

# Hearse Road, Millgrove

Special charge scheme landowner  
presentation

Sep 2021



Welcome, I'd first like to start by acknowledging the Traditional Owners of the land on which I record this presentation. I pay my respects to their Elders, past and present.

Thank you for taking the time to listen in on this landowner briefing regarding the Special Charge Scheme to construct Hearse Road, Millgrove

This briefing has been set up to provide landowners with information regarding the upcoming statutory process to declare the Special Charge Scheme, while also providing details on the project itself.

## Overview

- ▶ Federal Government Roads for the Community Initiative
- ▶ What is a Special Charge Scheme?
- ▶ Project Overview
- ▶ Properties included in the Special Charge Scheme
- ▶ Estimated Project Cost
- ▶ Anticipated Time Frames
- ▶ Submissions
- ▶ Anticipated Time Frames - Payment Details
- ▶ Description of Works
- ▶ What to expect in Construction
- ▶ Drop in Session



A number of items will be covered in this presentation. We'll start by recognising the major source of funding for this project, some information about what a Special Charge Scheme is, we'll look at the project history, timeframes and key dates for the statutory process, a description of the works and, of course, what to expect during construction.



## Federal Government Roads for the Community Initiative



In 2019 as part of its budgetary process the Federal Government announced a nine year, \$150 million funding plan to Yarra Ranges Council for the construction of unsealed roads in the Dandenong Ranges and surrounds.

This funding program has been named the Roads for the Community Initiative.

At its meeting held on 24 September 2019, Council endorsed a list of unsealed roads proposed for construction utilising the federal funding. Council also directed that the roads listed, with the exception of some that directly abut schools or community facilities, should be constructed by means of Special Charge Schemes.

Council greatly appreciate the substantial Federal Government Funding towards this road construction program and acknowledge the work of the Honourable Tony Smith MP, Federal Member for Casey and Speaker of the House of Representatives for his role in bringing this program to life.

## What is a Special Charge Scheme?

- ▶ Landowner contributions can be sought for infrastructure improvement projects such as roads, footpaths and drainage
- ▶ Introduced where the works proposed are to the special benefit of a defined group of properties.



So, what is a special charge scheme?

A Special Charge Scheme is a means where landowner contributions can be sought for infrastructure improvement projects such as roads, footpaths and drainage.

Landowner funded schemes have been in place for many years. In fact, Council records dating back to the 1920s detail the involvement of landowners in many road and other improvement projects, e.g., drainage, footpaths, kerb and channel, etc.

A Special Charge Scheme is generally introduced where the works proposed are to the special benefit of a defined group of properties.



## Project Overview

- ▶ Hearse Road, Millgrove was included in the priority list
- ▶ Landowners surveyed February 2021
- ▶ Sufficient landowner support received June 2021
- ▶ Detailed design is ready to proceed subject to community consultation
- ▶ Construction anticipated to commence in Feb 2022



We'll now run through a little bit of history regarding this project.

**Hearse Road, Millgrove** was included in the list of roads prioritised for construction under the Roads for Community program in 2019

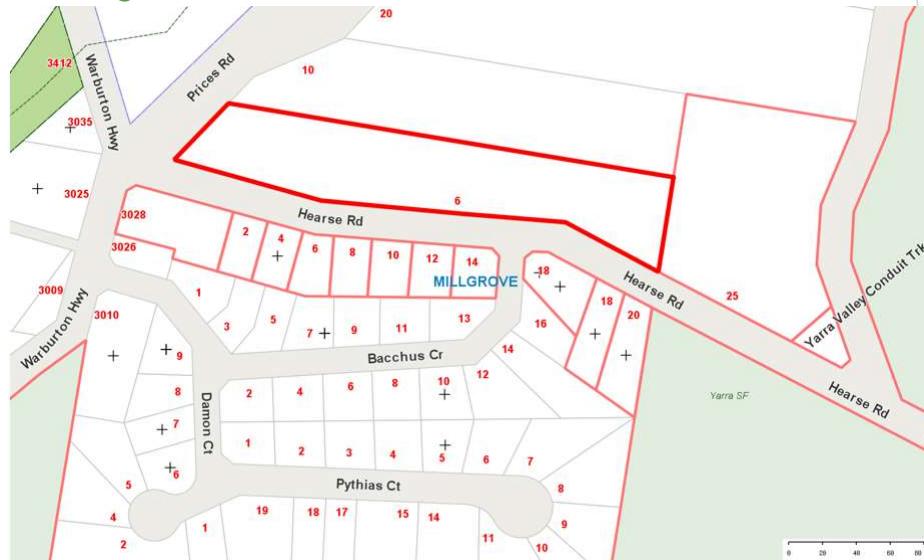
In **February 2021** landowners were surveyed to determine their support for a SCS to construct the road.

