



Banyule
CITY COUNCIL

Child Care Centres Guidelines

Adopted 19 May, 1997

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1. INTRODUCTION

These guidelines have been prepared by the Banyule City Council to establish standards for the design of and preferred locations for Child Care Centres within the municipality.

Banyule City Council acknowledges the important role played by Child Care Centres within the City. The City has a population profile which indicates that Child Care Centres are in considerable demand at present and will continue to be in high demand over the next 20 years. Council believes that Child Care Centres may be a suitable use in both residential and commercial zones, provided that proper consideration is given to the location and design of the Centres.

It is noted that particular attention is required to design issues when a Centre is proposed for a residential location. Issues such as hours of operation and car parking are also discussed. Council's preferred locations for Child Care Centres are also identified and Council encourages the location of work based child care in association with commercial developments.

2. LEGISLATION

2.1 Definition

- Child Care Centres and Child Minding Centres are defined in the Banyule Planning Scheme as :

"A building used for gain to care for at least 5 children not permanently residents in the building."

2.2 Zoning

A Child Care Centre requires a planning permit in the following zones:

- Residential 'C' Zone ('Heidelberg' and 'Diamond Valley and Eltham'), Reserved Living, Residential D3 and Urban Residential 1.
- Most Business Zones (District Centre Greensborough, District Centre Greensborough Office No 1, Heidelberg Future Development, Heidelberg Secondary Commercial, Heidelberg

Special Commercial, Ivanhoe Special Commercial, Local Business, Office, Restricted Business and Service Business).

- ❑ All industrial zones [General Industrial, Light Industrial (Eltham), Light Industrial (Heidelberg), Reserved Light Industrial (Diamond Valley), Reserved Light Industrial (Eltham), Restricted General Industrial and Restricted Light Industrial].

No land use permit is required for a Child Care Centre in the "Civic Centre Precinct Zone" which is located in Ivanhoe. It is required, however, that the use be part of an integrated community and commercial development as further specified in Clause 103-2 of the Banyule Planning Scheme.

Child Care Centres are prohibited in the following zones - Heidelberg Central Office, Ivanhoe Special Office, Office A and the Yarra Valley Environs Zone.

The State Section of the Banyule Planning Scheme also refers to Child Care Centres as a sensitive use. Sensitive uses are identified as requiring special consideration when they are proposed to be located on land that may be contaminated (see Clause 6-10 of the State Section, Banyule Planning Scheme).

Applicants are encouraged to seek detailed advice on their specific proposal, including the relevant statutory requirements, from Council's Development Planning Section based at the Rosanna Office, Turnham Avenue, Rosanna.

2.3 State and Federal Controls

Child Care Centres, in addition to being subject to the planning controls administered by the City of Banyule, are also subject to legislation administered by the State Government through the Department of Human Services Victoria (Children's Services Centres Regulations 1988) and by the Commonwealth standards of accreditation specified under the National Child Care Accreditation Council - Quality Improvement Accreditation System. The National Child Care Council aims to achieve high quality standards for Child Care and looks at issues such as nutrition, child safety, Centre management and staff development. State health regulations also apply to kitchen facilities at Child Care Centres.

The relevant State and Federal departments should be contacted to ascertain the standards required by these agencies. Contact addresses and telephone numbers are included in Appendix A.

3. OBJECTIVES

3.1 Purpose and Scope

The purpose of the guidelines is to provide guidance to persons wishing to establish Child Care Centres, to assist Council in determining planning applications for the establishment of such uses and to establish standards for the design of and preferred locations for Child Care Centres in the municipality.

The guidelines apply to all applications to use land for Child Care Centres within the City of Banyule.

3.2 Objectives

The guidelines seek to achieve the following objectives in relation to Child Care Centres:

- To allow for the provision of quality child care services within the City of Banyule to cater for demand for these services within the municipality.
- To ensure that the design, scale, density of development and appearance of Child Care Centres harmonises with the surrounding buildings, streetscape and landscape and does not cause loss of privacy or amenity to the neighbourhood.
- To ensure adequate provision for on-site parking and for safe and efficient movement of vehicles at Child Care Centres, with the minimum amount of hard paved surfaces practicable.
- To ensure that the day-to-day operations of Child Care Centres do not cause detriment to the amenity of their surrounding neighbourhood.
- To endeavour to retain existing landscaping (particularly mature trees and shrubs) and to improve the quality and extent of landscaping at Child Care Centres.

