the sign guidelines detailed in Appendix 1.

3.13 Stormwater

All stormwater is to be contained onsite. A site-based stormwater management plan will be required that demonstrates how onsite stormwater management will:

- reduce the environmental impacts of stormwater and its disposal
- protect buildings and infrastructure from flooding and water logging.

The stormwater management plan should demonstrate how water-sensitive design principles have been incorporated into onsite stormwater management and landscaping. To assist proponents, Fremantle Ports' *Stormwater Management Plan Guidelines* can be accessed at www.fremantleports.com.au Please liaise with Fremantle Ports' Environment officers (9430 3327) for further details of what is required in the stormwater management plan.

3.14 Environmental management

All proposals should be managed in accordance with:

- a Construction Environmental Management Plan (EMP), and/or
- an Operational Environmental Management Plan.

Construction and Operational Environmental Management Plans shall be submitted to Fremantle Ports for review and comment in accordance with any requirements as specified by Fremantle Ports' Environment officers. To assist proponents, further information can be accessed at www.fremantleports.com.au. Please contact Fremantle Ports' Environment officers for further details on 9430 3327.

3.15 Services

Proposals must be provided with services to a standard that allows for effective functioning.

Services include:

- water
- sewerage
- aerobic treatment units or equivalents (may be considered where connection to the reticulated sewerage system is not possible)
- electricity
- telecommunications
- gas service.

3.16 Waste/bin storage

Waste and bin storage areas are to be screened from street view and be of a size to cater for the onsite landuse requirements. These are not permitted in the front setback area; they are to be located to the side or rear of a lot.

3.17 Occupational safety and health

All proposals will be classified, dependent on the onsite activities, into an occupational safety and health classification. These are listed below. For clarification regarding classifications, please email portsafety@fremantleports.com.au

Tier One: Occupational health and safety requirements

Areas leased and not controlled by Fremantle Ports:

- ensure compliance dependent on work areas with *Occupational Safety and Health Act 1984*, *Occupational Safety and Health Regulations 1996*, *Mines Safety and Inspection Act 1994* and *Mine Safety and Inspection Regulations 1995*.

Tier Two: Occupational health and safety requirements

Areas controlled by Fremantle Ports, such as the Kwinana Bulk Jetty (KBJ) common-user berth and Inner Harbour Berths 4 - 10 areas where contractors have been engaged by tenants to perform works:

- ensure compliance dependent on work areas and jurisdiction with *Occupational Safety and Health Act 1984*, *Occupational Safety and Health Regulations 1996*, *Mines Safety and Inspection Act 1994* and *Mine Safety and Inspection Regulations 1995*
- compliance to the Fremantle Ports 'Permit to Work' system.
- Fremantle Ports representative to provide permission to work
- incorporation of the Fremantle Ports incident notification plan.

Tier Three: Occupational health and safety requirements

Areas of work controlled by Fremantle Ports where works are being undertaken by Fremantle Ports:

- ensure compliance dependent on work areas and jurisdiction with *Occupational Safety and Health Act 1984*, *Occupational Safety and Health Regulations 1996*, *Mines Safety and Inspection Act 1994* and *Mine Safety and Inspection Regulations 1995*
- site-based safety management plan to be reviewed by Port Safety Branch
- compliance with the Fremantle Ports 'Permit to Work' system
- Fremantle Ports representative to provide permission to work
- incorporation of the Fremantle Ports incident notification plan.

3.18 Hazardous or flammable material storage

Storage of any hazardous or flammable materials:

- must be appropriately licensed in accordance with applicable State or Commonwealth legislation
- must not pose a safety, environmental or health threat to adjoining areas or people
- must be appropriately separated from surrounding sensitive landuses.

Please liaise with Fremantle Ports' Safety Advisor for further information; call 9430 3402.

3.19 Buffer planning - Inner Harbour

All development in the Inner Harbour area must be designed and constructed in accordance with the requirements of the *Fremantle Inner Harbour Buffer Definition Study*. This is available on Fremantle Ports' website www.fremantleports.com.au

3.20 Fencing

All fencing must be black in colour and constructed of:

- palisade fencing for lots bordering a Maritime Security Area (LRZ)
- cyclone mesh fencing for other operational areas, or
- a suitable alternative material to be approved by Fremantle Ports' Planning Branch.

This requirement includes all light poles, within and external to lease areas, which are to be black.

