



Dedicated to a better Brisbane

7 May 2026

The Religious Society Of Friends (Quakers) Queensland Regional Meeting Inc.
C/- Gaskell Planning Consultants
PO Box 8103
WOOLLOONGABBA QLD 4102

ATTENTION: Sophie Phillips
Application Reference: A006993315
Address of Site: 10 HAMPSON ST KELVIN GROVE QLD 4059

Dear Sophie

RE: Information request in accordance with the Development Assessment Rules

Council has carried out an initial assessment of the above application and has identified that further information is required to progress the application to a decision.

Land use & Operation

1. It is acknowledged that the extensions to the site have been lodged as a Community use, however, the site was originally established as a Meeting hall (Place of worship) and is currently occupied by what is understood to be a religious organisation. The submitted information advises that the existing "meeting house serves as a community hub and provides space for meetings, events, and gatherings, and is also used by spiritual groups, social service organisations, and other local community groups". Based on this description, the proposed and existing activities may align with multiple defined uses under *City Plan 2014*, including Community use, Place of worship, and Function facility. Clarification is therefore required to confirm the primary and ancillary use(s) of the development for the purpose of assessment. As well as this, the submitted material states the development will maintain its existing hours of operation but has not identified what these hours are. This information is required in order to determine the impact on surrounding residential uses.

Further information is required to clearly understand the function, operation, and intensity of activities occurring and proposed on the site, in order to determine the appropriate land use definition(s) under *City Plan 2014* and to assess potential impacts on surrounding sensitive uses. Provide the following:

- a. Provide an assessment for each identified use, demonstrating how the proposed development aligns, or does not align, with the corresponding definitions in *City Plan 2014*;
- b. A detailed description of the nature and type of activities conducted onsite, as well as the frequency of those gatherings and events;
- c. Typical and maximum patrons to the site for events; and
- d. Hours of operation for the development.

Caretakers Accommodation

2. The submitted plans show a caretaker's accommodation that is 2 storeys tall, with what appears to be 2 units (one on each level). The ground level is 1 bedroom with a kitchen and laundry, and the first level is 3 bedrooms with a kitchen and laundry. Both units

appear to be able function independently. The levels also appear to have independent access from each other and the carport does not provide internal access to the accommodation. Engineering plans note that one level is a granny flat and the other will be the caretaker's accommodation. The submitted documentation advises that the caretaker's accommodation will be occupied by workers at the site and their families but does not provide sufficient justification on the number of occupants required for the significant increase in size compared to AO1 of the Caretaker's accommodation code. Further clarification is required in order to determine which land uses are intended for the structure.

- a. Provide an assessment and justification on how the proposal meets the definition in *City Plan 2014* of a caretaker's accommodation. Ensure that the structure is one single residence. Confirm that no part of the caretaker's accommodation will be utilised as a Dwelling unit or Short term accommodation.
3. The caretaker's accommodation has private open space allocated to it that, whilst it meets the minimum of 30m², is not screened from other activities onsite or is directly accessible from a living room. The space is spread amongst three separate areas and is not functional in its size and shape.
 - a. Provide amended plans which show the private open space allocated to the caretaker's accommodation which is functional and appropriately screened from adjoining uses onsite.

