

## Childcare Centre Guidelines

### 1. Introduction

These guidelines apply to land zoned Residential. The Wyndham Planning Scheme provisions require any person wishing to open a childcare centre to apply for a Town Planning permit from Council. Council supports appropriately located, designed and managed child care centres which do not detract from the residential amenity of an area and the purpose of this guide is to ensure such development.

### 2. Definition of a Childcare Centre

2.1.1 Under the Wyndham Planning Scheme a childcare centre is defined as:  
Land used to care for five or more children who are not permanently resident on the land.

### 3. Requirements for a Planning Permit Application

Note – Please check the title for restrictive covenants. Council is unable to issue permits for any development that contravenes a restrictive covenant registered in a title.

3.1.1 Information required in support of an application for a childcare centre

- Completed application form.
- Fee for consideration of the Planning permit application (refer to fee schedule).
- Copy of Certificate of Title for subject site.
- Plans - three (3) copies of site layout plan and elevation to a scale of 1:100 to a professional standard and one (1) copy of the plans and sketches at A3 size for ease of reproduction showing the following information:
  - Site analysis and design response;
  - Buildings - the location, layout, area and use of all the buildings on the site; Vehicle parking layout and access/egress details;
  - Surface treatments indicated;
  - Elevations of new or renovated buildings;
  - Landscaping existing and proposed as per guidelines within;
  - Advertising signs size, location, colour and construction;
  - Internal access – pedestrian paths and footpaths;
  - Fencing – details of perimeter fencing height, design & materials;
  - Street services – location of power poles, street trees, drainage pits, fire hydrants etc affecting access.

### 3.1.2 Report outlining:

- How the proposed development fits in with Council's Local Planning Policy Framework;
- Numbers of staff;
- Intended of hours
- Numbers of children cared for.

## 4. Policy

### 4.1.1. It is policy that:

- The use and development will have minimal impact on the area, with respect to the design of the building, traffic, car parking, access and overall site layout;
- The built form of development intended to accommodate non-residential uses;
- Be of a scale and architectural scale compatible with a residential area;
- Advertising signage should be low key in keeping with Council's advertising policy for residential areas;
- The development include features to reduce the noise, loss of privacy and to enhance the appearance of the development, including landscaping, screening and acoustic fencing to cause minimal loss of amenity, privacy and convenience to people living in nearby dwellings;
- The siting and design of buildings and works including carparking areas should respond to the surrounding housing and streetscape;
- In established residential areas, non-residential uses be located along roads that are capable of carrying anticipated traffic volumes;
- Non-residential uses operate in a manner that causes minimal loss of amenity, privacy and convenience to people living in nearby dwellings in regard to intensity of use, hours of operation any overshadowing, overlooking, noise, traffic impacts, avoidance of light spill, waste management and the provision of facilities.

## 5. Criteria for Childcare Centres.

### 5.1 Location Criteria

- 5.1.1 Accessible to public transport;
- 5.1.2 Avoiding arterial roads;
- 5.1.3 Avoid clustering with other nonresidential uses.

### 5.2 Siting Criteria

- 5.2.1 Site area needs to be adequate for the provision of onsite car parking, pedestrian access, setbacks and landscaping.

### 5.3 Design Criteria

- 5.3.1 All childcare centres should have a "residential scale", height, form and setback which is sympathetic to the character of the adjoining buildings and the streetscape.
- 5.3.2 Development must be sited to avoid overshadowing, overlooking and buildings built to the boundary
- 5.3.3 The design must cater for the existing level of residential amenity and minimize the potential for nuisance in terms of:
  - Visual impact;
  - Noise associated with operation of the child care facility and car park

- Odour relating to disposal of any waste;
- Light spill from external security lighting;
- Overflow car parking.

5.3.4 Security lighting must not to be illuminated constantly but must be designed to respond to sensors only.

5.3.5 Fencing must be sympathetic to adjacent residents and ensure privacy for children attending the centre.

## 5.4 Car Parking

5.4.1 Car parking shall be provided at the rate of 0.22 car parking spaces per child and meet the design requirements as listed within Clause 52.06-8 of the *Wyndham Planning Scheme*.

5.4.2 Should a waiver of car parking spaces be sought, staff numbers and capacity for on street car parking will be considered, subject to assessment by Council's Traffic Engineers.

5.4.3 The site will need to be drained to be used in accordance with the plan, treated with an all-weather seal and line marked where appropriate.

## 5.5 Landscaping

5.5.1 Provision of a landscape strip along the street frontage of at least 3.0 metres in width.

5.5.2 Landscaping is required to provide a buffer to adjoining residential properties and should avoid the introduction of environmental weeds and accord with Wyndham's Landscape Guidelines for Town Planning Applications.

## 5.6 Advertising

5.6.1 A planning permit may be required for advertising signs associated with a child care centre. Council's Advertising Sign Policy discourages signs with advertisements above 2sqm in area in residential locations, and seeks to limit the number of signs per premises. Flood lit and illuminated signs also require planning permission.

5.6.2 Signs shall be located to avoid obstructing sight lines for vehicles accessing and leaving the site and not result in any light being emitted beyond the boundaries of the site.

## 5.7 Management

5.7.1 The hours of operation would be generally limited to those which are compatible to the character of the area.

5.7.2 Appropriate provisions must be made for the disposal of refuse and waste materials.

5.7.3 Any external facilities must be located with consideration for residential developments adjacent.

## 6. The Approvals Process

6.1.1 Applicants will be required to give notice of a child care centre proposal in one or more of the following ways:

- Sign on site;
- Pay a fee for notification to surrounding property owners and occupiers by certified mail; and/or notification in a local newspaper;
- After consideration of the merits of an application, any objections, and the balance of considerations required in the planning scheme, a decision will be made in respect of the proposal

