

Minutes of the Council Assessment Panel of the City of Holdfast Bay held in the Kingston Room, Civic Centre, Jetty Road, Brighton, on Wednesday, 26 November 2025 at 7:00 pm.

MEMBERS PRESENT

Presiding Member – Y Svensson
S Reachill
T Pride
R Bateup
J Fleming

R Snewin (Deputy Member in attendance)

STAFF IN ATTENDANCE

Assessment Manager – B Victory
Manager Development Services – A Marroncelli
General Manager Strategy & Corporate – A Filipi
Development Officer Planning - D Spasic
Development Officer Planning - D Egglestone
Development Administration Lead - A Elliott

1. Opening

The Presiding Member, Y Svensson declared the meeting open at 7.02pm.

2. Kurna Acknowledgement

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. Apologies

Apologies received - Nil

Absent - Nil

4. Declaration Of Interest

If a Panel Member has an interest (within the terms of the Local Government Act 1999 and Planning, Development and Infrastructure Act 2016) in a matter before the Panel they are asked to disclose the interest to the Panel and provide full and accurate details of the relevant interest. Panel Members are reminded to declare their interest before each item.

5. **Confirmation Of Minutes**

Motion

That the minutes of the Council Assessment Panel held on 17 September 2025 be taken as read and confirmed.

Moved J Fleming, Seconded T Pride

Carried

6. **Applications Assessed under the Planning and Design Code**

6.1 **Jed and Annabelle Redden, 9 Portland Street, Seacliff (Report No 385/25)**

DEVELOPMENT NO.:	25026457
APPLICANT:	Jed and Annabelle Redden
ADDRESS:	9 PORTLAND STREET, SEACLIFF SA 5049
NATURE OF DEVELOPMENT:	Alterations and 2 level addition to existing 1 level detached dwelling
ZONING INFORMATION:	Zones: • Established Neighbourhood Overlays: • Airport Building Heights (Regulated) • Affordable Housing • Character Area • Prescribed Wells Area • Regulated and Significant Tree • Stormwater Management • Urban Tree Canopy Technical Numeric Variations (TNVs): • Minimum Frontage (Minimum frontage for a detached dwelling is 12m; semi-detached dwelling is 12m; row dwelling is 12m; group dwelling is 12m; residential flat building is 12m) • Minimum Site Area (Minimum site area for a detached dwelling is 450 sqm; semi-detached dwelling is 400 sqm; row dwelling is 350 sqm; group dwelling is 350 sqm; residential flat building is 350 sqm) • Maximum Building Height (Levels) (Maximum building height is 1 level)
LODGEMENT DATE:	29 Aug 2025
RELEVANT AUTHORITY:	Council Assessment Panel City of Holdfast Bay
PLANNING & DESIGN CODE VERSION:	P&D Code (in effect) Version 2025.16 28/08/2025
CATEGORY OF DEVELOPMENT:	Code Assessed - Performance Assessed
NOTIFICATION:	Yes

RECOMMENDING OFFICER:	Dean Spasic Development Officer - Planning
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Speakers: Nil

Motion

261125/00043

That the proposed development is not considered seriously at variance with the relevant Desired Outcomes and Performance Outcomes of the Planning and Design Code pursuant to section 107(2)(c) of the *Planning, Development and Infrastructure Act 2016*.

Moved J Fleming, Seconded S Reachill

Carried

Motion

261125/00044

That Development Application Number 25026457 is granted Planning Consent, subject to the following conditions:

RESERVED MATTER:

1. Provide a colour scheme for the development that corresponds to the building materials in line with the Seacliff Character Area Statement (HoB -C1). The colour schemes shall highlight the different architectural features and complement the existing dwelling and fencing.

CONDITIONS

Planning Consent

1. The development granted approval shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.
2. That landscaping as detailed in the approved plans shall be planted prior to occupation and shall be maintained in good health and condition at all times. Any such vegetation shall be replaced if and when it dies or becomes seriously diseased.
3. The balcony shall be screened up to a minimum height of 1.7 metres above the balcony floor level in accordance with the approved plans, so as to minimise direct overlooking into neighbouring properties.

ADVISORY NOTES

Planning Consent

Advisory Note 1

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located

in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).