Sufficient landowner support was received in **June 2021** and landowners were advised that the project would proceed to design stage

Detailed project design is ready to proceed to subject to community consultation in preparation for the Statutory Phase. Subject to successful completion of the Special Charge Scheme Statutory Process, the works will then be tendered for construction.

Construction is anticipated for **February 2022**

## Properties Included in the Special Charge Scheme



This map gives us a clear visual representation of the extent of the scheme with **14** Properties involved highlighted in red. The extent of works is for **353m** of road to be constructed.

## Community consultation Estimated Project Cost

- ▶ Community review of the functional layout plan
- ▶ Current Estimated Project Cost (based the on functional layout plan) \$406,200 for approximately 353 metres of road.
- ▶ Council contribution via Federal Government \$318,700 (78%) landowner contribution \$87,500 (22%)
- ▶ Landowner contributions are based on a cost of \$7,000 per standard property
- ▶ Landowner contributions have been heavily subsidised utilising Federal Government Funding via the Roads for the Community Program



A functional layout plan has been prepared for the project which is available online for community review and feedback.

Based on these plans and as part of the Statutory Process landowners are provided a cost estimate of the works.

\*The current Estimated Scheme Cost (based on the functional layout plan) is **\$406,200** for approximately **353** meters of road.

\*Council's contribution, via the Federal Government, is **\$318,700 or 78%** of the project cost. The landowner contribution is at **\$87,500 or 22%** of the project cost.

\*Landowner contributions are based on a cost of \$7,000 per standard property.

A standard property is a residential property not capable of intensive development i.e. subdivision, and that gains primary (vehicular) access from the roads being constructed.

Standard properties that share a boundary with the roads being constructed and

gain primary (vehicular) access from another road will normally pay a half charge, or \$3,500.

\*Landowner contributions have been heavily subsidised utilising Federal Government Funding via the Roads for the Community Program. Without the Federal Government Funding Subsidy Standard Properties would be up for a charge in excess of \$15,000

Please be advised that we understand there are some in the community that are under financial pressure as a result of the current coronavirus crisis. For those that may be experiencing financial hardship, there will be special provision to allow them to pay their contribution towards the project over an extended period of time that meets their circumstances.



## Anticipated Time Frames

• Online Landowner briefing and drop in session	14 Sep 2021
• Report to Council - Intention to Levy	28 Sep 2021
• Notice to landowners - Intention to Levy	29 Sep 2021
• Public Notice Local Newspapers on and Council's Web Site	Week of 4 Oct 2021
• Date Submissions to Council close	3 Nov 2021
• Report to Council - Declaration of Scheme	23 Nov 2021
• Notice to landowners - Declaration of Scheme	24 Nov 2021
• Submissions close to Victorian Civil and Administrative Tribunal (VCAT)	27 Dec 2021
• Tender Process	Jan 2022
• Works Commence	Feb 2022



Note: If a submission to VCAT is made the project will be placed on hold until a hearing is arranged and a written decision is made by VCAT. This may take up to 12 months.



We will now run through some key dates and timeframes to undertake the special charge scheme statutory process and proceed to construction.

\*This online landowner briefing will be available online from **14 Sep 2021.** Unfortunately, due to state health orders, an in person drop in session cannot be organised. Our team can be contacted should you wish to discuss. Our details are included in a later slide.

