
PUBLIC INFRASTRUCTURE PLANS
A Guide on How to Prepare a PIP

Purpose of Public Infrastructure Plans

A Public Infrastructure Plan (PIP) sets out the location, type and timing of infrastructure delivery affecting a development (including subdivision).

A PIP is an application requirement for most developments within Latrobe's Growth Areas.

A PIP is required when a planning permit is lodged (rather than after a permit has been issued) in order to clearly establish expectations (both Council and Applicant) and, to speed up implementation and on the ground delivery.

This document is intended to inform the creation of PIPs within the Latrobe City's Growth Areas. This is not an exhaustive resource and should be used as an indication of Council expectations only. This is a fluid document to be amended, adapted and improved overtime.

How to use this Guide

This document is intended to inform the writing of PIPs for new developments within the Latrobe City's Growth Areas.

This is not an exhaustive resource and additional information/requirements may apply.

What a Public Infrastructure Plan must include

Plan

Showing the approved development/subdivision layout (including staging) and, all relevant DCP and non-DCP infrastructure items. This may include items which are/are not being delivered by the developer and, items which are within or outside the site.

Table

Including each infrastructure item shown on the plan and information including, who is responsible delivering the item, if works are to be provided 'in-kind' and expected stages for delivery.

Notes

Notes as detailed below

Elements of a Public Infrastructure Plan

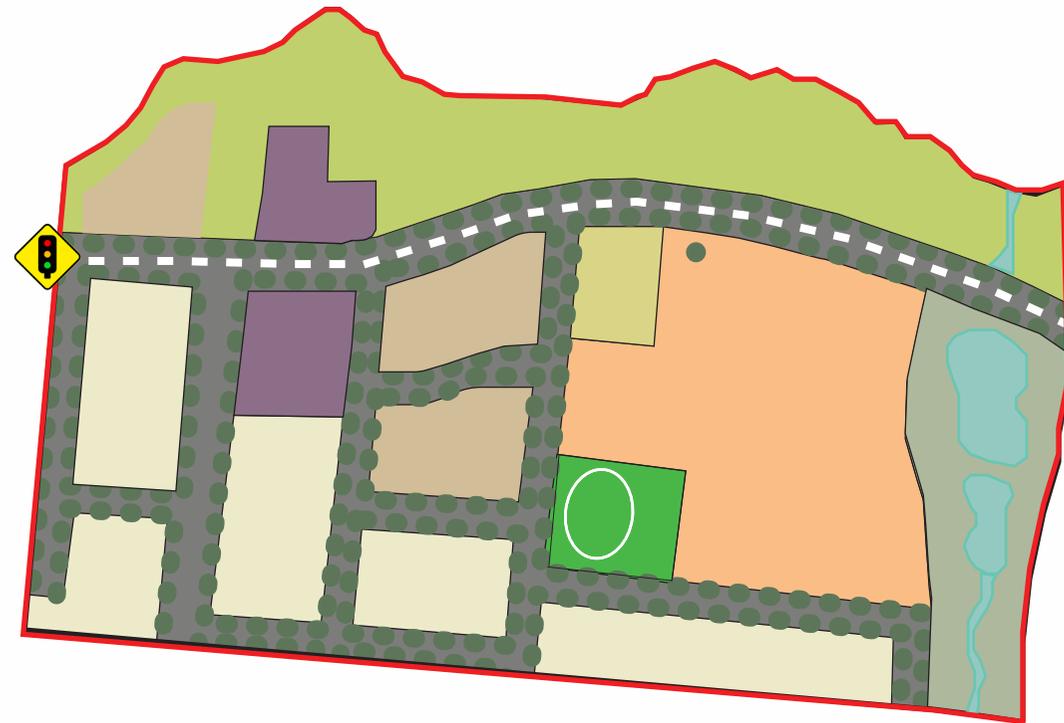
Correct identification of all relevant infrastructure and land items is the first step to creating a PIP. Depending on the complexity of the site, items may be all or partly listed in the relevant planning permit condition. However, it is important to note that additional items (not necessarily shown in the DCP or Precinct Structure Plan (PSP)) may be required to be shown on the PIP.

