



Local Planning Policy 6.6.3 – Design Review

1. Introduction

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This Policy may be cited as Local Planning Policy 6.6.3 – Design Review, and LPP 6.6.3.

Integrating design review into the planning framework is a key component of the implementation and operation of State Planning Policy 7.0 ‘Design of the Built Environment’ to achieve good design outcomes. Design Review is a mechanism for integrating qualitative design assessment by independent professionals against performance-based design principles, which provide a guide to achieving good design.

2. Objectives

This Policy provides the framework for a Design Review of relevant proposals to support the assessment of design principles by:

- Ensuring higher quality built form outcomes and an improved public realm through Design Review of relevant proposals and Shire projects.
- Protecting and preserving the heritage, character and natural features of the area through built form design considerations.
- Outlining the types of proposals and other planning documents that will require design review.
- Outlining the process and responsibilities for referring proposals and other planning documents for Design Review.
- Establishing the process for fees and charges.

3. Policy Scope

This Policy applies to proposals within the Shire of Harvey that meet the threshold requirements identified in clause 4.1.

4. Policy

- (a) The Shire will be a participant in the South West Joint Design Review Panel.

- (b). The operation of the Design Review Panel will occur in accordance with the adopted Terms of Reference.
- (c). The Design Review Panel will review relevant proposals against the design principles of State Planning Policy 7.0 Design of the Built Environment.
- (d). The Design Review Panel performs an advisory function and the decision maker shall have due regard to the Panel's advice and recommendations.
- (e). The Shire encourages proponents to undertake Design Review early in the design concept stage, prior to the submission of an application for the proposal.

4.1 Proposal Threshold

Design Review should be utilised for the following proposals:

- (a). Applications that may impact on a place listed in the Shire's Municipal Heritage Inventory and/or Heritage List.
- (b). Development Assessment Panel applications where a design element may impact on the character, appearance or streetscape of the area.
- (c). At the discretion of the Director Sustainable Development, major development proposals where a design element may impact on the character, appearance or streetscape of the area.
- (d). Any other planning proposals that may impact on the character, appearance or streetscape of the area.
- (e). Shire building projects.

4.2 Timing and Number of Reviews

- (a). The number of Design Reviews needed will vary depending on the complexity of a proposal; however, for major proposals two Reviews are typically needed for the process to be effective.
- (b). Design Reviews should occur before an application is submitted. It is strongly recommended that the first Design Review takes place during the concept design stage to ensure that proponents can take advantage of the advice offered at a time where the design is flexible enough to accommodate change without impacting on time and cost constraints.
- (c). A subsequent Review should typically occur at a stage when the design has been further progressed. Depending on the outcome of the initial meeting, this Review session will typically occur during design development or prior to the proposal being submitted for approval (pre-application stage).
- (d). At building permit stage (after development approval) it is suggested that a check takes place by the Design Review Panel Chair or delegate, to ensure that the design quality of the proposal is consistent with the approved development application and any relevant conditions related to design quality.

4.3 Review Fees

- (a). No charge will be incurred by the proponent for up to two Design Reviews, provided at least one of those occur prior to lodgement of an application.
- (b). The proponent shall reimburse the Shire for the sitting fees of the Design Review Panel members for all subsequent Design Review meetings.
- (c). Fees are to be paid to the Shire in accordance with Council's adopted schedule of fees and charges.

4.4 Review Process

4.1.1 Preliminary Referrals

- (a). An eligible proposal that is under consideration by a potential applicant and is in the early stages of formulation but has yet to be submitted as a formal application for planning approval may be referred to the Panel.
- (b). A preliminary referral is to be submitted to the local government within which the development is proposed. A preliminary referral should generally consist of the following:
 - (i). Context / Streetscape Analysis which considers the site location and character and considers the desired future character of the area.
 - (ii). Concept/Development Plans.
 - (iii). Artist's impressions/Colour Perspectives of proposed development (if possible).
 - (iv). Assessment against State Planning Policy 7.0 Design Principles.
- (c). A preliminary referral is to be submitted three weeks prior to the scheduled meeting date.
- (d). Upon submission the referral will be checked by the Shire's assessing officer to determine if sufficient information has been provided to enable Design Review.
- (e). Where it is determined sufficient information has been provided, the documents will be sent to the local government hosting the design review meeting two weeks prior to the meeting, along with the nominated specialist members and other supporting information to enable agenda formulation.
- (f). Proponents will be encouraged to attend the relevant part of the Panel meeting.
- (g). The formal comments of the Panel will be provided in a qualified form to the proponent by the Shire.




4.1.2 Formal Referrals

- (a). A formal application for approval that has been submitted may be referred to the Panel.
- (b). The requirements of 4.1.1 (b)– (e) apply to formal referrals as they applied to preliminary referrals.

- (c). All formal eligible applications should be referred to the Design Review Panel. These applications will undergo a preliminary assessment by the relevant local government officers having regard to the provisions of the Local Planning Scheme and relevant planning policies prior to consideration by the Panel. Information on compliance with the Scheme and policies will be made available to the Panel to assist in the formulation of the Panel's design advice.
- (d). Applicants will be invited to attend at the relevant part of the Panel meeting, however all formal communication with the Panel will be through the Shire, or their proxy, who will liaise directly with the Chair.

5. Strategic objective

The policy aligns to the following strategic objective:

	<p>Protected natural environment Adopting a range of management practices to protect, conserve and rehabilitate the biodiversity of the natural environment.</p>
	<p>Sustainable built environment Encompassing everything human-made, a sustainable built environment is one that will meet current needs while considering the needs of future generations.</p>
	<p>Effective civic leadership Effective civic leadership is visionary and influential. It means listening to the community, balancing competing demands, making fair decisions and acting with integrity.</p>

6. Definitions

- **Design Review** – means an independent and impartial evaluation process in which experts on the built environment assess the design of a proposal.
- **Design Review Panel** – means a selected panel of experts who undertake a Design Review of the proposal (South West Joint Design Review Panel).
- **Other planning proposals** – means documents that form part of the local planning framework such as Scheme Amendments, Standard Structure Plans, Precinct Structure Plans, Local Planning Policy, Local Development Plan, Design Guidelines.

7. Legislation

- *Planning and Development Act 2005.*
- *Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions (Part 2).*
- Shire of Harvey's Local Planning Scheme No. 2.

8. Related documents

- State Planning Policy 7.0 'Design of the Built Environment'

- State Planning Policy 7.0 Design Review Guide
- South West Joint Design Review Panel – Terms of Reference

Responsible officer	Director Sustainable Development		
Responsible team	Planning		
Responsible area	Planning Services		
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Version 1	26.09.2023	Resolution	23/190
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