



Our Ref: 11/064g

5th May 2023

Attention: Statutory Planning Officer

Shire of Ashburton
PO Box 567
Tom Price WA 6751

Dear Sir/Madam

DEVELOPMENT APPLICATION – CHANGE OF USE TO ‘OFFICE’ – LOT 492 COOLIBAH STREET, TOM PRICE

Please find enclosed a Development Application, on behalf of our Client, Rio Tinto Iron Ore (Rio Tinto), proposing a change of use for 492 Coolibah Street, Tom Price, to ‘Office’.

In support of this application, please find enclosed:

- **Attachment A** – Completed and signed Form 1 - Application for Development Approval and Development Application Requirements Checklist;
- **Attachment B** – Copy of the current Certificate of Title for Lot 492 on Plan 15338; and
- **Attachment C** – Proposed Site Plan and Floor Plans.

The applicable development application fee is \$295 as per the Shire of Ashburton’s 2022/23 Fees and Charges Schedule for a ‘Change of Use Application’. The fee will be paid by Taylor Burrell Barnett to the Shire of Ashburton following the Shire generating an invoice.

1. Background

The existing Tom Price Post Office has been operating from Betta Electrical at Unit 3/960 Stadium Road, Tom Price since mid-2021. From 30 June 2023 a new licensee will be appointed to operate the Post Office and the existing premises will no longer be available.

Rio Tinto are therefore urgently seeking to secure a new location for the Post Office to operate, to ensure there is no loss in service in Tom Price. Lot 492 Coolibah Street was identified as a suitable location for the operation of the Post Office through site investigations, noting it had previously been occupied by the Fire and Emergency Services Authority for the State Emergency Services Headquarters and is now vacant.

To assist in expediting Australia Post’s move to the subject site, the development application process is proposed to be split into Stages as follows:

- **Stage 1** – Change of Use Application to change the use to ‘Office’ with no building works proposed; and
- **Stage 2** – Development Application for Works and Use to change the use to ‘Office and Single House’ including the proposed building works and car parking areas. This application may also consider the inclusion of other complementary non-residential uses.

This application relates to Stage 1 of the development application process, being a change of use application only. The change of use application will facilitate the provision of space for the Tom Price Post Office to commence their operations, and provide essential services to the Tom Price community as soon as possible. No works to the existing building, structures, landscaping or access to or within the site are proposed. The 'Single House' use will also continue in conjunction with the 'Office' use.

2. Subject Site

The subject site is legally described as Lot 492 on Plan 15338 and has an area of 1,143m². The site is held in freehold by Hamersley Iron Pty Ltd, which is a wholly owned subsidiary of Rio Tinto. A copy of the Certificate of Title is provided in **Attachment B**.

The subject site has previously been occupied by the Fire and Emergency Services Authority (FESA) for the State Emergency Services headquarters. Aerial imagery and a street view extract of the existing lot are shown in **Figure 1** and **Figure 2** respectively.



Figure 1 Subject Site (Landgate Extract)



Figure 2 Existing Building Street Elevation (Google Street Maps Extract)

3. Planning Framework

An assessment of the proposal against the Shire's Local Planning Scheme No. 7 and relevant Local Planning Policies has been undertaken. The following information is provided to assist the Shire's determination.

Shire of Ashburton Local Planning Scheme No. 7

The subject site is zoned 'Residential R20' under the Shire's Local Planning Scheme No. 7 (LPS 7) (refer **Figure 3**). The proposed change of use is classed as an 'Office' and is an 'A' (discretionary, subject to public advertising) land use in the Residential zone (R20), and the Shire may exercise its discretion in granting development approval.