Example Site

This Guide has been created for an 'Example Subject Site' which contains:

Figure 1: Example Site

- A public primary school site
- A neighbourhood convenience centre
- Development Contribution Plan (DCP) and Non-DCP Roads
- Land required for road widening (non-DCP funded)
- Encumbered and unencumbered open space
- A DCP intersection
- A local sporting reserve
- Land for residential development (various densities)



	Residential		Primary School
	Medium Density Residential		Community Centre
	Passive Public Open Space		Commercial Land
	Active Public Open Space		Neighbourhood Activity Centre
	Encumbered Land		Collector Road
	Drainage		Local Street
	Shared path		DCP Intersection
	Playground		Street trees
	Native Vegetation to be retained		

Example Public Infrastructure Plan



1. Item ID	2. Description of Item (as per the DCP)	3. DCP Item? (Yes/No)	Quantity of Item				7. Over provided (+) and not creditable	8. Relevant Stage(s)	9. % of DCP project to be delivered	10. Responsibility	11. Works in Kind (WIK)? (Yes/No)
			4. In Full	5. On Property	6. Proposed to be Delivered						
WL-06C	Construction of stormwater quality treatment wetland and	Yes	1	1	1	0	1	100.00%	Developer	Yes	
WL-06L	Provision of land (beyond 60m waterway corridor)	Yes	1.3	1.3	1.45	0.15	1	100.00%	Developer	Yes	
P-18	Parkland - lake foreshore (large). Located adjacent waterway (on one side), north of surrounding neighbourhoods.	No	5.55	2.755	3	0.225	6	50.00%	Developer	No	
RD-2L	Provision of Land - land for arterial boulevard widening of road project on property 11	Yes	1.14	1.14	1.14	0.000	3	100.00%	Developer	Yes	
RD-2C	Construction of 24.0m wide 2 lane arterial boulevard (as per Cross Section 3 of the PSP)	Yes	1500		300	0.000	3, 4, 7	20.00%	Developer	Yes	
N/A	Provision of Land - land for unsignalised T intersection.	No	0	0.00	0.20	0.000	5	NA	Developer	No	
IN-03	Construction of unsignalised T intersection with protected right hand turn lane	Yes	1	1	0.7	-0.300	5	70.00%	Developer (unless delivered by others)	Yes	

Notes

The permit applicant acknowledges to Council that the approval of the Permit PIP by Council is being done by Council in its capacity as the Responsible Authority and does not provide an indication or advice as to whether Council, acting in its capacity as a Collecting Agency under the relevant Development Contribution Plan, will approve a proposal to carry out any DCP projects as works in kind. The permit applicant acknowledges that a separate and formal request to carry out a DCP project as a works in kind project is required.

* Where the PIP is for land in the Lake Narracan PSP area, the provision of land or extent of works to be credited (Value and/or %) to be determined as part of the related Section 173 Agreement.

**Or as agreement in a related Section 173 Agreement registered on-title.

The Lake Narracan PSP and Latrobe Planning Scheme requires a 5.29 contribution towards Public Open Space.

Open Space equalisation in accordance with the Lake Narracan PSP to be addressed as part of a Section 173 Agreement Registered on title.

**Plan is an example only, it does indicate how big the plan, table and notes should be in comparison to each other. It is only indicative of the content that should be included.*

PIP Plan

Plan

The PIP plan must clearly show:

- The subject site (including all boundaries).
- The proposed development/subdivision (including the approved lot layout).
- Applicable staging boundaries.
- Proposed super-lots.
- Infrastructure items (discussed below).

Item Colours

All PIP items must be represented in individual and contrasting colours.

Some land may be subject to multiple DCP/ICP items (ie. road construction & provision of land).

Each item must be represented individually (ie. By a separate colour).

See items RD-2L & RD-2C on example PIP for overlapping land and construction road items.

Arrow Heads

Arrow heads are not permitted as they do not clearly delineate where items commence/terminate.

See item 5 PIP on example PIP for road construction item (shown below).

Legend

A legend may be part of the PIP table and, must show the item number and colours as shown on the PIP Plan.

See column 1 of example PIP table.

Super-lots

Super-lots (including traditional residential super-lots, as well as future schools, NCC sites, employment land ect.) which are not to be transferred to Council, are to be shown on the plan as a large lot and not further identified.

Drainage Items

While drainage can be shown on the plans, drainage pipes are not to be shown on the PIP Plan.