Stormwater

4. The stormwater calculations has not correctly identified likely impacts to flows as the site fraction impervious area has been combined with the undeveloped part of the site. Provide flows off only the developed parts of the site using a 100% impervious area with a Tc no greater than 7mins (5mins roof + 2mins pipe). The difference in flows between existing developed areas and the proposal will then provide the actual increase in flow that is likely to occur and negates partial area impacts.
5. The site does not have a lawful point of discharge as proposed. The additional impervious area will increase the frequency, volume of flows from the site and discharge these flows through private properties causing an actionable nuisance. As noted by *City Plan 2014*, stormwater detention does not negate a LPD as all storm events would need to be mitigated such as 1EY to 1% AEP events and this still does not resolve stormwater volume increases which would require stormwater storage and reuse.
 - a. Seek permission to connect to the downslope piped drainage in 22 Hampson Street or investigate if a mapped foul water line connects into this site with its capacity being sufficient for site flows. Other options such as grading the carpark and driveway back out to Hampson Street may be beneficial, even if only for major flows.
 - b. Stormwater detention would be required and sized based on Councils IDPSP requirements or provided via hydrological modelling of the developed area. Where flows are discharged into the pipe at 22 Hampson Street detention from the 2Y ARI to 1% AEP is required. Council comment regarding detention in the IDPSP is in regard to wider flood management for creeks and does not apply to a site at the top of an overland flow path catchment, nor where LPD issues occur.
6. Upslope Stormwater connection
 - a. Provide a 3m wide easement for overland flow purposes along the centreline of the two existing low points through the site.

Earthworks

7. Sections B and C on plan P210/C and P211/C Preliminary Bulk Earthworks Sections Sheet 1 and Sheet 2, show significant cut, with walls of approximately 1.5m, however the proposal does not make provisions for catch drains.

It is also noted that substantial fill is proposed with retaining structures that exceeded the 1m maximum height as required by the Filling and excavation code. Walls in the order of 1.8m to 2.3m are not proposed tiered, terraced and/or stepped. This proposal needs to be reviewed and amended to reduce the excessive cut/fill minimising the impacts on trees and vegetation to be retained. In addition, the site is extremely steep, and earthworks shall need to be reduced to minimise site disturbance. In accordance with PO1, PO2 and PO5 of the Filling and Excavation Code, provide amended earthworks plan reducing fill and to incorporate the following:

- a. Section B and C are to provide a drainage solution (catch drains) - for the areas of cut. In addition, proposing to utilise the existing wall as shown on notations within sections "*existing wall to be protected during construction*" will require endorsement from a structural RPEQ to certify the structural integrity of those walls.
- b. Section D is to provide the setback distance from the proposed works to the existing vegetation and identify trees to be removed and/ or retained.
- c. Provide an additional cross section with levels and details including setback distance from the proposed works to the adjoining neighbouring boundary to the north-east (12 Hampson Street – Lot 33 on RP20359) and demonstrate no adverse impacts on the adjoining land, as result of proposed works.
- d. Provide retaining walls that are tiered, terraced and or stepped in accordance with the Filling and excavation code.

Advice: The existing sewer manhole is required to be raised to match the proposed new levels and a build over sewer infrastructure will be required, subject to UU approval. However, the proposed cross sections should show the existing infrastructure and bridging details

Refuse & Servicing

8. It is recommended that the smallest possible vehicle necessary to adequately service the site is adopted, and that the vehicle is able to turn around within the site. Refuse collection needs to be resolved (see below). Using the smallest practical private RCV vehicle for on-site refuse collection would simplify access and manoeuvring to turn around within the site.
9. A review of the architectural suite of plans has not demonstrated the location of either a dedicated refuse room (within a building) or refuse enclosure (roofed and wholly screened) which provides sufficient storage, capacity and source separation for the Community Facilities, Short-Term Accommodation and Caretaker's uses generated 1,199L of general refuse and 960L of commingle recycling each week. In accordance with PO5/ AO5 & PO20/ AO20 of the Community facilities code, PO32/ AO32 of the Multiple dwelling code and PO8/ AO8.1 and AO8.2 of the Infrastructure design code, provide amended architectural plans which addressed the following:
 - a. Clearly demonstrate the development has provided either a refuse room (within a building) or refuse enclosure (roofed and wholly screened) which has a minimum area of 4.59m² (internal dimensions of 3.06m x 1.5m) to house two x 1,100L bulk bins, serviced maximum once per week within the LMR2 zone.
 - b. Ensure the location of either the refuse room or refuse enclosure results in bins being manoeuvred no greater than 5m to the rear of the RCV during servicing.
 - c. Clearly demonstrate the loading and servicing area gradient does not exceed 1:20.
10. It is noted that the in-situ driveway, Power Pole and narrow frontage of 11.5m along the Hampson Street Road frontage significantly impacts the development adopting kerbside collection of the required five (5) x 240L MGBs for rubbish & three (3) x 360L MGBs for recycling. The non-residential development is required to provide on-site collection of refuse and recycling. It is noted that the driveway, aisle, and carriageway width being less than 6.5m wide for a Refuse Collection Vehicle (RCV) may be acceptable subject to

