

Memorandum



To:	City of Greater Geelong	From:	Jason Stone (Traffix Group)
Our Ref:	G36342M-02A	Date:	5 th August 2026

277-279 Scenic Road, Highton Proposed Childcare Centre Development RFI Response

Introduction

The City of Greater Geelong Council has issued a Request for Further Information (RFI) for Planning Permit Application (PP-570-2026) on July 13th, 2026. The Planning Permit Application in question refers to the proposed childcare centre development located at 277-279 Scenic Road, Highton.

This response is provided further to the Traffic Engineering Assessment prepared by Traffix Group (G36342R-01B, dated June 2026).

Background and Proposal

The proposal is for a childcare centre comprising a maximum 90 childcare places. A ground level carpark will be provided for 19 car spaces. Vehicle access to the carpark is proposed via a new 6.1 metre wide vehicle crossover to Scenic Road.

The Department of Transport and Planning, the road manager, has provided its approval subject to conditions (dated 22nd July 2026).

RFI

The RFI included a number of civil and traffic items.

A summary of these items is provided below, with a response provided within Table 1.

4. Civil Infrastructure

- Provision of Design Levels,
- Address of verge reverse fall,
- Compliant of DDA grades,
- Removal of existing service pole,
- Provision of curve warning sign,
- Western-most internal car space blind aisle,
- Use of wheel stops,
- Linemarking and signage of tandem car spaces,
- Linemarking and signage of turning bay,
- Installation of 'No Stopping' and 'Bus Zone' signage and linemarking,
- Removal of the 3 No. existing kerb laybacks/vehicle crossings in Scenic Rd and verge reinstated, and

Traffic Engineering Response to RFI



- Construction of the 3 No. parking spaces along the site's frontage to Willowfield Court.

A copy of the updated development plans, prepared by The ELLIS Group Architects, prepared on 3rd August 2026, is attached in Appendix A.

A civil drawing for the proposed carpark and access has been prepared by TMCOT Pty Ltd and it attached at Appendix B.

Response to RFI items

The following table outlines the response to the Request for Further Information regarding the relevant traffic engineering or civil matters outlined above.

Table 1: Response to RFI Item

RFI Item	Response
<i>Existing and design levels must be provided in Scenic Rd and the car park, and preferably with a Contour Plan.</i> <i>No design levels have been provided so it is not clear if the level at the road reserve boundary at the entrance will match that of the car park. The site will have to be filled otherwise the grades of the car park will be excessive. The car park itself will have to be shaped so that all runoff drains away from the building.</i>	A civil plan has been prepared by TMCOT Pty Ltd and is attached at Appendix B. This plan includes design levels for the vehicle crossover, new footpath and the on-site carpark. We are satisfied that the civil levels proposed are acceptable in relation to traffic engineering matters and that the crossover and carpark will operate to a high standard. We note DTP was comfortable with the proposal as per its referral letter dated 22nd July 2026.
<i>The verge in Scenic Rd has reverse fall (i.e. the levels at the road reserve boundary are below that of the Top of Kerb levels). The longitudinal grade of the proposed vehicle crossing cannot be any steeper than the existing vehicle crossings, and the levels at the road reserve boundary cannot be changed.</i>	The architectural drawings have been updated to include the civil levels. We understand that the proposed vehicle crossover is marginally less steep than the existing crossovers in order to accommodate the accessway and proposed footpath. There are very minor adjustments to the levels at the vehicle crossing location in order to accommodate this and we consider that this is reasonable. It is not uncommon for minor variations to existing levels to occur when resolving detailed design matters.
<i>While it is appreciated that the developer wishes to construct a new concrete footpath outside of the subject site and up to the bus stop pad, the levels and crossfall of the existing verge will make this challenging to design. Please</i>	The provision of a footpath was suggested by DTP during the pre-application discussions and formed part of the Concept Plan agreed to by DTP.