4. ISSUES FOR CONSIDERATION

4.1 Location and Scale of Centre

Child Care Centres may be located with a permit in either residential, commercial or industrial zones within the City of Banyule. The size of the centre proposed, the number of staff (including part-time and full-time) and number of children (including age groupings) will all have an impact on the neighbourhood in which the centre is to be located. If the location chosen is a commercial location then this impact may be minimal. Alternatively if located internally within a residential neighbourhood the impact may be quite considerable. The choice of the location for the Child Care Centre should be carefully considered before submitting an application to Council, in particular :

- it is important that the site proposed for the Child Care Centre is large enough to ensure that the size of the building, the play area and carparking and landscaping areas are suitable for the number of children and staff to be located there.
- it may be appropriate for Child Care Centres to be located close to primary schools so as to facilitate the easy collection of several children by parents.
- it may be appropriate for Child Care Centres to be located close to major commercial centres which are workplace locations for parents, in order to facilitate easy collection of children.

4.1.1 Business Zone Locations

Council will strongly support the location of Child Care Centres within business zones and immediately adjacent to these zones. Council supports the location of Child Care Centres near public transport nodes, in particular the Ivanhoe Station, Heidelberg Transport Interchange and the Greensborough Transport Interchange.

The establishment of Child Care Centres in these locations gives a wider choice to Child Care Centre users who may work within the business area or

who may commute from the business area to other locations along the transport spine.

4.1.2 Residential Zone Locations

In Residential Zones, main road locations and locations adjacent to commercial centres are preferred for Child Care Centres.

While it is recognised that some main road locations may not be suitable, due to high levels of noise and air pollutants, a main road location provides greater access to Child Care Centres and less intrusion into residential areas. In some circumstances it may be suitable to have the Child Care Centre located on a secondary road. Corner locations on these arterial roads should also be investigated, as they offer greater flexibility of site layout and options with regard to car park positioning.

When locating in a residential area, particular attention must be paid to safeguarding the amenity of the area. (Refer Section 4.3).

4.1.3 Industrial Zone Locations

Council does not support the location of Child Care Centres within industrial areas, due to possible hazards to children's health. If an industrial zone location is to be proposed, Council will require a detailed assessment of the site regarding contamination and an analysis of neighbouring uses and the potential for conflicts between uses.

4.2 Car Parking and Traffic

4.2.1 Banyule Planning Scheme

The Banyule Planning Scheme specifies car parking rates for various land uses. Child Care Centres do not have a specified or designated car parking requirement in the Scheme except in the Civic Centre Precinct Zone. This zone is located in Ivanhoe and specific development controls are specified in Clause 103-2 of the Scheme.

4.2.2 Child Care Centre Characteristics

Child Care Centres are required by State Health Regulations to ensure that parents 'sign in' children left in the care of the centre. Parents are also required to 'sign out' children as they leave the premises. Parents are also encouraged to settle their child and to communicate their child's needs for the day. This requires parents or caregivers to stop for several minutes at the centre and means that there is a higher car parking requirement than would be generated if only staff numbers were taken into account.

4.2.3 Car Parking

Based on traffic consultants' assessments of similar facilities and determinations made by the Administrative Appeals Tribunal, the table below has been formulated to establish car parking generation rates. Banyule City Council requires that one car space per caregiver, plus additional spaces for parents or friends to drop off and pick up children, be provided for any Child Care Centre development in accordance with the table to Section 4.2.3.

CHILD CARE CENTRE - CAR PARKING SCHEDULE (Table to 4.2.3)		
Caregiver Component	A. 1.0 car space per caregiver, except in * preferred location areas.	* Preferred location areas - Ivanhoe, Heidelberg & Greensborough transport interchanges, 0.8 car parking space per caregiver.
PLUS		
Visitor Component	B. NUMBER of CAR SPACES 3 per 6 per 12 per 24 per	NUMBER of CHILDREN ...45 ...90 ...120 ...150
NOTE : Wherever possible a drive-through drop off circle should be provided on site		
TOTAL TO BE PROVIDED = Calculation of A (above) plus calculation of B above.		