Fencing on all street boundaries must be visually permeable. No materials are permitted to be attached to any street boundary fence that would in any way obscure it and reduce permeability. Fencing to all street boundaries must, at a minimum, have continuous vertical or horizontal gaps of 50 mm or greater width. This applies to primary and secondary street frontages.

3.21 Building Code of Australia

Compliance with the *Building Code of Australia* is mandatory. To comply with the *Building Code of Australia*, the *Building Act 2011* sets out specific requirements, namely:

Port Works - Structures Not Accessible to the Public

Where proposed structures are in connection with port operations and the public do not normally have access, a Building Permit is not required. However, proponents are to comply with the *Building Code of Australia*. A condition will be placed on the planning approval requiring proponents to have their proposal assessed by a qualified person.

Non-Port Works and Port Works that are Accessible to the Public

Where proposed structures are not Port Works or are Port Works and are accessible to the public, a Building Permit is required. This requirement will be placed as a condition of planning approval to ensure compliance with *Building Act 2011*.

3.22 Port operations compatibility

Building materials must be non-reflective so as not to pose a navigational hazard. Location and orientation of lighting must not pose a navigational hazard. Development works or uses within port waters must not interfere with the functions of the working port which include movement of ships and cargo, stevedoring and the maintenance of port infrastructure and facilities.

3.23 Geotechnical

All ground-level pavements, slabs and hardstand should be certified by a Registered Professional Engineer to withstand proposed loadings of buildings, vehicles, structures and container stacking. Please liaise with Fremantle Ports' Manager Engineering for further information; call 9430 3312.

3.24 Demountable/transportable buildings

The preference is that demountable/transportable buildings are not used.

Short term

Where a building is required in the short term, in the first instance, sea containers converted for office purposes are the preferred building type. These are consistent and fit with the working port environment. Where they are used it should only be for a maximum period of 18 months and will require a bank guarantee of \$50,000 to be lodged with Fremantle Ports, which will be returned when the building is removed. Further details are provided in Appendix 6.

If an applicant seeks ongoing use of an existing traditional demountable/transportable structure, the preference is that there is a roof structure over the building. Select styles have been adopted for the Inner Harbour and Outer Harbour; further details are in Appendix 6.

Long term

Requests to have demountable/transportable buildings in the long term are not encouraged. Where a proponent seeks planning approval for the long-term use of a demountable/temporary building in the first instance, sea containers converted to office use are preferred.

If an applicant seeks the ongoing use of an existing traditional demountable/transportable structure, the preference is that there is a roof structure over the building. Select styles have been adopted for the Inner Harbour and Outer Harbour; further details are in Appendix 6.

All applications for demountable, transportable and temporary buildings

In making application for planning approval the applicant must clearly demonstrate that the proposed building:

- is the only feasible option
- where possible is not visible from any street frontage
- incorporates at least two different external colours
- has all service and utility conduits and air-conditioning units concealed
- has landscaping around the building.

West End of Victoria Quay, Victoria Quay Waterfront area development requirements

Development requirements 3.25 to 3.32 inclusive apply to the West End of Victoria Quay, also known as the Victoria Quay Waterfront area.

3.25 Building design

Any development, including new buildings, building heights and setbacks, should generally comply with the intent of the *Fremantle Waterfront Masterplan*.

Air-conditioning units, telecommunications equipment and mechanical plant must be located in screened enclosures integrated into the building design or behind the roofline, to restrict visibility from street level.

Building materials, structures and forms must be consistent with or complement other buildings within the precinct.

Demountable/temporary buildings are not permitted.

3.26 Signs

Advertising signage should comply with the following documents: *Tenant Signage Guideline Victoria Quay* and the *Victoria Quay Waterfront Urban Design Manual*.

3.27 Heritage

Proponents should take a contextual design approach for additions and/or alterations to a heritage place and new development must be in accordance with the requirements of the *Fremantle Waterfront Masterplan*. The development should comply with the general intent of the *Fremantle Waterfront Masterplan* and the *Victoria Quay Waterfront Urban Design Manual*.

All development applications for property or place that have been entered on the State Register of Heritage Places must demonstrate compliance with the relevant heritage requirements.

3.28 Buffer planning - Inner Harbour

All development in the Victoria Quay Waterfront area must be designed and constructed in accordance with the requirements of the *Fremantle Inner Harbour Buffer Definition Study* which is available on Fremantle Ports' website www.fremantleports.com.au

3.29 Safety and risk management

Please liaise with Fremantle Ports' Safety Advisor for further information; call 9430 3402.