Traffic Engineering Response to RFI

RFI Item	Response
<i>provide further investigation and justification if DDA compliant grades can be achieved.</i>	The civil drawing which has been prepared outlines that the crossfall of the proposed footpath is 1:40, which is acceptable. Given the natural fall of the land along Scenic Road, it is not possible to provide for a DDA compliant footpath in the north-south direction. We consider that this is still acceptable, as it still provides infrastructure where there currently is none. For example, the existing bus stop south of the site has no footpath to access it, only a grass verge (of the same gradients proposed for the footpath) with inadequate pram crossings to cross Willowfield Court. The plans improve on this situation with new and improved pram crossings, with footpath connection to and from the bus stop and along the site frontage to Scenic Road. There are numerous instances of footpaths across Victoria which are steeper than DDA standards in the direction of travel due to steep topography and this is acceptable in practice.
<i>The curve warning sign on this pole will have to be attached to a new steep post and this will be up to Dept. Transport and Planning where it is to be sited.</i>	The Concept Plan previously prepared by Traffix Group details this sign being relocated and DTP has provided acceptance of this drawing. This Concept plan is attached at Appendix C.
<i>The western-most internal car space is provided with a substandard blind aisle (see overleaf). AS/NZS 2890.1:2004 asks for a minimum 1.0 m long blind aisle, however this assumes an additional overhang. It is recommended that blind aisle be increased to 1.5 m and the building be protected by bollards or even with guardrail.</i>	We note that the 1m from the Australian Standard (AS/NZS 2890.1:2004) is not a mandatory requirement but a recommendation. The Australian Standard is not a mandatory document (unlike other design items within Clause 52.06-9, where appropriate) but a guideline for development and for designers to consider. The western-most car space is provided with dimensions that accord with Clause 52.06-9 of the Planning Scheme, being 2.6m wide by 4.9m long, with a 6.4m access aisle. A 0.6m extension is provided beyond the car space. Swept paths demonstrate that vehicles can access this single car space in 1 movement



Traffic Engineering Response to RFI

RFI Item	Response
	for entry and exit, which is acceptable. Additional blind aisle space is not required. In any event, to alleviate concerns, the car space has been labelled as a 'STAFF' car space to minimise its turnover and to ensure users are familiar with its access arrangements. An updated swept path diagram using the latest plans is provided at Appendix D. There is no requirement in this instance to increase the blind aisle length, nor provide bollards or guard rail to the building. As the space is dedicated to staff, turnover will be minimal and protecting the building itself is a management issue.
<i>The use of wheelstops where car spaces confront the building must be set 0.9 m from the wheel face to the building.</i>	The exact positioning of wheelstops will be performed by wheelstop licensed installer to ensure they are located as per AS2890.1-2004. This level of detail is not required for application drawings. In any event, a condition of any permit granted could manage the location of the wheelstops.
<i>The tandem car spaces must be clearly marked and signed to designate them as 'staff only' spaces.</i>	The rear tandem spaces are labelled as 'STAFF', with front tandem spaces to be available for use by either parents who are undertaking short-term drop-off/pick-up, or by staff. We do not agree that both spaces need to be allocated specifically to staff as this will reduce the effectiveness of the carpark in our experience. Staff who park in the rear are typically staff who arrive to the site first with longer shifts. If staff park them in, they will co-ordinate this as required. If parents park in the front space, it is expected that this would only occur momentarily during drop-off and pick-up periods and there may be a momentary wait, should that staff member wish to leave at that exact moment. This is unlikely to occur with any frequency, and the CPMP outlined below can provide instructions to parents and staff.