4.2.4 Car Parking Layout

The car parking layout should include a drop off bay area or drive through to facilitate easy movement of vehicles to and from the site. Egress should be in a single forward motion from the site. If forward egress is not possible, Council may not give favourable consideration to the application. Reverse manoeuvring on a Child Care Centre site is considered to be very undesirable and is strongly discouraged by Council.

4.2.5 Car Parking Dimensions

All car parking spaces on the site are required to meet the Banyule Planning Scheme dimension requirements. Appendix B shows the dimensions required by the Planning Scheme. Generally car parking spaces must be able to contain a rectangle 2.6m wide x 4.9m long. Drive through bays should be

capable of containing at least two vehicles and should include a radius which allows for a 4 metre turning circle.

4.2.6 Preferred Locations and Bicycle Parking

Special consideration may be given to Child Care Centres located at major transport interchanges and a reduction in car parking will be possible on these sites. The major transport interchanges within the City of Banyule are Ivanhoe Station, Heidelberg Station and Greensborough Station. Child Care Centres located within walking distance, generally 400 metres, of these preferred locations will be given special consideration.

Council will also recognise that Child Care Centres near any railway stations within the municipality will allow for combined trips and special consideration will be given to the number of car spaces to be provided at these centres. In general carparking will be reduced to 0.8 spaces per staff member instead of the standard requirement for 1 space per caregiver in all other locations.

Council encourages Centres to identify areas for bicycle parking (short or long term) on the site, in addition to the car parking provided.

4.3 Amenity

4.3.1 Buildings

The size of the Centre will influence whether or not existing buildings are to be retained on a site. In a residential area it is particularly important that streetscape character not be compromised by the intrusion of a large or bulky new building and car park area. Council believes that the built form of any new development should be sympathetic to the surrounding streetscape and should harmonise with the streetscape.

When a residential site is being considered it is desirable that wherever possible the Centre be located as a buffer between commercial and residential uses. Protecting the amenity of a neighbourhood may include the installation of acoustic fencing, sound insulation and screen planting.

4.3.2 Landscaping

Tree cover, within residential areas in particular, forms an integral part of the overall streetscape and adds to the amenity of many residential locations within the City of Banyule.

In commercial areas tree cover and landscaping also play a significant role in establishing the appearance of a high quality commercial area and by providing shade and relief from hard surfaces and buildings.

A landscaping plan must be submitted as part of any application for a planning permit. Any existing mature planting on the site should be incorporated into the landscape plan for the development, where appropriate and having regard to health and safety issues related to children.

4.3.3 Signs

Careful consideration should be given to the type of signage proposed and to relevant policies and regulations. The zoning of the subject land will influence the amount and size of advertising possible on the site and the Banyule City Council, Outdoor Advertising Policy establishes guidelines for the types of signs preferred by Council.

4.3.4 Hours of Operation

Extensive hours of operation may result in an adverse impact on the amenity of a neighbourhood. The hours of operation influence the level of activity within the neighbourhood.

A Child Care Centre may impact on its neighbourhood by means of noise associated with traffic and cars, noise associated with children (particularly children playing outside) and by means of intrusive lighting or advertising. By restricting the hours of operation, Council aims to reduce these off-site effects. Within business areas Council will allow more extensive hours of operation.

Maximum hours in a Business Zone - 6.30am to 11pm.
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Maximum hours in a Residential Zone or immediately adjacent to residential properties - 6.30am to 7.30pm.

5. OTHER POLICIES

Other Council policies relevant to Child Care Centres include the Community Inclusion and Access Policy and the Banyule City Council Outdoor Advertising Policy.

6. MATTERS TO BE CONSIDERED BY COUNCIL

In considering any application for a planning permit to use land for a Child Care Centre, Council will have regard to the Banyule Planning Scheme, the Child Care Centres Guidelines and any other relevant policy, strategy or guidelines adopted by Council. Information provided with any application shall include that specified in Appendix C.

7. CONCLUSION

The Banyule City Council acknowledges the important role played by Child Care Centres within the City. The City has a demographic profile which indicates that Child Care Centres are in considerable demand and will continue to be in high demand over the next 20 years. Council believes that Child Care Centres can be a suitable use in both residential and commercial zones, provided that proper consideration is given to the location of the centres.

The municipality of Banyule has high levels of amenity in its commercial and residential areas. Council aims to ensure that new uses do not have a negative impact on their neighbourhood but that they contribute to the overall quality of the urban environment. It should be noted that Child Care Centres are subject to both Local Government and State Government controls and that two sets of formal use approval are required before a Child Care Centre can legally establish.