3.30 Building Code of Australia

Compliance with the Building Code of Australia is mandatory. To comply with the Building Code of Australia, the *Building Act 2011* sets out specific requirements, namely:

Port Works - Structures Not Accessible to the Public

Where proposed structures are in connection with port operations and the public do not normally have access proponents are to comply with the Building Code of Australia. A condition will be placed on the planning approval advising proponents to have their proposal assessed by a qualified person.

Non Port Works and Port Works that are Accessible to the Public

Where proposed structures are not Port Works or are Port Works and are accessible to the public, to ensure compliance with the *Building Act 2011* a condition will be placed on the planning approval requiring the proponent to obtain a Building Permit.

3.31 Port operations - compatibility

Building materials must be non-reflective so as not to pose a navigational hazard.

Location and orientation of lighting must not pose a navigational hazard.

Development works or uses within port waters must not interfere with the working port functions including: movement of ships and cargo, stevedoring, maintenance of port infrastructure and facilities.

3.32 Geotechnical

All ground-level pavements, slabs and hardstand should be certified by a Registered Professional Engineer to withstand proposed loadings of buildings, vehicles, structures and container stacking. Please liaise with Fremantle Ports' Manager Engineering for further information; call 9430 3312.

Appendix 1: Sign guidelines

Objective

All advertising and directional signage in the Port of Fremantle is to be designed so that it:

- provides easily understood information
- complements building form, design and colour
- makes a positive contribution to the streetscape and the port
- facilitates the safe and efficient operation of port facilities.

Application

The Sign Guidelines apply to development in the Inner Harbour and Outer Harbour. The exception is the West End of Victoria Quay which has its separate requirements.

Development statements

Identification signage

- 1.1 All signs require approval from Fremantle Ports, unless exempt under Clause 2.2.
- 1.2 Signs must be used for business identification purposes only and not for advertising products or services.
- 1.3 Signs must not be mounted about the roofline of a development. Signage painted on rooftops is not permitted.
- 1.4 Signs must not have an area greater than 20 per cent of the area of the wall to which it is applied.
- 1.5 Signs should not be applied to more than two walls within any development.
- 1.6 Banners, bunting, sandwich boards or other similar promotional advertising signs are not allowed.
- 1.7 There should be no more than two identification signs installed for any leasehold area.
- 1.8 Lighting associated with advertising signs must not interfere with the safe movement and operation of vehicles, navigation aids, the aesthetics of the streetscape and the safe operation of port facilities.

Application requirements

All proposals seeking planning approval must include the following information:

- site plan showing location of the proposed sign
- elevation drawings showing: location of the sign, dimensions and area of the sign, design and proposed colours of the sign, and any illumination.

Note: For the Victoria Quay Waterfront, please also refer to *Tenant Signage Guideline Victoria Quay* and the *Victoria Quay Waterfront Urban Design Manual*.

Appendix 2: Planning Approval Application Form

Fremantle Ports

Application for planning approval

Applicant's name _____

Company _____

Email _____

Phone number _____

Mailing address _____

Address for correspondence _____

Development location: lot and street number, street name, location _____

Description of proposal _____

Existing buildings and use _____

Approximate cost of proposal _____

Estimated time of completion _____

Applicant's signature _____

Date _____

Appendix 3: Application checklist

Applicant’s name.....

Applicant’s contact number.....

Address of proposal.....

Description of proposal.....

.....

Applications cannot be assessed until all required information is received.

Planning Report

Applicant to write Yes/No in each box

Planning report is completed and includes the following:

A description of current and planned onsite activity/s	
Hours and days of operation	
Number of employees	
Provision for growth of the business	
Onsite parking requirements for employees and visitors	
Relationship of the activity to the Port of Fremantle	
Compliance with the <i>Planning Guidelines</i>	
Onsite vehicle movements	
Vehicle volume generation	
Integration with surrounding and local transport network	
Integration and reliance on wider transport network	
Ability of vehicles to safely access the site	
Details of any earthworks, excavations and/or dewatering requirements	

Plans

Plans to include the following:

Plans at a scale of either 1:100, 1:200 or 1:500	
Location of the site, including street names, lot number, north point and site dimensions	
Setbacks	
Site coverage	
Crossovers	
Fencing	
Existing and proposed ground levels	
Existing and proposed finished floor levels	
Location, height and type of all existing structures and vegetation	
Vehicle parking, access and onsite circulation	
Vehicle loading/unloading areas	
Landscaping	
All building elevations, sections and internal floor plans with clear dimensions marked on the submitted plans	
Signage including dimensions, materials, and colours	
Services to the site	
Onsite stormwater drainage	

Environment

Applicant to write Yes/No in each box

If the following environment information is required, it is to be submitted at the time of making application for planning approval:

Construction Environmental Management Plan	
Operational Environmental Management Plan	

Appendix 4: Sustainable design

Introduction

Fremantle Ports is committed to operating in a sustainable manner. One way of achieving this outcome is through promoting sustainable design measures into buildings and developments.

Objectives

To encourage the design and construction of sustainable buildings and developments at the Port of Fremantle to achieve the following outcomes:

- optimised environmental outcomes
- conservation and efficient use of resources
- reduced waste and increased reuse and recycling
- sustainable landuse and transport options.

Application

These guidelines apply to all development including the construction of new buildings, redevelopment or refurbishment.

Development statements

Energy use

- 1.1 Buildings and developments are to be designed to improve energy efficiency. Energy Use - Renewable Energy Inverter in excess of 5Kw @ 230V 50Hz must first seek technical approval from Fremantle Ports. Please see Synergy - (Sep 2011) Renewable Energy Buyback Scheme Application Electricity Industry (Licence Conditions) Regulations 2005.

Water use

- 2.1 Buildings and developments are to be designed to reduce scheme water consumption through water-use efficiency measures and water-harvesting/re-use opportunities.

Building material selection

- 3.1 Wherever possible building materials with a reduced environmental impact should be selected.

Air quality

- 4.1 Buildings and developments are to be designed or incorporate measures that maintain optimal air quality by minimising the release of airborne pollutants.

Transport

- 5.1 All developments should be designed to promote the use of sustainable transport options.

Waste management

- 6.1 Appropriate waste management measures should be implemented in order to reduce the environmental impacts of site operations.

Application requirements

All planning approval applications that involve the construction of new buildings or facilities should be accompanied by a brief report that details how these guidelines have been addressed. Where a proposal is unable to meet the guideline requirements, the proponent's report is to demonstrate that all reasonable steps have been taken to incorporate sustainable design features.

Appendix 5: Planting list

The planting list is designed to be used at the Inner Harbour and Outer Harbour and is drawn from the *Fremantle Ports Landscape Style Guide*.

Trees

Inner Harbour

Acacia rostelifera
Acacia saligna
Araucaria heterophylla
Casuarina cunninghamiana
Casuarina equisetifolia
Eucalyptus erythrocorys
Eucalyptus preissiana
Eucalyptus utilis
Melaleuca lanceolata
Metrosideros excelsa

Outer Harbour

Acacia rostelifera
Acacia saligna
Araucaria heterophylla
Casuarina equisetifolia
Casuarina obesa
Eucalyptus preissiana
Eucalyptus utilis
Hakea prostrata
Melaleuca lanceolata
Metrosideros excelsa

Ground cover

Inner Harbour

Acacia lasiocarpa
Clematis pubescens
Eremophila glabra
Grevillea crythmifolia
Grevillia 'Gilt Dragon'
Hardenbergia comptoniana
Hemiandra pungens
Hibbertia scandens
Juniperus confertus
Rhagodia baccata
Scaevola crassifolia

Outer Harbour

Acacia lasiocarpa
Clematis pubescens
Eremophila glabra
Grevillea crythmifolia
Grevillea obtusifolia prostrata
Grevillia 'Gilt Dragon'
Hardenbergia comptoniana
Hemiandra pungens

Hibbertia scandens
Juniperus confertus
Rhagodia baccata
Scaevola crassifolia

Shrubs

Inner Harbour

Acacia pulchella
Adenanthos sericea
Boronia alata
Ficinia nodosa
Lepidosperma gladiatum
Leucophyta brownii
Melaleuca huegelii
Olearia axillaris
Westringia sp.

Outer Harbour

Acacia pulchella
Adenanthos sericea
Agonis fl exuosa 'Nana
Boronia alata
Calothamnus quadrifidus
Ficinia nodosa
Lepidosperma gladiatum
Leucophyta brownii
Melaleuca huegelii
Olearia axillaris
Templetonia retusa
Westringia sp.