Traffic Engineering Response to RFI

RFI Item	Response
	Parents who may wish to stay longer than usual can park in one of the spaces that are not in a tandem arrangement and this will also be advised in the Car Parking Management Plan. These arrangements are common practice in childcare developments. <u>We consider that the preparation of a Car Parking Management Plan (CPMP), inclusive of signage and line marking, can be prepared as a condition of permit</u> to ensure that clear instructions are provided to parents and staff as to which car spaces, they can use and how best to do so, as well as clear car space signage, safety signage within the carpark and line marking.
<i>The 'turning space' must also be clearly linemarked and signed.</i>	The turning space is linemarked, however additional line marking and signage can be directed via a CPMP to be prepared as a condition of permit as outlined above.
<i>Without prejudice, a permit condition would be required for the permit holder to meet all costs associated with the installation of 'No Stopping' and 'Bus Zone' signage and may also include linemarking, and will be to the satisfaction of the RA.</i>	The installation of 'Bus Zone' signage is not relevant to this project given the development site frontage does not accommodate the nearby bus stop (located on the south side of Willowfield Court) and no changes are proposed to the bus stop itself. We consider that this will overcomplicate the matter. The Concept Plan prepared by Traffix Group already outlines signage to be provided along the site frontage as agreed with DTP.
<i>Without prejudice, a permit condition would be required for the 3 No. existing kerb laybacks/vehicle crossings in Scenic Rd that must be removed and verge reinstated.</i>	The removal of the 3 existing kerb laybacks/vehicle crossings in Scenic Rd is outlined in the development plans and Concept Plan. Additionally, the Concept Plan also identifies that a redundant layback via Willowfield Court be reinstated.
<i>Without prejudice, a permit condition would be required for the 3 No. parking spaces along the site's frontage to Willowfield Court to be constructed.</i>	There is no requirement for this to occur in our view. The proposal is compliant with its car parking requirement on the site already as outlined in the previous Traffic Engineering Assessment.



Traffic Engineering Response to RFI



RFI Item	Response
	On-street car parking within Willowfield Court can already occur via on-street parking on the carriageway to the kerb, and this can continue to be the case. There is no need to include the construction of car spaces within Willowfield Court and any indented car parking on this frontage would require careful consideration of gradient issues (the grades fall steeply from the road towards the site) and an unnecessary cost to the project. Given the site is not expected to generate traffic movements to and from Willowfield Court, we do not consider this necessary.

Conclusions

We consider that the amended development plans, civil plans and concept plan adequately address the Request for Further Information (RFI) matters related to traffic engineering and are acceptable.

Should you have any questions regarding the above, please feel free to contact the undersigned at Traffix Group.