\*Council will consider a report recommending that landowners be advised of Councils intent to Levy a Special Charge for the construction of **Hearse Road, Millgrove** at its meeting dated **28 Sep 2021.**

\*Following this meeting, a notice to landowners advising of the Intention to Levy a Special Charge will be mailed the very next day on **29 Sep 2021.**

\*A Public Notice will be published in The Mail Local Newspapers & on Council's Internet Web Site on the week commencing **Week of 4 Oct 2021.**

\*Written Submissions to the SCS (which will be discussed more shortly) can then

be made to Council. The submission period closes on **3 Nov 2021**.

\*Council will consider any submissions made at the meeting to be held on **23 Nov 2021**. At this meeting Council will decide to either declare or abandon the scheme.

\*Should Council declare the special charge scheme, a notice to landowners advising of the Declaration of the Scheme, will be mailed to landowners on the **24 Nov 2021**.

\*Following the declaration of the Scheme, landowners will have the opportunity to make submissions to the Victorian Civil and Administrative Tribunal (VCAT). Submission to VCAT will close on the **27 Dec 2021**

\*The tender process for the construction works would begin between **Jan 2022 – Feb 2022** subject to scheme being declared by Council of course.

\*If no submissions are made to VCAT works could commence by **Feb 2022**

\*Please note, if a submission to VCAT is made the project will be placed on hold until a hearing is arranged and a written decision is made by VCAT. This may take up to 12 months

## Submissions

- ▶ Landowners advised of Council intent to levy a special charge
- ▶ Public notice advising of Councils' intention to levy a special charge
- ▶ Public Submissions open to Council
- ▶ Council will decide to either Declare or Abandon the Scheme
- ▶ 30 day period to Appeal to VCAT



I will now run through some information regarding the submission process.

As mentioned earlier, after community consultation and drop-in sessions, the Notice of Intention is sent to residents. Soon after, a Public Notice advising of Council's Intent to Levy a Special Charge for the road construction project is published on Council's Website and in the Mail Newspaper.

Public submissions regarding the proposed Special Charge Scheme can then be made.

Submissions may be made in support or in opposition to the Scheme. Persons making a submission to the Scheme will be offered the opportunity of a consultation meeting with their Councillor and/or Council Officers to discuss their submission if they wish to do so.

Council will consider any public submissions made at its meeting dated **23 Nov 2021**. At this meeting landowners will have the opportunity to discuss their submission to Council. Council will also decide at this meeting to either Declare or Abandon the Scheme.

If Council declares the special charge scheme, a Declaration of Scheme Notice will be sent to landowners the next day. If the Scheme is Declared by Council, property owners

will have a 30 day period to appeal to VCAT.

If a submission is made to VCAT the project will be delayed until VCAT can consider the matter and deliver a written decision – this may take up to 12 months

## Anticipated Time Frames - Payment Details

- ▶ The special charge is paid with your annual rates
- ▶ Repayments over 10 years (including a financing cost, currently around 3%)

If you pay your rates:

- ▶ Once a year - due on 15 February 2023
- ▶ By instalments - payments commence 30 September 2022
- ▶ By Direct Debit - payments commence on the 1st payment date after 30 June 2022

OR

- ▶ Lump Sum payment of entire Special Charge - due 15 February 2023 (financing cost does not apply to lump sum payment)



Repayment of the Special Charge can be spread over ten years (which would include a **3%** financing cost). The Financing Cost is based on current interest rates set when Council secures its' borrowings

Scheme payments are made at the same time that you pay your annual rates.