The PIP plan must clearly show all relevant DCP and non-DCP items:

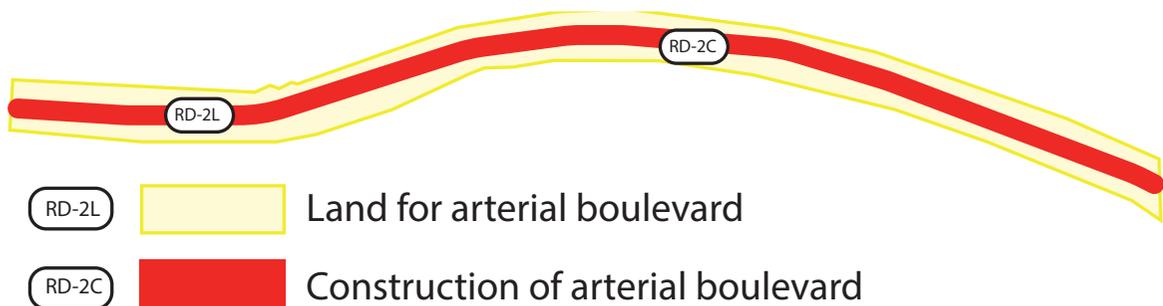
DCP Items

- All land and construction DCP items within the site must be shown (whether or not they are being provided by the developer as part of this proposal).
- Any relevant land and/or construction DCP items which are relevant to the site are to be shown (whether or not they are being provided by the developer).

Non-DCP Items

- Infrastructure items which are not funded by the DCP may be relevant (whether or not they are being provided by the developer). These items may or may not be within the subject site but must be clearly shown on the PIP.

See item 6 on example PIP, localised non-DCP/ICP item to be provided by developer.



Open Space

Both encumbered and unencumbered open space is required to be shown on the PIP plan. Encumbered and unencumbered land must be clear differentiated.

Intersection Extents

Intersection extents are required to be shown on the PIP plan. Land, construction and traffic management items may overlap but are required to be clearly distinguished.

Alternative colours/markings are to be used to differentiate land and construction items and, to differentiate the portions being provided as part of the development (as applicable).

See items RD-2L, N/A, RD-2C & IN-03 on example PIP and explanation right.

<i>Item</i>	<i>Notes</i>
Roads	Road-construction items often stop short of intersection extents (i.e., the road construction item does not include the carriageway within the intersection extent). Below, the road-construction item (dark orange line) starts from the eastern property boundary and ends at the eastern intersection extent. Where a development is constructing a road through a future intersection, but is not constructing that intersection, an 'interim' (developer funded item) may be required for the pavement within the intersection extent.
Intersections	The intersection-construction item includes: all 3 legs of the intersection, the construction of the carriageway (road) within the intersection extent and the traffic management item (ie signals).
Additional land	Additional land required for DCP intersections (i.e., splays as below) may not form part of a DCP land item. Therefore, this land is shown as a separate localised infrastructure item to be provided by the developer and which is not creditable against any development contributions.
Land Acquisition	More standard DCP land acquisition items (for roads) may extend within intersection extents. The DCP road-land item is clearly distinguished from road-construction item and intersection-construction item.

PIP Table

Table 1: Public Infrastructure Table Example

1. Item ID	2. Description of Item (as per the DCP)	3. DCP Item? (Yes/No)	Quantity of Item				7. Quantity over provided (+) and not creditable	8. Relevant Stages	9. % of DCP project to be delivered	10. Responsibility	11. Works in Kind (WIK)? (Yes/No)
			4. In Full	5. On Property	6. Proposed to be Delivered						
WL-06C	Construction of stormwater quality treatment wetland and provision of land	Yes	1	1	1	0	1	100.00%	Developer	Yes	
WL-06L	Provision of land (beyond 60m waterway corridor)	Yes	1.3	1.3	1.45	0.15	1	100.00%	Developer	Yes	
P-18	Parkland - General use (medium) Located adjacent waterway (on two sides), central to surrounding neighbourhoods.	No	5.55	2.775	3	0.225	6	50.00%	Developer	No	

1. Item Number

The item number shown in the table must be consistently shown on PIP plan, legend and table and should be consistent with the item number in the Development Plan (DP), DCP or PSP, or Native Vegetation Precinct Plan (NVPP).

Descriptions should be brief and:

- May include additional notes about inclusions/exclusions.
- May not detail extent (as this is shown on plan and further detailed in the detailed design).