RPEQ endorsement. In accordance with PO1/ AO1, PO19/ AO19.2 & AO19.3 and PO8/ AO8.1 & AO8.2 of the Infrastructure design code, address the following:

- a. Provide an RPEQ certified swept path analysis for a 10.24m Rear Loading RCV (As per BSD - 3008-2) as specified in Table 3 of the Refuse PSP which demonstrates safe and efficient on-site servicing can be undertaken whilst utilising a lock-to-lock time of 6.00s and kerb-to-kerb turning radius of 9.757m.

OR

- a. Alternatively, if seeking to utilise a smaller Private Waste Contractors RCV to that specified in Table 3 of the Refuse PSP provide an RPEQ certified swept path analysis for the alternative vehicle which demonstrates safe and efficient on-site servicing.
 - i. Furthermore, provide a letter or e-mail (on-letter head) from the preferred private waste contractor who will be servicing the site which stipulates that they have the subject vehicle within their Brisbane Fleet that will be servicing the site, with the letter to demonstrate the servicing frequency and advise of the vehicle specifications (i.e., length, width, track, operational height, lock to lock etc).

Biodiversity areas overlay

11. The proposed development is within the General Ecological Significance (GES) sub-category of the Biodiversity areas overlay, triggering assessment against Section C of the Biodiversity areas overlay code. It is acknowledged that the development footprint for the proposed works has been consolidated around the existing disturbed footprint area, however, the submitted Vegetation Retention Plan indicates impacts to native vegetation within the Biodiversity areas overlay. It is currently unclear from the information provided as to the extent of impacts to native vegetation as a result of the proposed development. To demonstrate compliance with the Biodiversity areas overlay code, provide the following information.

- a. Amend the Vegetation Retention Plan to include the following:
 - i. Identify the full extent of proposed earthworks (cut/fill) required during construction of the development.
 - ii. Where works encroach into the Notional Root Zones (NRZs) of any native trees identified to be retained, an Arboricultural Impact Assessment prepared by a qualified arborist (minimum AQF level 5 Arboriculture) is required to support the retention of trees in perpetuity.
- b. Provide an Offset Delivery Strategy that confirms the total impact area to be offset in accordance with PO9 of the Biodiversity areas overlay code and the Offsets PSP.

Noise – Community Facility

12. The proposed development is an intensification of the existing site. Therefore, an acoustic report is required to support the proposed intensification of the use of the site. The proposed development and its location near sensitive land uses/zoning have the potential to impact on the noise amenity of such uses. The applicant therefore needs to demonstrate that an adequate level of amenity as per the Code can be provided at such locations.

- a. Submit further information demonstrating that the proposed use can comply with the hours and acoustic barriers as prescribed in AO1.1 – AO2.2 of the *Community Facilities Code*. Where compliance cannot be achieved, the applicant is to submit for approval a Noise Impact Assessment Report prepared in accordance with the *Noise Impact Assessment Planning Scheme Policy* demonstrating that PO2 of the Code can be achieved.

Significant vegetation, topography and landscaping

13. The site is within the Hillside character precinct of the Ithaca District neighbourhood plan which requires the retention of existing visual and physical amenity, including the site's

topography and significant vegetation. Many trees within the site are also protected by NALL (Significant Native Vegetation category) including a number of significant Hoop Pine trees which may be impacted by earthworks, car parking or stormwater works for the current proposal.