**If you pay your rates once a year – 1st annual payment due on 15 February 2023.**

**If you pay your rates by instalments - payments commence 30 September 2022.**

**If you pay your rates by Direct Debit – payments commence on the 1<sup>st</sup> payment date after 30 June 2022.**

**OR**

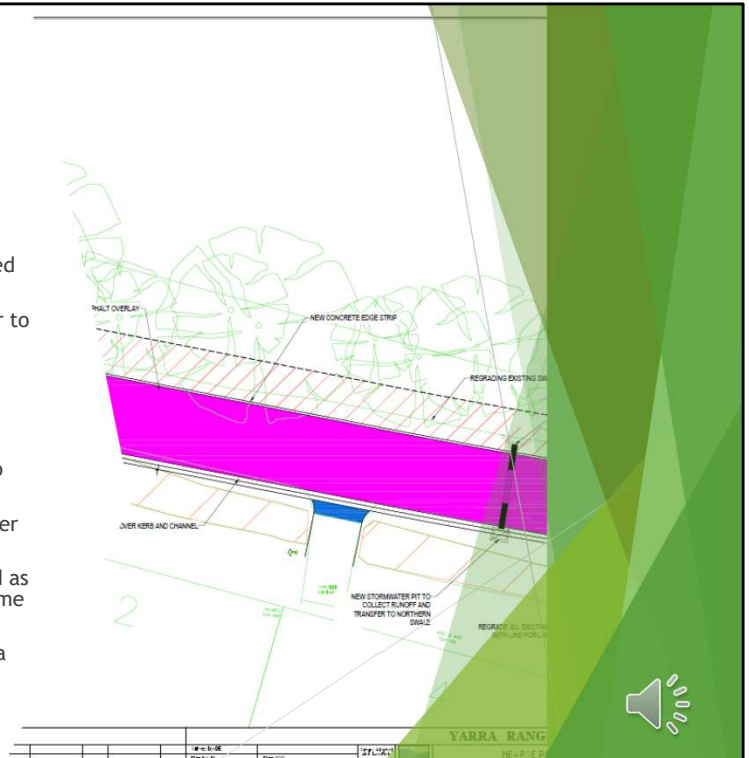
**Lump Sum payment of entire Special Charge - due 15 February 2023 (financing cost does not apply to lump sum payment)**

I will now pass onto our Project Engineer **Keat Cheong** to explain the description of works.



## Description of Works

- ▶ Road width generally following existing road formation
- ▶ 5m wide trafficable road width road
- ▶ A three-point movement of a garbage truck located at the end of Hearse Road
- ▶ Asphalt pavement 'crowning' allowing stormwater to sheet to either side of the road
- ▶ The south side new rollover kerb will direct stormwater to proposed drainage pits and underground drainage. The table drain to be removed.
- ▶ The north side edge strip will allow stormwater to flow into the existing open channel table drain.
- ▶ Finished surface to be approximately 100mm higher than existing surface
- ▶ Driveways will be reinstated to the same standard as they existed prior to the works with use of the same surface material
- ▶ Layout plans available at on Council's website or a hard copy mailed on request.