Kind regards,

Jason Stone
Associate Director



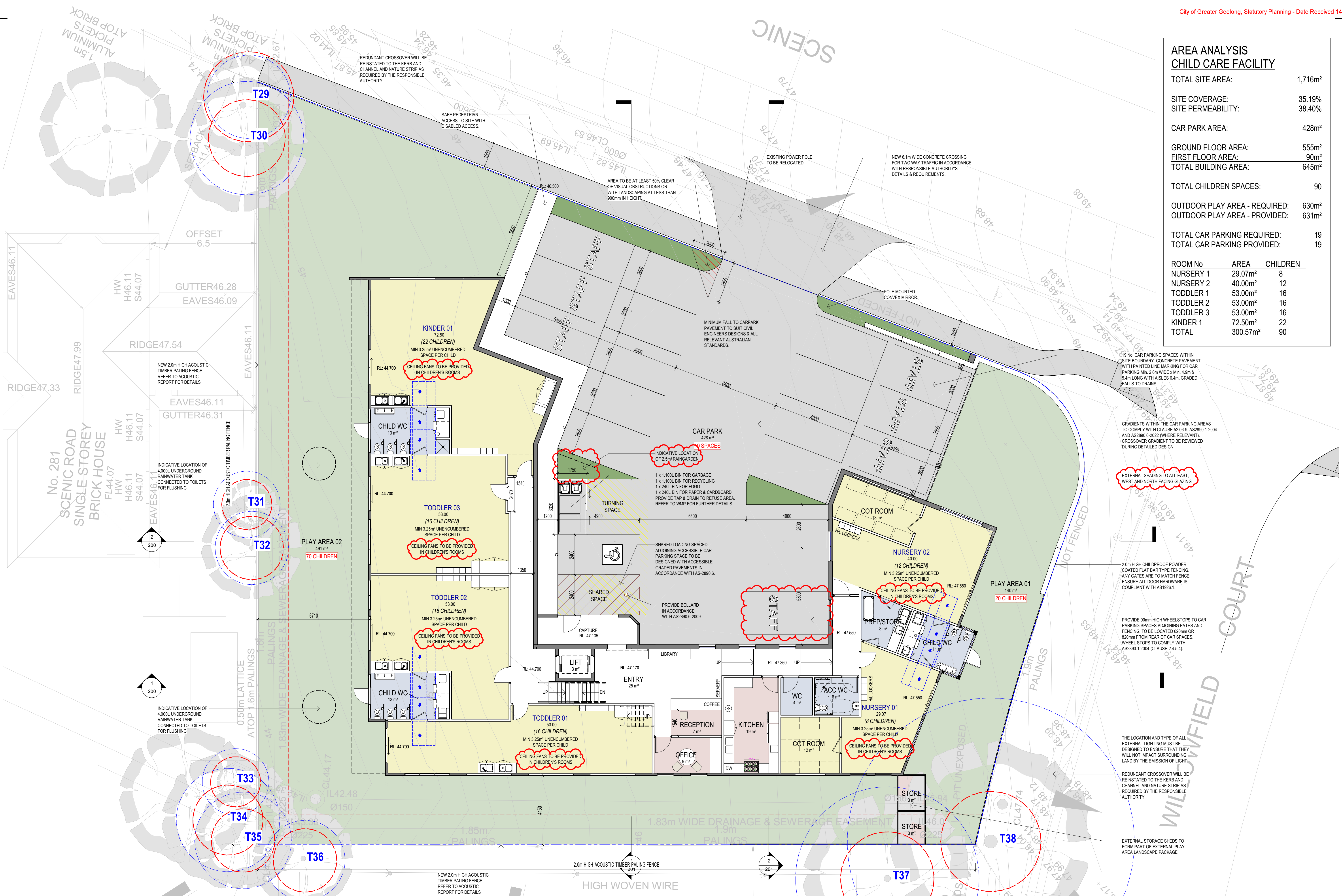
Appendix A – Updated Development Plan



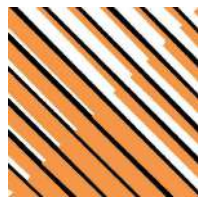
AREA ANALYSIS CHILD CARE FACILITY

TOTAL SITE AREA:	1,716m ²
SITE COVERAGE:	35.19%
SITE PERMEABILITY:	38.40%
CAR PARK AREA:	428m ²
GROUND FLOOR AREA:	555m ²
FIRST FLOOR AREA:	90m ²
TOTAL BUILDING AREA:	645m ²
TOTAL CHILDREN SPACES:	90
OUTDOOR PLAY AREA - REQUIRED:	630m ²
OUTDOOR PLAY AREA - PROVIDED:	631m ²
TOTAL CAR PARKING REQUIRED:	19
TOTAL CAR PARKING PROVIDED:	19

ROOM No	AREA	CHILDREN
NURSERY 1	29.07m ²	8
NURSERY 2	40.00m ²	12
TODDLER 1	53.00m ²	16
TODDLER 2	53.00m ²	16
TODDLER 3	53.00m ²	16
KINDER 1	72.50m ²	22
TOTAL	300.57m ²	90



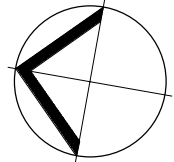
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ISSUE	DESCRIPTION	DATE
A	ISSUED FOR TOWN PLANNING	17.06.26
B	ISSUED FOR TOWN PLANNING - COUNCIL RESPONSE	30.07.26

**ISSUED FOR
DISCUSSION
PURPOSES ONLY**



PROPOSED CHILDCARE DEVELOPMENT
277-279 SCENIC ROAD,
HIGHTON, VIC 3216
PROPOSED GROUND FLOOR PLAN

Date: 30.07.26 Drawn: TM
Job No. 3327 Scale@A1 1:100

C:\Users\lmi\Documents\3327 Central TP_Tim@ellisgroup.com.au.rvt

Appendix B – Civil Plan



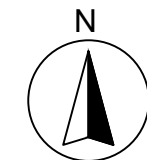


LEGEND

- EASEMENT
- GRATED PIT
- RETAINING WALL

NOTES

- ALL WORKS SHALL BE COORDINATED WITH OTHER TRADES AND DISCIPLINES.
- ALL WORKS TO BE UNDERTAKEN AS PER CITY OF GREATER GEELONG COUNCIL ENGINEERING REQUIREMENTS AND SPECIFICATIONS.
- CONTRACTOR TO PROTECT EXISTING SERVICES.
- REFER TO PROJECT SURVEY FOR DATUMS AND BENCHMARKS. LEVELS SHOWN HAVE BEEN REDUCED TO THE AUSTRALIAN HEIGHT DATUM (AHD) BASED ON BARRARBOOL PM156 [REGISTERED VALUE: 46.517 METERS AHD].
- SURFACE TYPE AND EDGING TO BE CONFIRMED AS DESIGN PROGRESSES.
- REFER TO OTHERS FOR BOLLARD / WHEELSTOP DETAILS.
- RETAINED HEIGHTS TO BE CONFIRMED AS DESIGN PROGRESSES.



