
Advisory — Advocacy — Approval 

Metropol Ref. 1320

10 July 2026

Sally Beers
Statutory Planner
Greater Geelong City Council

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. The document must not be used for any purpose which may breach copyright legislation

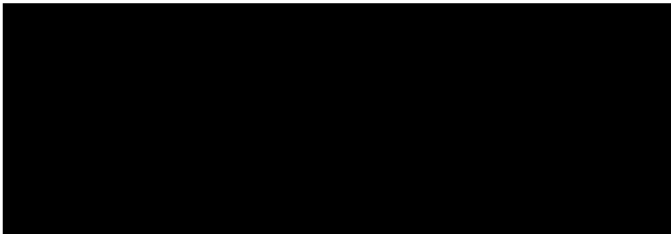
By email: statplanning@geelongcity.vic.gov.au

Dear Sally,

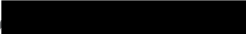
Planning Permit Application PP-909-2025 — Use and development of a Childcare centre and Construction of a dwelling – 297-307 Roslyn Road, Highton

We write in response to Council's request for further information dated 18 June 2026.

Please find enclosed the following civil engineering drawings prepared by  which are provided in response to Council's request:

- LC3208-R – Two Lot Subdivision Civil Plans, comprising drawings:
 - LC3208-R1 Issue C
 - LC3208-R2 Issue F
 - LC3208-R3 Issue E
 - LC3208-1 – Child care centre Development Civil Plans, comprising drawings:
 - LC3208-1-C1 Issue P2
 - LC3208-1-C2 Issue P3
 - LC3208-1-C3 Issue P4
 - LC3208-1-C4 Issue P3
 - LC3208-2 – Single Dwelling Development Civil Plans, comprising drawings:
 - LC3208-2-C1 Issue P2
 - LC3208-2-C2 Issue P2
 - LC3208-2-C3 Issue P4
 - LC3208-2-C4 Issue P3
- 

In addition, the following documents have been updated for consistency with the minor amendments to the drainage design discussed below and are also enclosed:

- Civil Engineering Peer Review Letter prepared by 
- Architectural Drawings prepared by 
- Planning Assessment Report prepared by 

1.0 Further Information Requested

The following responses are provided to address each of the items of further information requested by Council's Special Building Overlay Engineers.

1. *In LC3208-1-C2 and C3 (Issue P3, 19/05/2026), indicate the inlet and outlet pipes along with their invert levels, for the Atlantis Flo-Tank. It appears that the 225 mm pipe at IL 49.85 is the only inlet pipe and is designed for high flow and no outlet is allowed. Please clarify.*

We can confirm that it was always the intention that the Flo-Tank would have a single inlet / outlet pipe. The water backs up to the level of the weir within the Discharge Control Pit and then drains out as inflows reduce after a rainfall event.

The inlet pipe to the Discharge Control Pit previously shown at IL 49.85 has been removed – this was inadvertently left in from a previous version of the drawing.

2. *Typographic errors*

Please refer to drawing LC3208-3 which has been updated to correct the errors in notated invert levels identified by Council.

3. *Afflux Peer Review Letter*

Please refer to the enclosed updated Peer Review Letter prepared by [REDACTED] which has corrected outdated references to document and drawing versions.

4. *Proposed Dwelling Drainage Design*

Further to the meeting with Council's SBO Engineers (Fei Thim Yong and Kathryn Peters) on 22 June 2026, we understand that Council accepts that it is not necessary to increase the finished floor levels of the dwelling as requested, due to the retaining wall along the western boundary of the dwelling lot which will intercept and redirect overland flows.

It was agreed that an increase of 0.05 metres to the finished floor level would be sufficient to address Council's concerns.

As such, the enclosed Drainage Design (LC3208-2) and amended architectural drawings now propose a finished floor level of 54.85 meters AHD within habitable ground floor rooms. Driveway gradients have been slightly redesigned to achieve the amended floor level. The liveable design standards (for a step free access into the dwelling) continue to be satisfied by grading the floor level of the garage from 54.78 up to 54.85 where it meets the habitable floor area of the dwelling.

We trust that the enclosed information satisfies Council's request for further information and look forward to receiving advertising instructions shortly.

Metropol

Should you have any queries regarding this matter please do not hesitate to contact us on [REDACTED]
or via email: [REDACTED]

Yours sincerely,