Replace any reference to “purchase” of land with “provision” of land.

- For DCP items answer ‘Yes’.
- For non-DCP items being provided by the developer answer ‘No’.

Answer must be written in complete words. I.e., ‘Yes’ or ‘No’ not ‘Y’ or ‘N’.

2. Description

The item description should be taken directly from the DP, DCP, PSP or NVPP (or relevant permit condition) wherever possible.

3. Yes/No Answers

This column shows if the works are a DCP item or a non-DCP item.

4. Quantity in the DP, DCP, PSP or NVPP

Full quantity as defined in the DP, DCP, PSP or NVPP, this may be the number of instances, distance, volume or the area of the project. Leave blank if not applicable.

5. Quantity

The quantity, distance, area, or volume of the item applicable to the properties within this development, as defined in the DP, DCP, PSP, or NVPP. Leave blank if not applicable.

6. Quantity to be Delivered

Quantity (area, number, etc) proposed to be delivered by this project.

7. Over Provision

This indicates how much of the project has been over provided. A credit can only be provided when the amount is equal to or less than the amount specified in the DP, DCP or PSP Land Budget. No credit is payable on the amount provided above that required by the DP, DCP or PSP Land Budget.

Over provision occurs from time to time where current standards have changed from when the DP, DCP or PSP was finalised.

8. Stages

The stage that the item will be delivered in. If it is at the time of subdivision, the column should say 'subdivision'.

Specific milestones (tied to development stages) will be outlined in the accompanying Section 173 Agreement not listed in the PIP table.

9. Percentage of Delivery

The percentage to be shown represents how much of the DCP item the development will deliver in total as a percentage of the DCP item.

This should be calculated by summing up the percentages provided in the 'Works in Kind' calculation. See Note Box.

10. Responsibility for Construction (or acquisition)

To be shown as 'Developer' or 'Others'. Others includes Council.

If the developer may deliver the project but it also may be delivered by another developer then the column should say 'Developer, (unless delivered by others)'.

11. Works in Kind (of DCP Payments)

This column indicates if works are to be provided in lieu of cash payments by the developer as part of this development (i.e., works-in-kind). Column heading to include '**' (see PIP Notes).

If a developer is providing the item as part of another permit "Others" still to be used.

*Column heading to be followed by '**' (see PIP Notes).*

Please contact the Urban Growth Team at Latrobe City Council to obtain a copy of the PIP, Works-in-kind, Development Contribution and Open Space Contribution Calculation table workbook.

PIP Notes

The below notes to be included:

Notes on the Plan

Note: The permit applicant acknowledges to Council that the approval of the Permit PIP by Council is being done by Council in its capacity as the Responsible Authority and does not provide an indication or advice as to whether Council, acting in its capacity as a Collecting Agency under the relevant Development Contribution Plan, will approve a proposal to carry out any DCP projects as works in kind. The permit applicant acknowledges that a separate and formal request to carry out a DCP project as a works in kind project is required.

** Where the PIP is for land in the Lake Narracan PSP/ Traralgon North/ Baldwin road/ or Morwell North West area, the provision of land or extent of works to be credited (Value and/or %) to be determined as part of the related Section 173 Agreement.*

***Or as agreement in a related Section 173 Agreement registered on-title.*

*The Lake Narracan PSP/ **Traralgon North and Baldwin Road**/or Morwell North West and Latrobe Planning Scheme requires a **5.29/8/3.25%** contribution towards Public Open Space.*

Open Space equalisation in accordance with the Lake Narracan PSP to be addressed as part of a Section 173 Agreement Registered on title. – For Lake Narracan PSP only.

The corresponding asterisk relate the PIP table:

- *Relates to the 'works in kind (of DCP payments)' column of the PIP Table.
- **Relates to the 'Stage' column of the PIP Table.



**LATROBE CITY
COUNCIL**

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Morwell

Corporate Headquarters
141 Commercial Road, Morwell

Morwell Library
63-65 Elgin Street, Morwell

Moe

Moe Service Centre and Library
1-29 George Street, Moe

Traralgon

Traralgon Service Centre and Library
34-38 Kay Street, Traralgon

Churchill

Churchill Community Hub
9-11 Philip Parade, Churchill

To obtain this information in languages other than English, or in other formats, please contact Latrobe City Council on 1300 367 700.