Thanks Mitch

**Hearse Road, Millgrove** has been designed with the following road elements in mind;

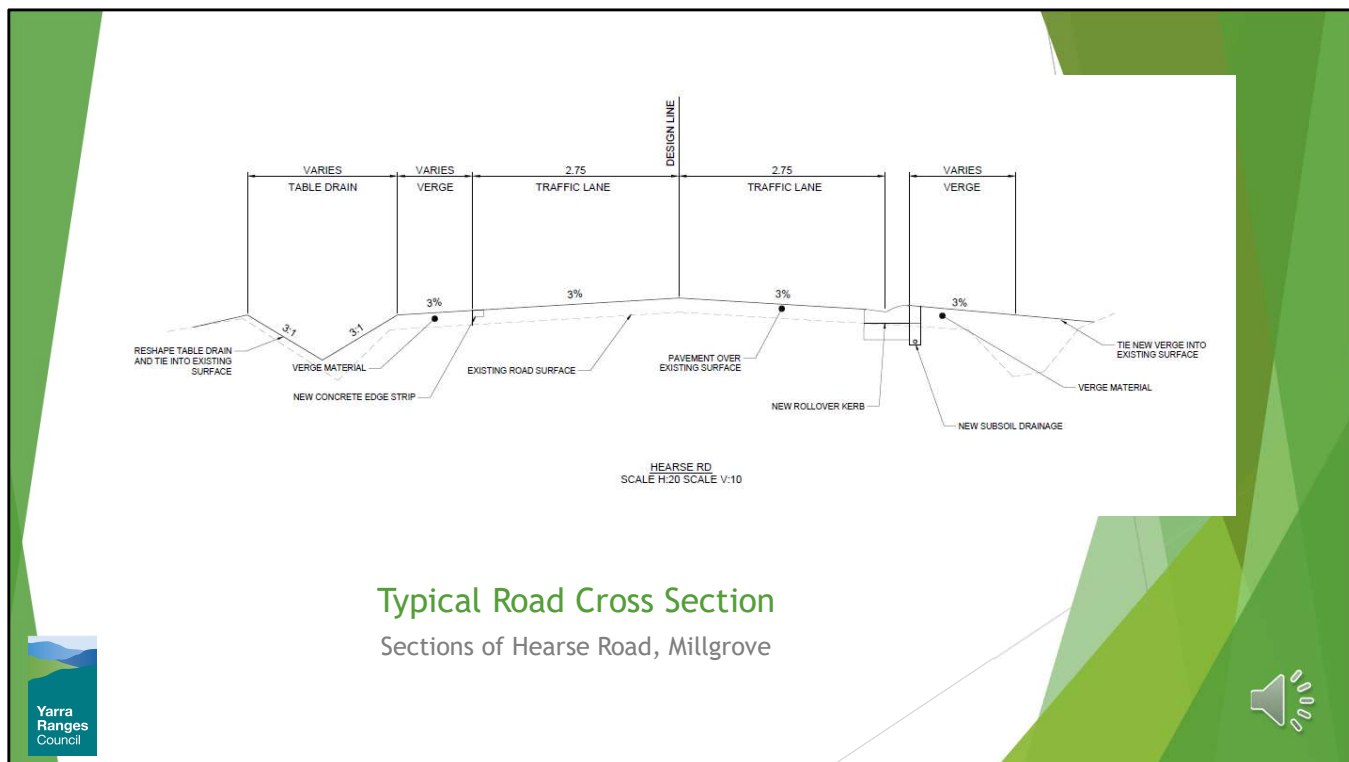
- The road width will generally follow the existing road formation.
- A sealed 5 metre trafficable width allowing two-way traffic movement, measured from invert of kerb to invert of kerb
- Located at the end of Hearse Road, a widened trafficable area is included to allow for a three-point movement of a garbage truck
- The sealed asphalt pavement will be constructed with an elevation in the centre also known as a 'crowning'. This will allow stormwater to sheet to either side of the road.
- On the south side of the road, being the side with a higher density of driveway accessways, new concrete rollover kerb and channel is proposed. While on the opposite north side, new concrete edge strip is proposed.
- South side rollover kerb will direct stormwater to proposed pits and underground drainage. The existing table drain is proposed to be removed.
- North side edge strip will allow stormwater to flow into the existing open channel drains. Earthworks are included in the project to re-shape the existing surface.
- Underground drainage will then be directed to existing systems along Warburton Hwy.

The constructed surface will generally be higher, approximately 150mm than existing surface. Where levels of the road have been altered, driveways will be reinstated as best as possible to avoid scraping of vehicles accessing the property. Disturbed sections of private driveways will be reinstated to the same standard as they existed prior to the works with use of the same surface material.

Please note: Driveway reinstatement may be difficult in steep conditions, where achieving reinstatement is dependant upon the quality of the original driveway design and construction.

Any improvements of driveways from the edge of the road to the adjacent property is a landowner responsibility. Should you wish to have your driveway upgraded at the time of works, the contractor may be able to do this for you at your cost. You are welcome to seek a quotation from the contractor at the time of project commencement for improvements or upgrades to your driveway as a private arrangement.

Copies of the layout plans can be accessed via the project web page or on request a hardcopy can be mailed out to you.



Here is a picture of **Hearse Road, Millgrove's** proposed cross section with asphalt pavement, roll over kerb on the south side and edge strip on the north side.

From the picture you can see the trafficable road width of 5.0 metres, invert of kerb to invert of kerb.