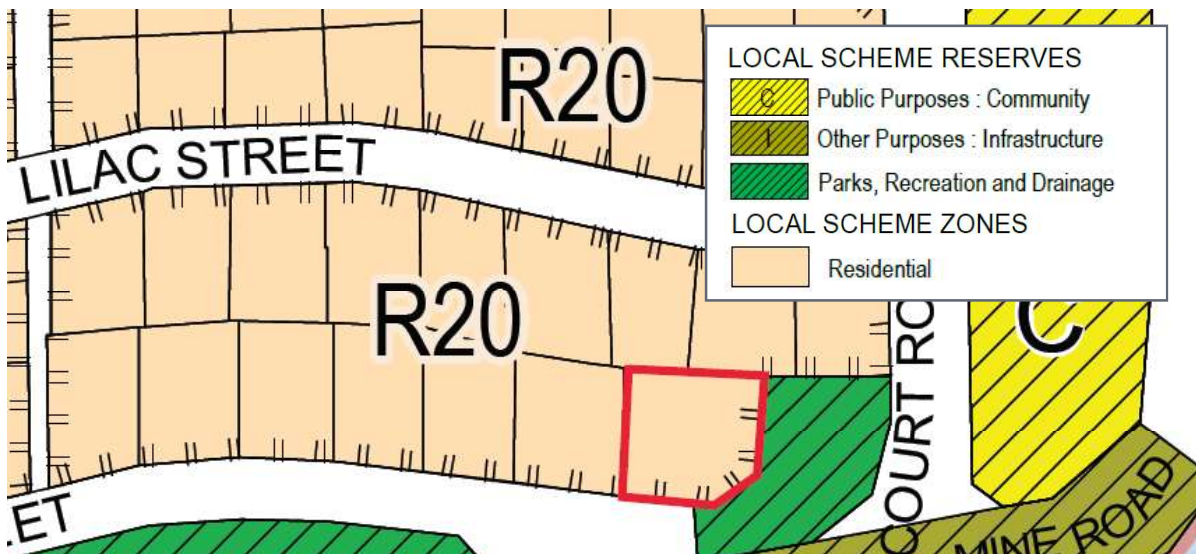


Figure 3 Local Planning Scheme No. 7 (Extract)

With regards to development requirements, LPS 7 requires one parking bay to be provided for every 30m² of Net Lettable Area (NLA) for office uses. Details of the proposed parking arrangements is detailed further below.

4. Proposed Development

This application proposes the Change of Use of a single dwelling at Coolibah Street, Tom Price to an office use in conjunction with its existing use as a single house. The definition of an office in LPS 7 is as follows:

Building or part of a building used for the conduct of administration, the practice of a profession, research, the carrying on of agencies, a post office, bank, building society, insurance office, estate agency, typist and secretarial services, or services of a similar nature, but does not include administration facilities required in association with a predominant use on site.

The existing building consists of four bedrooms, one bathroom, kitchen, dining and lounge area. There are no proposed structural changes or changes to the external appearance of the building, structures, or landscaping of the site.

Details of Proposed Use

The proposed change of use to 'office' will enable a post office, operated by Australia Post to provide essential services to the Tom Price community, and is detailed as follows:

- **Hours of Operation** – The Post Office will be required to operate from 9am to 5pm, Monday to Friday. The appointed licensee can choose to operate on Saturday and Sunday from 9am to 12pm, however this is not a requirement of Australia Post.
- **Number of Staff** – The Post Office generally employs one manager and one staff member operating the Licensed Post Office area, and four mail contractors. During regular business operations, it is submitted that there will be a maximum of four staff on site at one time.
- **Functions** – Licensed Post Office to operate inside existing building, and courier mail to be dropped off and sorted by mail contractors in the existing carport.

Parking Requirements

LPS 7 stipulates a minimum car parking requirement for an office use of one bay per 30m² of nett lettable area. With a net lettable area of 125m², approximately 4.7 parking bays are required to support the proposed office use.

Although sufficient space is available on site to provide the required parking bays, the future development works, layout and retail access to the building are being finalised and are subject to change, and will therefore be dealt with through the Stage 2 application. For these reasons, it is requested that staff only park within the driveway on the site and visitors to the post office park within the available Coolibah Street road reserve opposite the subject site until the Stage 2 application is lodged, approved and the works are implemented. The proposed future parking layout is demonstrated in **Figure 4**.

To ensure vehicle access and parking is controlled around the site, it is suggested that bollards and/or signs are erected to delineate the visitor parking area within the road reserve.



Figure 4 Proposed Car Parking Arrangement

Compatibility within the 'Residential' zone

The two relevant factors when considering the potential impact that this proposed change of use may have on the amenity on a residential area are noise and traffic. In this regard, it is submitted that there is no significant change for the following reasons:

- The small scale of the proposed operations would not result in a significant increase in traffic. The subject site was previously occupied by FESA's SEC headquarters, and is therefore considered suitable for other complementary non-residential uses;
- The proposed operations will operate within conventional business hours, and not during times where surrounding residential land would be more sensitive to noise;
- There is sufficient space for parking to meet the requirements under the Shire's LPS 7 without impact on surrounding residents; and
- The proposed site is located within 200m of the Tom Price Town Centre, and is accessible to the community.

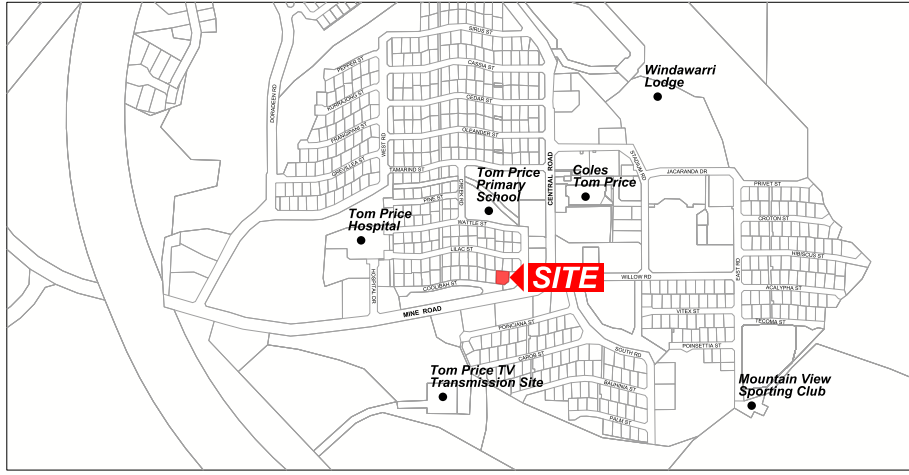
5. Conclusion

We look forward to assisting the Shire as required in the assessment of this Development Application. Should you have any questions or require additional information please do not hesitate to contact the undersigned on 9226 4276.