Appendix 6: Demountable/transportable buildings

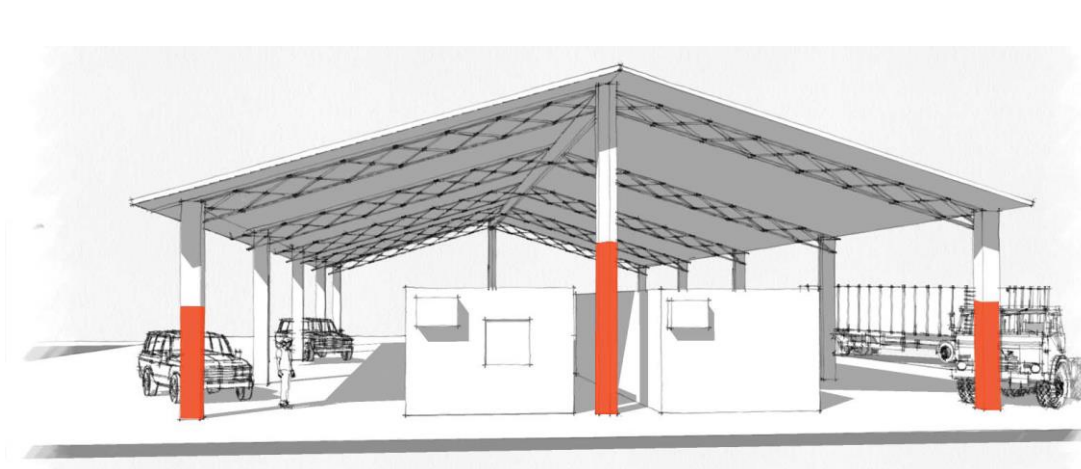
The preference is that demountable/transportable buildings are not used. Generally, these will not be supported.

Where a temporary building is required, in the first instance sea containers converted to office uses should be used. These are consistent and fit with the working port environment. If an applicant seeks to pursue using a traditional demountable/transportable structure, the preference is that they have a roofing structure over the building. Select styles have been adopted for the Inner and Outer Harbours.

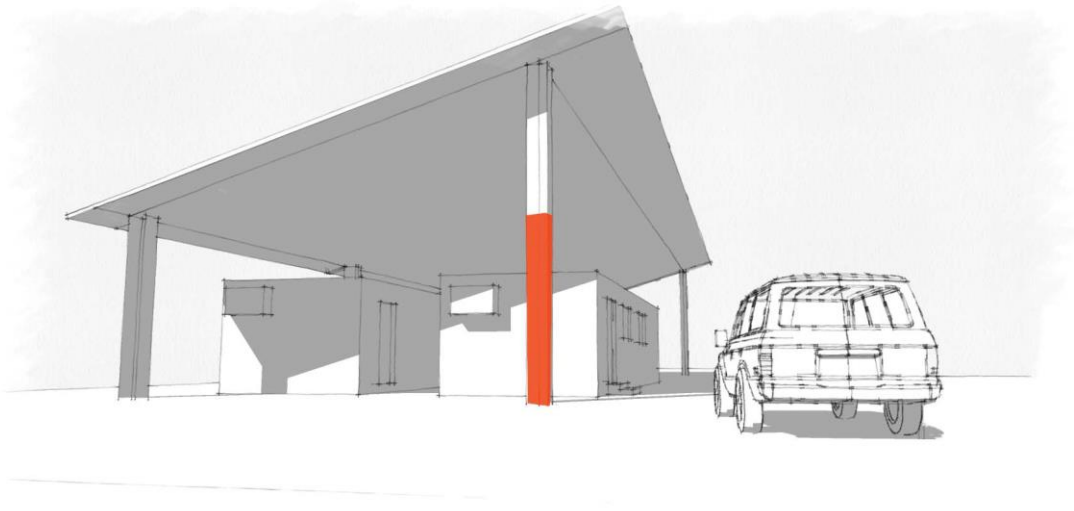
Sea containers converted to offices - Inner Harbour and Outer Harbour



Inner Harbour short-term building roof covers



Outer Harbour short-term building roof covers



Appendix 7: Electrical requirements

These electrical requirements apply to all Fremantle Ports' tenants, particularly those requiring new or increased electrical supply or multiple electrical supplies to a lot.

General electrical installations

Tenants requiring a new or increased electrical supply at low voltage (LV) in excess of 399A are required to be fed at high voltage (HV) from Fremantle Ports.

All costs associated with a new and/or improved electrical supply from Fremantle Ports will be met by the tenant.