You can also see the road crown showing an approximate 3% grade in the middle allowing stormwater to sheet to either side of the road. On the south side water would be collected in the kerb and channel and on the north side water sheet flow into the table drain. All stormwater would then lead into pits and underground drainage systems.



Before



After

**Similar type project: Cavanagh Road, Millgrove**  
5m trafficable width with rollover kerb both side



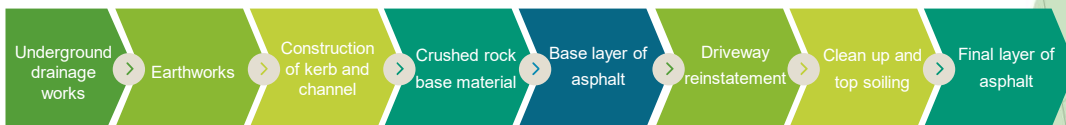
To get an idea of what your road may look like after construction, here is a similar project in the nearby area, **Cavanagh Road, Millgrove**

This project was constructed in the first year of the Roads for Community Program with similar 5m wide road cross section with rollover kerbs

Feel free to drive by and have a look.

## What to expect during Construction

- ▶ Access during construction times, road closed to through traffic
- ▶ Work times between 7:30am to 4:30pm Monday to Friday (can vary)
- ▶ Weekly waste collection services will be arranged earlier (around 6am)
- ▶ Contractor to notify residents of impacts to property access and delays
- ▶ Council will be undertaking almost daily inspections
- ▶ Order of works:



Here is a flow chart of what to expect during construction.

Works are classified as major construction, so there will be disruptions. The road will be closed except for residents and services related to residents. There may be restricted vehicle access to properties for some of the works, particularly during drainage installation and concrete kerb works.

Work times are generally between 7:30am to 4:30pm, Monday to Friday (however, this can vary). Waste collection services will continue with an altered to an earlier pick up time, around 6am – so make sure to pop your bins out the night before.

The Contractor will notify you of any impacts to your property access. A Council supervisor will be undertaking inspections of the works almost daily. For safety keep clear of construction areas and drive slowly through the works area obeying the contractors instructions. Council and the contractor will be available to discuss how these road work impacts might affect you.

Construction activities generally occur in the following order:



- \*Underground drainage works where trenching and pipe laying works will occur beside roads, across the road
- \*Earthworks to define the road formation
- \*Installation of sub surface agricultural drains to capture groundwater seepage
- \*Construction of kerb & channel where determined.
- \*Crushed rock base material for the road pavement
- \*Base layer asphalt of the road
- \*Driveway reinstatement
- \*Clean up and top soiling of disturbed areas.
- \*The final layer of asphalt, to be laid 12 months after the practical completion of the project to allow any pavement defects that may occur to be identified and repaired.

Please note, the kerb installation, works may require restricting vehicular access to your property for up to 5 days whilst the concrete cures. Generally works will occur on one side of the road at a time, which may allow you to park on the opposite side of the road or in your opposite neighbours property, returning the favour when their side is done.

During the top soiling phase, please avoid driving and parking on these areas. We thank you for your understanding and patience during works.

## Landowner Consultation

We are available to discuss any enquiries you have regarding the design plans, special charge scheme process or the project in general.



1300 368 333 - Council's Contact Center  
Ask for 'Roads for the Community'



[mail@yarraranges.vic.gov.au](mailto:mail@yarraranges.vic.gov.au)



View plans on Yarra Ranges website:  
<https://shaping.yarraranges.vic.gov.au/HearseRoad>



Finally, If you have any queries regarding the Special Charge Scheme process, the layout plans or the project in general, Council officers will be available to discuss your enquiry online, over the phone or in person (subject to COVID-19 restrictions of course). Please get in touch with us to arrange a time to catch up and discuss your enquiries.

To download the layout plans or to find out more information on this project, go to Council's 'Shaping Yarra Ranges' website and look up **Hearse Road**

This concludes the presentation. On behalf of the team, thank you for your attendance and interest in the project.