

# Adrienne Court & Maxwell Court, 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, present and emerging.

Thank you for taking the time to listen in on this landowner briefing regarding the Special Charge Scheme to construct **Adrienne Court and Maxwell Court, 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. So stay tuned!

## 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



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

- ▶ Adrienne Court, Hodges Court, Lillis Court, Margaret Court, Maxwell Court and Vera Court, Millgrove were included within the priority list
- ▶ Landowners surveyed Feb 2021
- ▶ Sufficient landowner support was only received for Adrienne Court and Maxwell Court in August 2021
- ▶ Detailed design in progress
- ▶ Construction anticipated to commence in early 2022



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

**Adrienne Court, Hodges Court, Lillis Court, Margaret Court, Maxwell Court and Vera Court in Millgrove** were all 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 for **Adrienne Court and Maxwell Court** was received in **August 2021** and landowners were advised that the project would proceed to design stage.

Detailed design work is on the way and the project is ready to proceed to 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 **Early 2022**

## Properties Included in the Special Charge Scheme



This map shows the extent of the scheme with **17** Properties involved highlighted in red. The extent of works is **73m along Adrienne Court and 77m along Maxwell Court** to be constructed.

## Community consultation Estimated Project Cost

- ▶ Community review of the functional layout plan
- ▶ Current Estimated Project Cost (based on functional layout plan) \$177,396.85 for approximately 150 metres of road.
- ▶ Council contribution via Federal Government \$68,897 (39%) landowner contribution \$108,500 (61%)
- ▶ 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 **\$177,396.85** for approximately **150** meters of road.

\*Council's contribution, via the Federal Government, is **\$68,897.85 or 39%** of the project cost. The landowner contribution is at **\$108,500 or 61%** 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 available	From 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	January 2022
• Works Commence	Early 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 **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 **Adrienne Court and Maxwell Court** at its meeting dated **28 September 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 September 2021**

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

\*Written Submissions to the SCS (which will be discussed more shortly) can then be made to Council. The submission period closes on **3 November 2021**

\*Council will consider any submissions made at the meeting to be held on **23 November 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 November 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 **Early 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, 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 **16 November 2021**. At this meeting landowners will have the opportunity to talk to 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.**

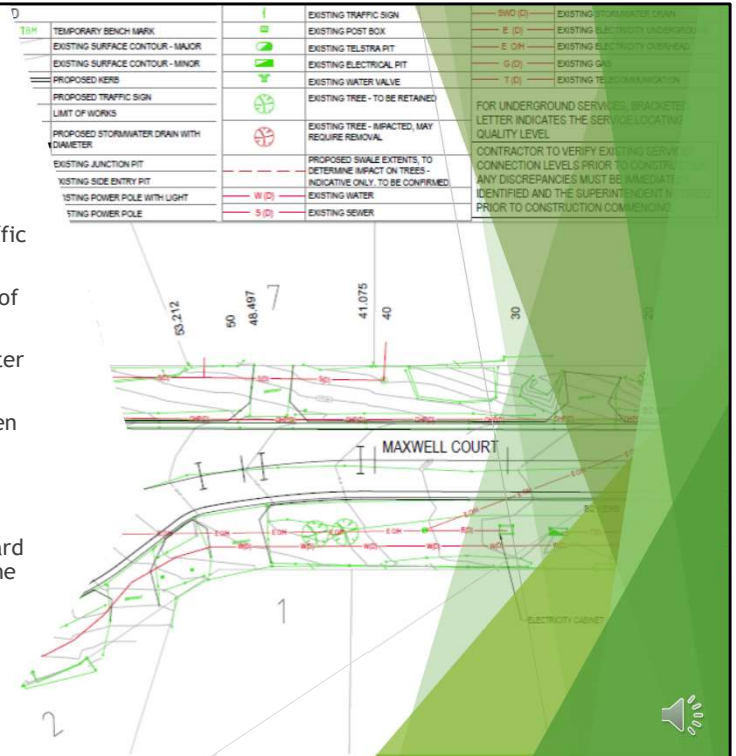
**OR**

**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 Student Project Engineer **Mitchell Selleck** to explain the description of works.

## Description of Works

- ▶ Road width generally following existing road formation
- ▶ 5 metre trafficable width allowing two-way traffic movement
- ▶ A 11m court bowl allowing for a full movement of a garbage truck
- ▶ Asphalt pavement 'crowning' allowing stormwater to sheet to either side of the road
- ▶ New concrete rollover kerb and channel has been included on both sides of the road
- ▶ 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, viewing (on screen) at the Yarra Junction Community Link or hardcopy on request



Thanks Keat,

Adrienne Court and Maxwell Court has been designed with the following road elements in mind;

- The road width will generally follow the existing road formation.
- A 5 metre wide trafficable seal will allow for two-way traffic movement.
- A 11m wide court bowl allowing for a full turning movement of a garbage truck. These measurements are taken from invert of kerb to invert of kerb.
- The asphalt pavement will constructed with a two-way crossfall. This will allow stormwater to sheet to either side of the road.
- The existing barrier kerbs are to be removed and a new concrete rollover kerb and channel will be included on both sides of the road. The kerb will direct stormwater to existing drainage pits and underground drainage which is currently connected to Walkers Creek and the Yarra River.