While the proposal intends to remove only 9 trees, the retention status of an additional 17 trees is subject to Arborist Inspection. An Arboricultural Impact Assessment (AIA) will be required to assess and report on potential impacts and provide recommendations to inform any required revisions to achieve the long-term viability of trees to be retained.

A proposal that ensures the retention of Trees #7, #40, #41, #61 and #107 as identified on the Vegetation Retention Plan is required to demonstrate compliance with relevant codes in the Neighbourhood plan due to the trees' contribution to local landscape character.

The proposed extent and impacts of earthworks is not clear, however the use of extensive cut and fill and retaining walls would not be supported. The proposal should incorporate construction methodologies such as posts or piers, that minimise the amount of alteration to site topography as required by OO11(c) (iii). This would help protect tree root systems and avoid changes in regular water availability for other significant vegetation within the site and catchment area.

The retention of Trees #32 to #38 inclusive should also be prioritised to retain visual amenity and privacy for adjoining residents on Hampson St.

The location and details of proposed landscaping and safe pedestrian access from the site frontage to main building entries must also be provided for assessment.

- a. Revise the proposal to ensure the healthy retention of Trees #7, #40, #41, #61 and #107 as identified on the Vegetation Retention Plan.
- b. Provide an Arboricultural Impact Assessment (AIA) including a Tree Survey with accompanying Tree Schedule prepared by an AQF min Level 5 Arborist. The AIA must include:
 - i. Tree locations accurately indicated on a plan overlaid with the proposed earthworks and revised built form, including tree specifications and dimensions (i.e., DBH, TPZ, SRZ, Canopy diameter, height) and assessment notes (i.e., tree health, condition);
 - ii. An assessment of potential development impacts and recommendations (including long-term post-construction impacts, such as potential changes to soil hydrology) to ensure tree health, structural integrity and longevity;
 - iii. Clear photographs as supporting evidence of report findings (e.g., existing tree health, form, condition).
 - iv. Recommendations, where required, to ensure the healthy retention of Trees identified for retention on the proposed Vegetation Retention Plan, including Trees #7, #40, #41, #61 and #107, and where possible, Trees #32 to #38 inclusive.
- c. Provide an Earthworks plan indicating the extent and depth of earthworks, achieving a maximum 15% encroachment into the Notional Root Zone (NRZ) of trees to be retained.
- d. Provide a Landscape concept plan that includes:
 - i. The location and height of retaining walls adjoining landscaped areas;
 - ii. The location of deep planting areas with sufficient dimensions to support the establishment of new trees, free of infrastructure and services;
 - iii. Shade canopy trees to provide shade to driveways and car parking areas;
 - iv. Buffer planting between site boundaries and driveways or car parking areas;
 - v. Integration of existing trees into the landscape design;
 - vi. Safe and convenient pedestrian access from the streetscape to main building entries;

- vii. A Planting Palette of proposed species and forms;
- viii. Proposed replacement tree species and stock sizes, located in sufficient deep planting areas to establish and maintain replacement trees without long-term conflict with the proposed built form and associated infrastructure.

Note: The Landscape concept plan should exclude areas covered by an ecological management plan or similar.

Urban Utilities (UU)

Council does not undertake water and sewer assessment of any planning applications. Contact UU on (07) 3432 2200 to discuss any water and sewer issues and whether you are required to submit an application to UU for assessment.

Responding to this request

Your response should include a summary table which outlines any changes to performance outcomes and plans that have resulted from addressing the issues outlined above. The table should also include details of any supporting documentation.

If a response is not provided within the prescribed response period of three (3) months assessment of the application will continue from the day after the day on which the response period would have otherwise ended.

Email your response to DSPlanningSupport@brisbane.qld.gov.au quoting the application reference number A006993315.

Please phone me on the telephone number below during normal business hours if you have any queries regarding this matter.

Yours sincerely



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