APPENDIX A - Contacts

The following contacts may be useful for applicants seeking approval for Child Care Centres :

1. Banyule City Council, Development Planning Section; planning approvals and statutory advice. Located at the Rosanna Service Centre, Turnham Avenue, Rosanna. Telephone 9457 9872.
2. Banyule City Council, Children Services Section. Located at the Rosanna Service Centre, Turnham Avenue, Rosanna. Telephone 9457 9961.
3. Department of Human Services Victoria, Children's Services Advisor, Ms Anne Thompson, PO Box 1332 Collingwood 3066. Telephone 9412 5419.

APPENDIX B - Extract from Banyule Planning Scheme *

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19-6 Car Space Dimensions

A car space must be at least 4.9 metres long and 2.6 metres wide, except that where access is from the side it must be at least 6.7 metres long and 2.3 metres wide.

19-7 Access to Car Spaces

19-7.1 From the End

If entry to a car space is from the end (other than direct from a road), the minimum width of the access lane depends on the angle of entry and must be as follows :

Angle to access lane	Width of access lane
45 degrees	3.5 m
60 degrees	4.9 m
90 degrees	6.4 m

The length of the access lane must be at least 6 metres. If the access lane services only one car space, the responsible authority may reduce the length. If the access lane services more than 10 car spaces and entry to them is at an angle other than 90 degrees, traffic must be only one way.

19-7.2 From the Side

If entry to a car space is from the side, the access lane must be at least 3.6 metres wide.

19-7.3 From a Road

If entry to a car space is direct from a road, the required width of the access lane may include the road.

* This is an extract from the Planning Scheme only. Full details should be verified from Clause 19 of the Banyule Planning Scheme.

19-9 **Driveways**

No driveway leading to an area for car parking may be less than 3 metres wide.

If a driveway changes direction or if 2 driveways intersect, the internal radius of the driveway where it changes direction or the intersection must be at least 4 metres when measured at right angles to the driveway.

This requirement does not apply if any of the driveways is at least 4.2 metres wide.

* This is an extract from the Planning Scheme only. Full details should be verified from Clause 19 of the Banyule Planning Scheme.

APPENDIX C - Check List for Applicants

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Applicants should ensure that the following information is submitted with any application for a planning permit :

- a recent **copy of the title** of the land.
- a **development summary** providing the following information :
 - proposed number of children;
 - proposed number of staff;
 - proposed hours of operation;
 - site area;
 - number of car parking spaces (and provision of drop off bay if applicable);
 - building site coverage;
 - area of open space;
 - details of stormwater infiltration, detention, re-use or other mitigation systems proposed.
- a **site plan** (three copies) at a scale of 1:100, 1:200 or 1:250, which includes a north point and shows :
 - the boundaries and dimensions of the site;
 - the location of existing buildings on the site, indicating any to be retained;
 - the location and use of proposed buildings;
 - mature trees to be retained;
 - proposed streets, accessways, car parking areas and footpaths within the site;
 - the method of drainage;
 - Australian Height Datum levels;
 - any proposed open space.
- a **landscape concept plan** (three copies, one coloured) at a scale of 1:100, 1:200 or 1:250 showing :
 - site and dwelling boundaries (at ground level), and details of all proposed fencing;

- existing and proposed street trees and overhanging trees on adjacent properties;
 - trees to be retained;
 - planting proposed for screening adjacent residential secluded private open spaces;
 - indication of open space functions;
 - location of proposed underground services;
 - lawn areas, garden areas and planting themes;
 - paving materials and drainage treatments and lighting for vehicle areas and footpaths;
 - measures to protect trees to be retained and their root systems during construction;
 - details of garbage and recycling bin storage areas and mailboxes.
- ***drawings with dimensions*** (three copies, one coloured) at a scale of not less than 1:100 showing :
 - major elevations for every building;
 - the relationship of the elevations to natural ground level, showing any proposed cut or fill;
 - proposed fencing details abutting any street or public open space;
 - a schedule of finishes, detailing materials and colours of main external surfaces including roofs, walls, fences and garages.
 - ***shadow diagrams*** of the proposed buildings and adjacent structures at 9am and 3pm at the September equinox, demonstrating the extent of shading of adjacent open spaces.