Rev	Date	Description
3	29.07.2026	ISSUED FOR DISCUSSION
2	24.07.2026	ISSUED FOR DISCUSSION
1	23.07.2026	ISSUED FOR DISCUSSION

To Be Printed in Colour

All information must be verified on site prior to commencing works. Do not scale from drawing.

This drawing shall be read in conjunction with the specification and all other project drawings and documents.

Consultant

TMC

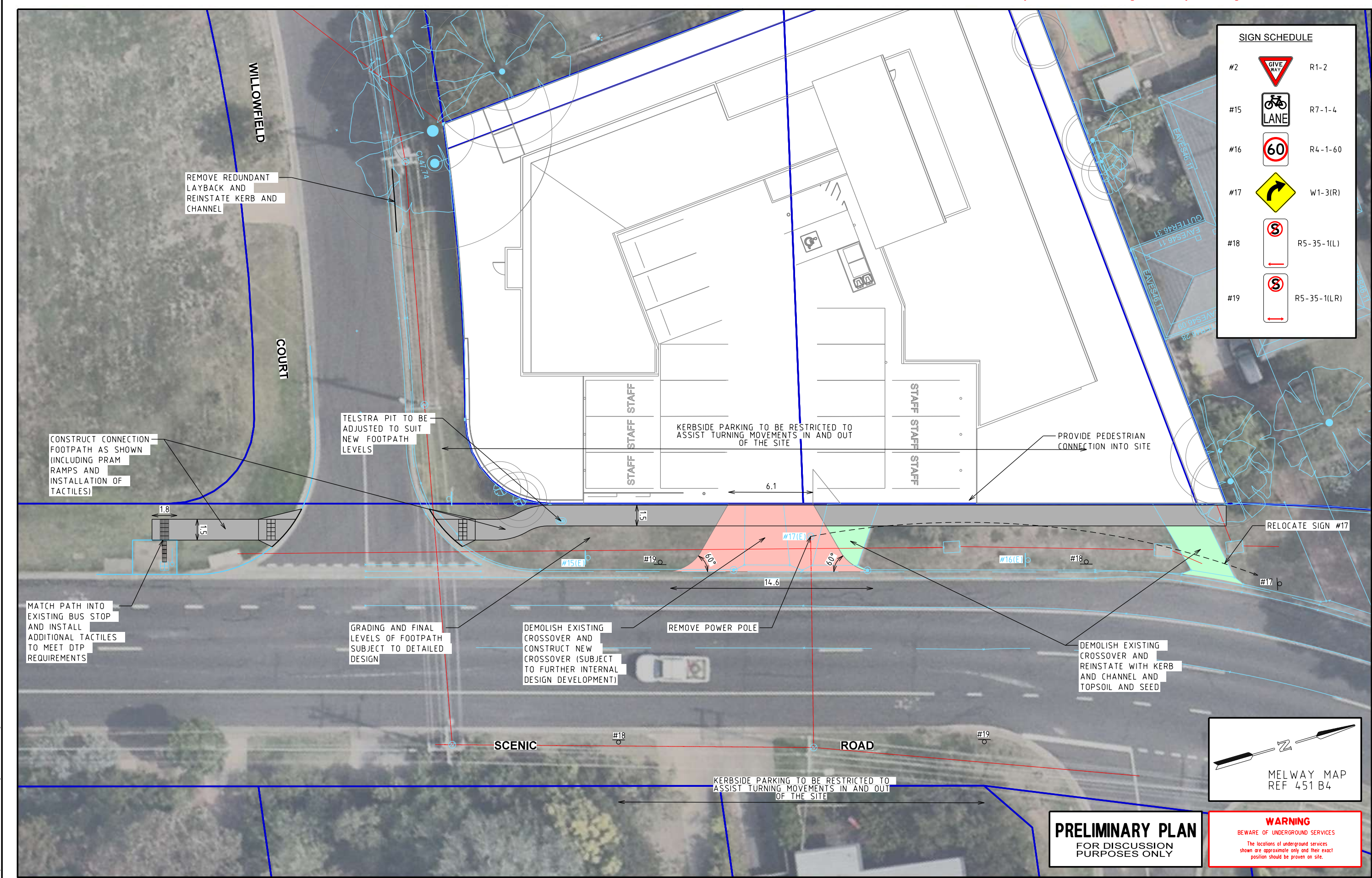
engineering@tmc.co.au
www.TMCO.au
TMCO PTY LTD