Yours faithfully

FARIDA FARRAG
SENIOR CONSULTANT

SITE LOCATION



LEGEND


-  LOT 492 SITE BOUNDARY
-  TEMPORARY CAR BAYS (2.5m x 5.5m)



Site Plan

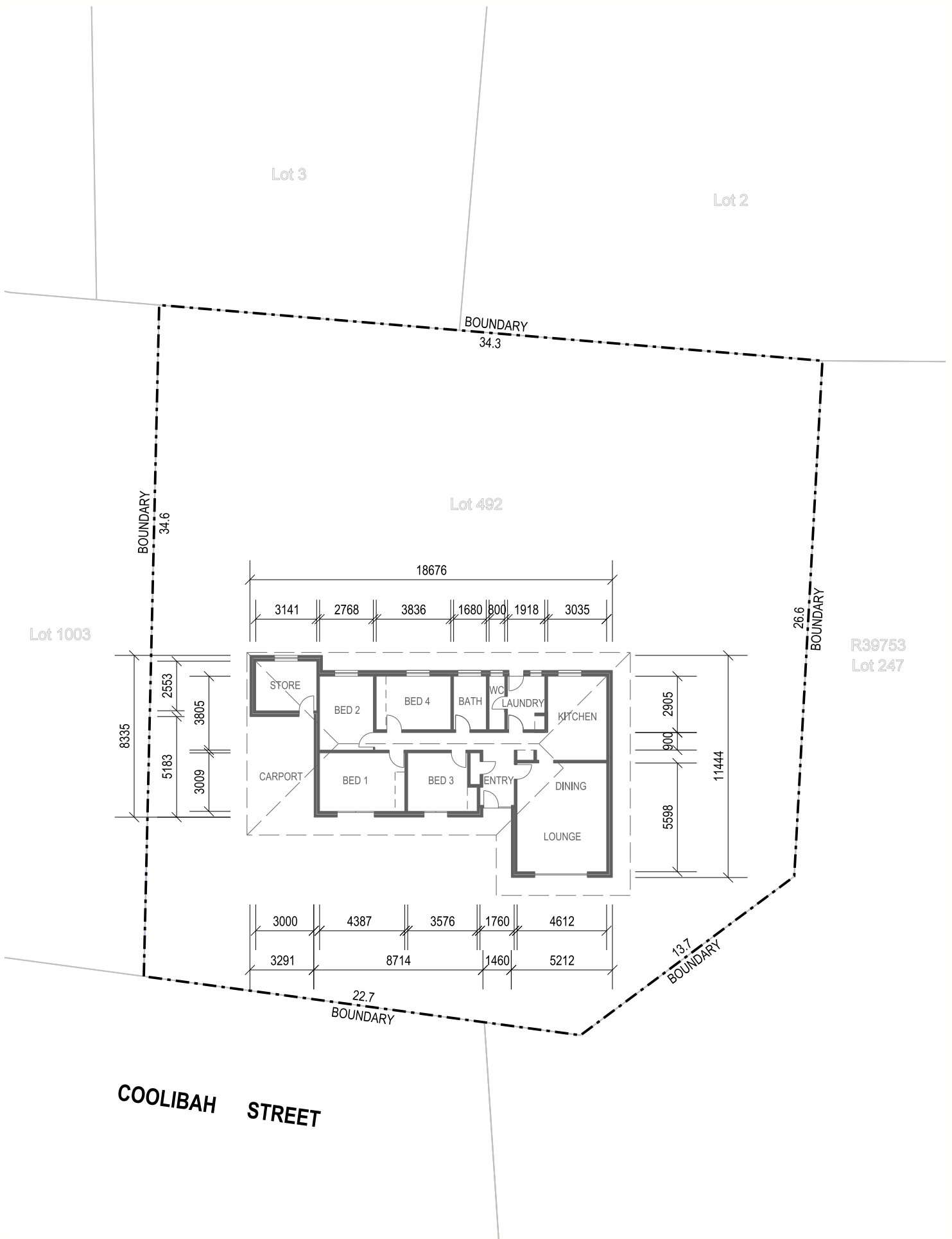
Proposed Change of Use: Office
 Lot 492 Coolibah Street, TOM PRICE

A Rio Tinto Project

 plan: 11/064/050A date: 5/5/2023
 scale: 1:400@A4 grid: MGA 50
 0 2 4 6 8m aerial: Feb 2022

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Floor Plan

Proposed Change of Use: Office
 Lot 492 Coolibah Street, TOM PRICE

A Rio Tinto Project



plan:
11/064/050

date:
4/5/2023

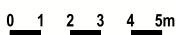
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grid:
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checked:
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aerial:
Feb 2022

drawn:
MH

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