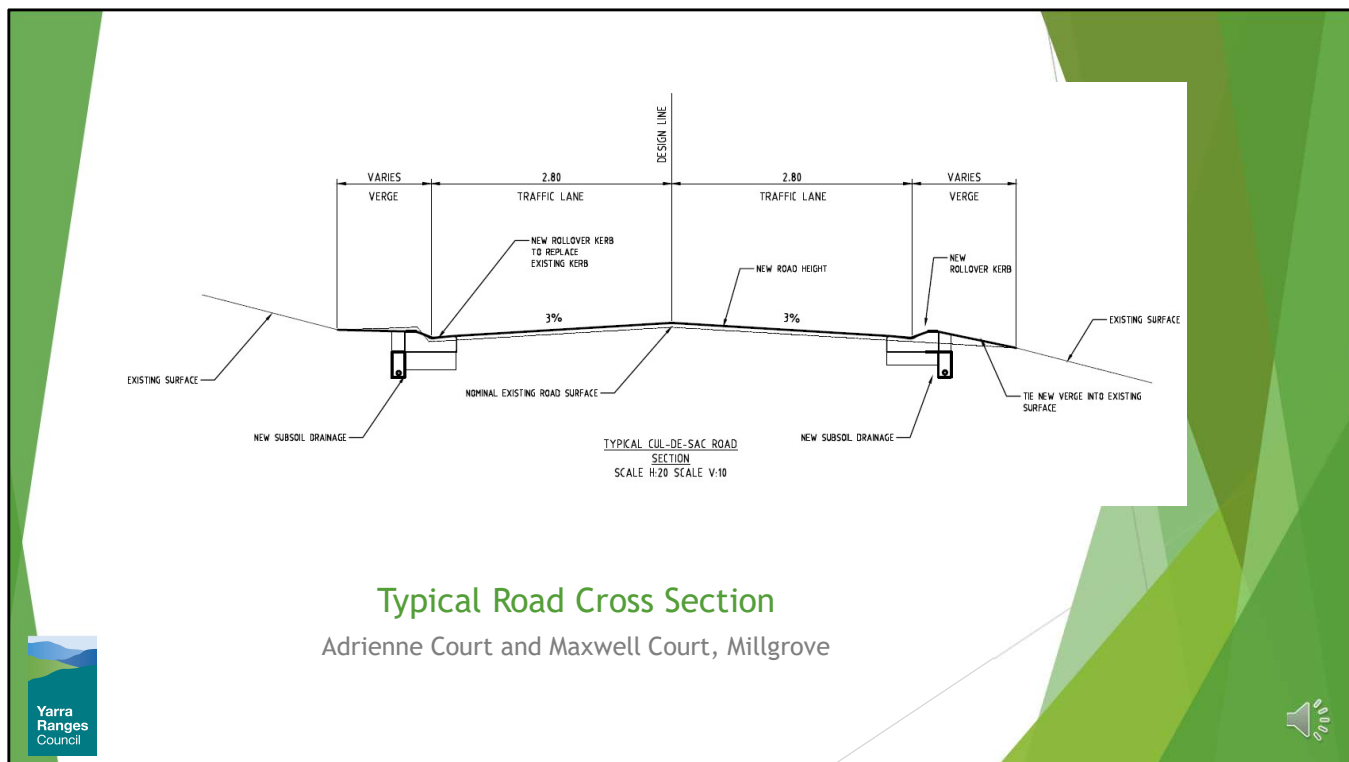
The constructed surface will generally be higher, approximately 100mm than existing

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 improvement to your driveway as a private arrangement.

Copies of the layout plans can be accessed via the project web page.



**Typical Road Cross Section**  
Adrienne Court and Maxwell Court, Millgrove

Here is a picture of **Adrienne Court and Maxwell Court's proposed** cross section with asphalt pavement and rollover kerb on either 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 and be collected in the kerb and channel before entering drainage pits and underground drainage.



Before



After

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



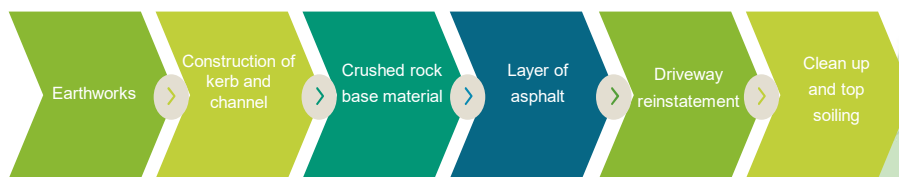
To get an idea of what your road may look like after construction, a similar project in the nearby area is **Cavanagh Road, Millgrove.**

This project was constructed in the first year of the Roads for Community Program with similar 5m wide seal with rollover kerb and channel profiles.

We encourage you all to drive by and take a look for yourself.

## 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 (may 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. There may be restricted vehicle access to properties for some of the works, particularly during drainage installation and concrete kerb works.

The road will be closed except for residents and services related to residents.

Work times are generally between 7:30am to 4:30pm, Monday to Friday (however, this can vary). Waste collection services will continue with bin pick up 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. Council and the contractor will be available to discuss how these road work impacts might affect you. 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

Construction activities generally occur in the following order:

- \*Earthworks to define the road formation
- \*Construction of kerb & channel where determined
- \*Crushed rock base material for the road pavement
- \*Laying of asphalt
- \*Driveway reinstatement
- \*Clean up and top soiling of disturbed areas

Please note for the kerb installation, works may restrict vehicular access to your property for a period of 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 within your opposite neighbours property, returning the favour when the other side of the road is completed.

Also, during the top soiling phase, please avoid driving and parking on these areas once topsoil is laid.

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:  
[shaping.yarraranges.vic.gov.au/Adrienn](https://shaping.yarraranges.vic.gov.au/Adrienn)  
[eCourtandMaxwellCourt](https://shaping.yarraranges.vic.gov.au/eCourtandMaxwellCourt)



Finally, If you have any queries regarding the either the Special Charge Scheme process, the layout plans or even just the project in general, Council officers will be available to discuss your enquiry by email, 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.

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