MECHANICAL FIRE STRUCTURAL ELECTRICAL SUSTAINABILITY HYDRAULICS SEISMIC CIVIL

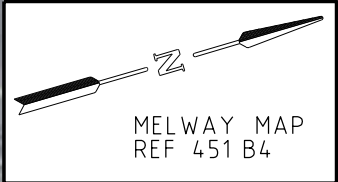
Client		
Project Name		
Proposed Childcare Development 277-279 Scenic Road, Highton, Victoria		
CIVIL SERVICES		
Drawing Title		
Site Plan		
Project Number	Size	Scale
260496	A1	1:100
Drawn by	Designed by	Reviewed by
D Middleton	H Stephenson	H Stephenson
Drawing Status		
Preliminary Design		
Drawing Number	Rev	
260496-TMC-0000-DRG-CV-01000	3	

Appendix C – Concept Plan





SIGN SCHEDULE		
#2		R1-2
#15		R7-1-4
#16		R4-1-60
#17		W1-3(R)
#18		R5-35-1(L)
#19		R5-35-1(LR)



PRELIMINARY PLAN
FOR DISCUSSION
PURPOSES ONLY

WARNING
BEWARE OF UNDERGROUND SERVICES
The locations of underground services shown are approximate only and their exact position should be proven on site.

ISSUE	ISSUE DESCRIPTION	DESIGNER	CHECKED/APPROVED	ISSUE DATE
A	INITIAL ISSUE	SOK	JS(RPE8161)	04 JUN 2026
B	DTP COMMENTS INCORPORATED	SOK	JS(RPE8161)	09 JUL 2026

GENERAL NOTES

1. BASE INFORMATION FROM BASE FILE (3327 PROPOSED SITE LAYOUT TP 260529 DWG) / AERIAL PHOTOGRAPH (SOURCE: NEARMAP MAR 2026)
2. ALL DIMENSIONS ARE TO LINE OF KERB (REFER TO DTP STANDARD DRAWING SD2001)
3. MAIN ROAD - SCENIC ROAD (SPEED ZONE 60km/h)
4. ALL PROPOSED FOOTPATHS AND PRAM CROSSINGS ARE TO BE CONSTRUCTED WITH TACTILE GROUND SURFACE INDICATORS TO DDA COMPLIANCE GUIDELINES REFER TO AS 1428.4-2009

DESIGNED
S. O'KEEFE

CHECKED/APPROVED
J. STONE

FILE NAME
G36342-01-00.dgn

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277-279 SCENIC ROAD
HIGHTON
CITY OF GREATER GEELONG
CONCEPT PLAN

SCALE 0 125 2.5 3.75 5
1:250 (A3)