Under the West Australian Electrical Requirements all high-voltage customers are required to provide their local network operator with a HV Submission before purchasing electrical equipment. Upon request, Fremantle Ports will provide a letter of authority to a HV tenant which will allow their electrical engineer direct access to Western Power for this purpose.

Please note that Fremantle Ports' electrical installation at the Inner Harbour is part of the South West Interconnected System (SWIS). Western Power is the Network Operator for the Inner Harbour and not Fremantle Ports.

All electrical work carried out at the Inner Harbour by a tenant at low voltage and/or high voltage is subject to all relevant Australian Standards and the Network Operator's Rules and Regulations.

Fremantle Ports must determine what impact the tenant's electrical equipment will have upon the surrounding electrical infrastructure. To meet this need, a copy of the tenant's HV Submission is to be sent as early as possible to the Electrical Branch at Fremantle Ports for its review and comment.

Fremantle Ports conducts an annual energy compliance audit to aid in planning for future electrical requirements of the port. Tenants receive an annual request from Fremantle Ports to provide information regarding their existing After Diversity Maximum Demand (ADMD) and any future changes to their ADMD.

In some circumstances, to improve the security of supply to HV customers, Fremantle Ports may provide an alternative point of electrical connection. The alternative supply will be termed a back-up supply and be solely controlled by the Electrical Branch at Fremantle Ports. The cost of installing a back-up supply must be met by the tenant.

Multiple electrical supplies to a lot

The following information for the segregation of electrical power between lots located at Fremantle Ports' Inner Harbour is based upon the Western Australia Electrical Requirements.

Crossing electrical supplies over lease boundaries within an area should be avoided where possible. This is because multiple electrical supplies to an area can compromise safety when isolations are required by electrical workers and/or emergency services.

In general, Fremantle Ports will only provide one point of connection to each lot. The exceptions and clarifications to this are:

1. When Fremantle Ports is required to cross a leased area, with a HV or LV cable.

These underground cables can be used to provide power to other tenants in the locality which may be via a Fremantle Ports controlled HV substation. Fremantle Ports will make available, at its request, the records of where Fremantle Ports' electrical cables and substations are located within leased areas.

2. When an enterprise takes over the lease of an adjacent lot or lots and requires one power supply for the total area concerned.

In this case the tenant will usually have just one point of attachment to Fremantle Ports' electrical network and one set of revenue meters. It should be noted that power supplies in excess of 399A at 415V require the tenant to be a HV customer.

3. Under no circumstances will a tenant be allowed to transfer electrical power between lots that are not adjoining.
4. When a tenant requires more than one LV supply to an area that contains more than one lot.

The tenant must, at their own cost, establish electrical zones to clearly identify the extent of the electrical zone to the emergency services, electrical workers and Fremantle Ports.

5. At the tenant's cost the electrical zones must be established and maintained as follows:
 - a. Planning approval to establish/change electrical zone/s must be first obtained from Fremantle Ports.
 - b. Electrical zone boundaries must follow easily recognisable boundaries, such as buildings, fences and driveways.
 - c. Electrical zone boundaries must be established following a straight line between two points.
 - d. Electrical zone boundaries must not intermingle, zigzag or cross over in any way.
 - e. The electrical zones must be controlled by a tenant's zone main switchboard. This switchboard must clearly identify the zone that it controls.
 - f. A computer-generated electrical zone diagram showing both the geographical and electrical layout must be attached to every main zone switchboard and a certified copy must be provided to Fremantle Ports.
 - g. Unique labels must be affixed to the main zone switchboards that correspond with the identification on the electrical zone diagram.
 - h. To provide information to both emergency and operational staff, the tenant must supply and install an indelible weatherproof sign a minimum of 1m x 1m located at each entrance to the site. This sign must clearly show the electrical zones in the area and where each zone can be isolated from. The sign must be clearly visible at all times and be kept clear of all obstructions, such as vehicle parking, trees and shrubs.

- i. All updated zone diagrams, signs and labelling must be made at the time of the zone change.
- j. The zone diagram must be annually certified as complying with all electrical standards by a licensed electrical contractor or engineer.
- k. A certified copy of the electrical zone diagram is to be sent to Fremantle Ports every year, even if it has not been amended in the previous 12 months.
- l. In addition to the above requirements, the electrical installation must comply with all Australian Standards, WAER and Regulations as required by the Network Operator.



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