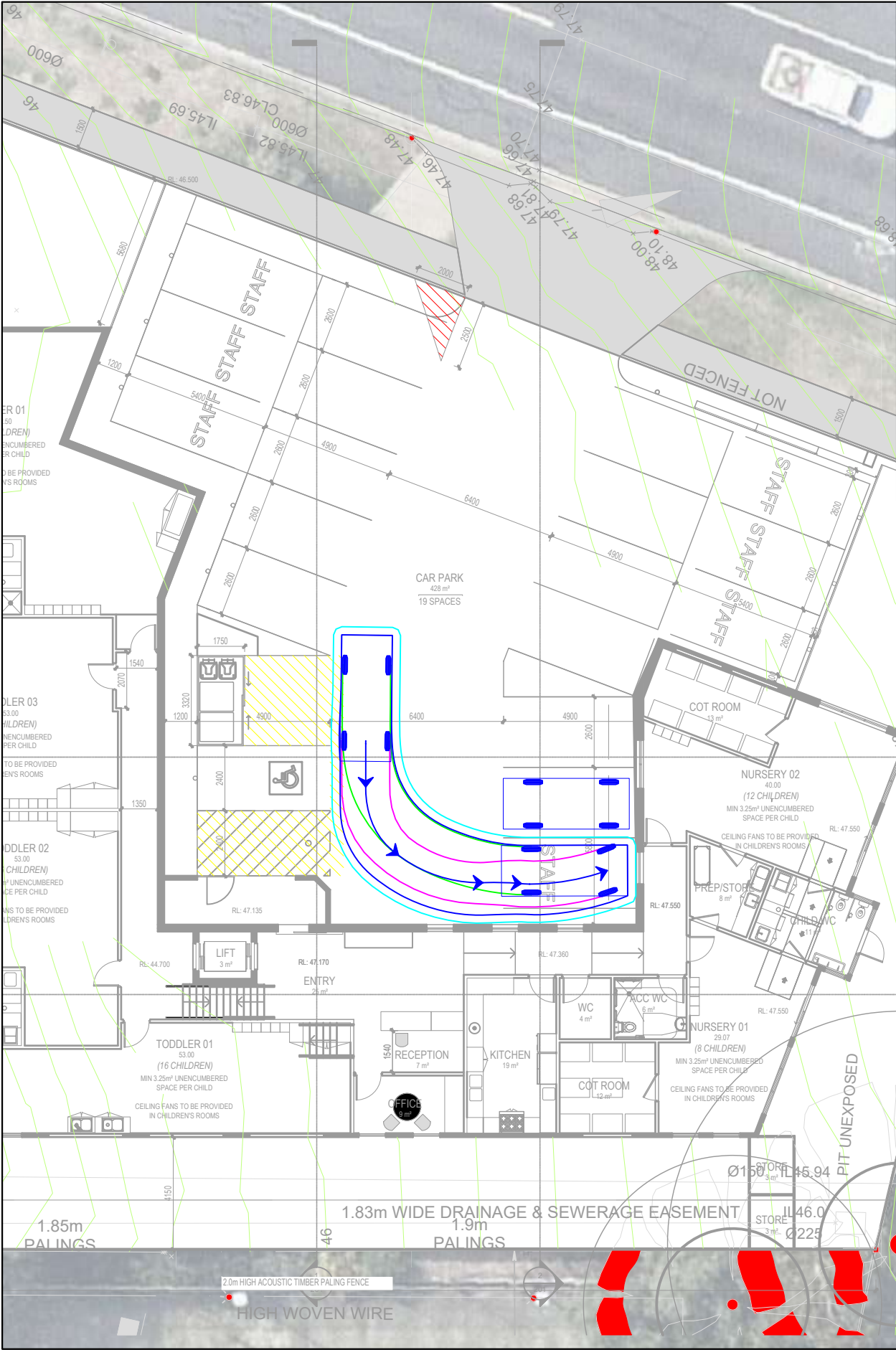
SHEET No. 1/1

DWG No. G36342-01-01

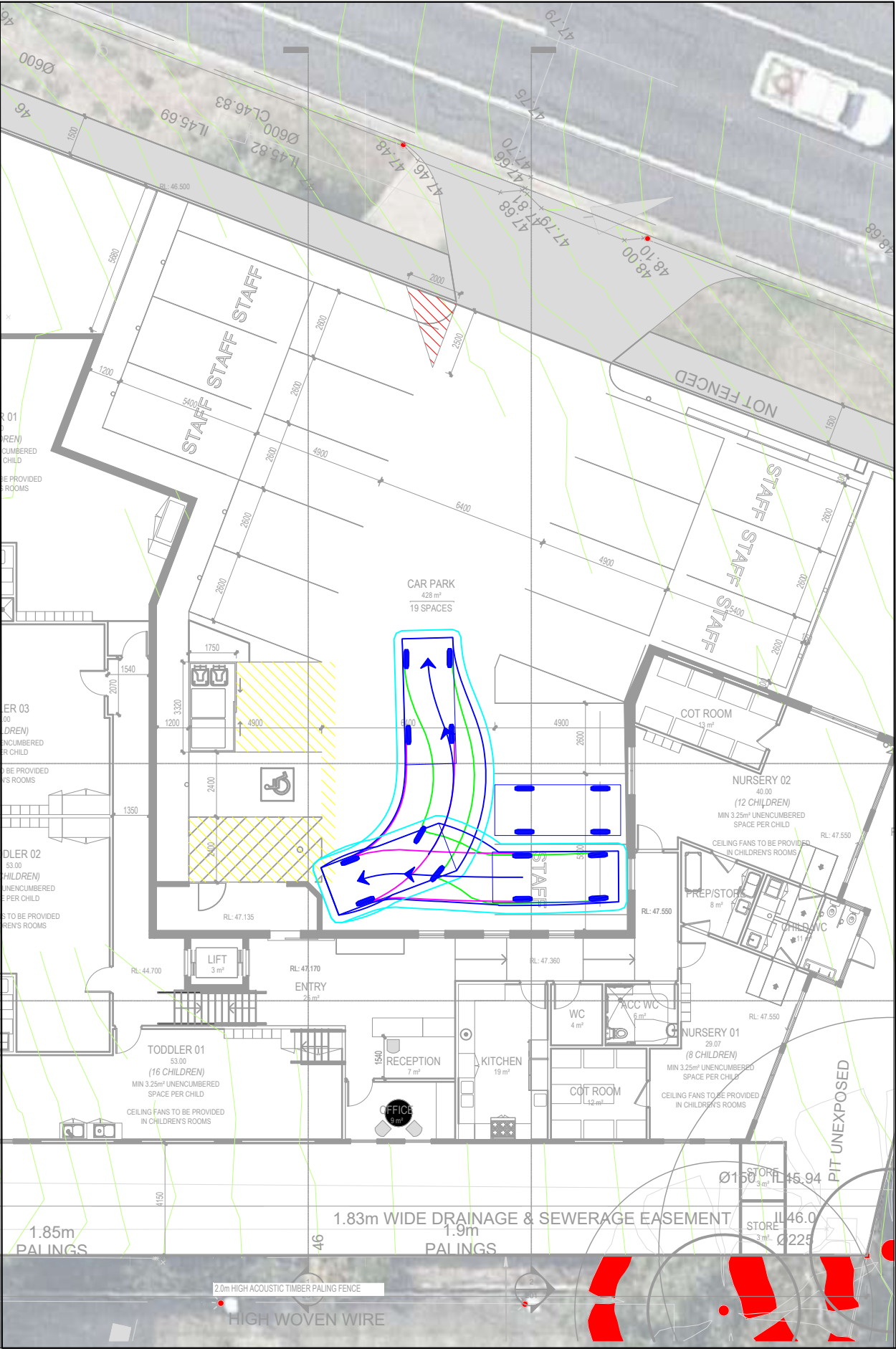
Appendix D – Swept Path Diagram



END CAR SPACE - INGRESS

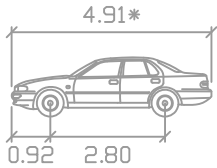


END CAR SPACE - EGRESS



VEHICLE PROFILE

VEHICLE USED IN SIMULATION



85th percentile
(AS/NZS 2890.1:2004)

Width : 1.87m
Track : 1.77m
Kerb to Kerb Radius : 1.5m

actual template based on 'relevant longitudinal dimensions that affect swept path' as set out in Section B2.1 of AS/NZS 2890.1:2004

LEGEND

REAR WHEELS (pink line)
FRONT WHEELS (green line)
VEHICLE BODY (blue line)
BODY CLEARANCE (cyan line)

REV	DATE	NOTES	DESIGNED BY	CHECKED BY
A	01/06/2026	Town Planning	D. ECONOMOU	J. STONE
B	05/08/2026	Town Planning	K. OLDAKER	J. STONE

277-279 SCENIC ROAD, HIGHTON
PROPOSED CHILDCARE DEVELOPMENT

GENERAL NOTES:
BASE INFORMATION FROM: 3327 GROUND
FLOOR 260804.dwg
DRAWINGS BY: The ELLIS Group Architects -
dated 4th August, 2026

FILE NAME: G36342-01A
SHEET NO.: 04



SCALE: 1:200 (A3)
0 2 4
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