Advisory Note 2

The owner/applicant is advised that infrastructure located within Council road reserve (i.e. area between the kerb and allotment boundary) should be designed and constructed (including modified) in accordance with relevant / current Council standards. This includes, but is not limited to, driveway crossovers, alterations to kerbing and footpaths, stormwater easement connections and domestic stormwater connection to the street watertable.

Advisory Note 3

If you are a developer or owner-builder, there are important Commonwealth telecommunications rules you need to comply with. For more information visit www.infrastructure.gov.au/tind

Advisory Note 4

The owner/applicant is advised that consent from any relevant easement or encumbrance owner may be required prior to any construction. Easements may include, but are not limited to: drainage, Council easements (i.e. stormwater, encroachments, access etc), power transmission (SA Power Networks), telecommunications, or other forms of access (such as vehicle) rights of way. Easements and encumbrances would be registered on the relevant Certificate of Title. The location of easements on the land would be shown on the Deposited Plan. A copy of the Certificate of Title and Deposited Plan can be obtained from the South Australian Integrated Land Information System (SAILIS) at: <https://sailis.lssa.com.au/home/auth/login>

Advisory Note 5

If excavating, it is recommended you contact Before You Dig Australia (BYDA) (www.byda.com.au) to keep people safe and help protect underground infrastructure.

Moved Y Svensson, Seconded R Bateup

Carried

6.2 Caroline Knipe, 43 Broadway Glenelg South (Report No 386/25)

DEVELOPMENT NO.:	25026666
APPLICANT:	Caroline Knipe
ADDRESS:	43 BROADWAY, GLENELG SOUTH SA 5045
NATURE OF DEVELOPMENT:	Change in use of land from shop to indoor recreation facility
ZONING INFORMATION:	Zones: • Local Activity Centre Overlays: • Airport Building Heights (Regulated) • Building Near Airfields • Hazards (Flooding - General) • Prescribed Wells Area • Regulated and Significant Tree

	Technical Numeric Variations (TNVs): • Maximum Building Height (Levels) (Maximum building height is 1 level)
LODGEMENT DATE:	29 Aug 2025
RELEVANT AUTHORITY:	Council Assessment Panel City of Holdfast Bay
PLANNING & DESIGN CODE VERSION:	P&D Code (in effect) Version 2025.16 28/08/2025
CATEGORY OF DEVELOPMENT:	Code Assessed - Performance Assessed
NOTIFICATION:	Yes
RECOMMENDING OFFICER:	Dean Spasic Development Officer - Planning

Motion

261125/00045

That the proposed development is not considered seriously at variance with the relevant Desired Outcomes and Performance Outcomes of the Planning and Design Code pursuant to section 107(2)(c) of the *Planning, Development and Infrastructure Act 2016*.

Moved J Fleming, Seconded T Pride

Carried

Motion

261125/00046

Development Application Number 25026666, by Caroline Knipe is granted Planning Consent subject to the following conditions:

RESERVED MATTER

1. Details of appropriate acoustic panelling shall be provided as part of the Building Consent documentation, to demonstrate that appropriate noise standards can be met in accordance with Condition 3.

CONDITIONS

Planning Consent

1. The development granted approval shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.
2. The development herein approved shall operate between the hours of 5am to 9pm Mondays to Fridays, 7am to 5pm Saturdays, and 8am to 7.30pm Sundays.
3. Noise from internal uses including music and microphone use shall be controlled to meet the current *Environment Protection (Commercial and Industrial Noise) Policy 2023*. This includes meeting the 'night' noise levels for operating prior to 7am.
4. External doors shall be closed at all times during class periods when music is played or a microphone is used.

ADVISORY NOTES

Planning Consent

Advisory Note 1

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).

Moved Y Svensson, Seconded J Fleming

Carried

B Victory, Assessment Manager declared a conflict of interest due to his employer, URPS, being engaged by the Applicant, and departed the meeting at 7.44pm.

A Marroncelli, Manager Development Services replaced B Victory at 7.44pm

6.3 Scott Bell, 54 Buttrose Street, Glenelg East (Report No 387/25)

DEVELOPMENT NO.:	25029569
APPLICANT:	Scott Bell
ADDRESS:	54 BUTTROSE STREET, GLENELG EAST SA 5045
NATURE OF DEVELOPMENT:	Two level detached dwelling, outbuilding and swimming pool
ZONING INFORMATION:	Zones: • Established Neighbourhood Overlays: • Airport Building Heights (Regulated) • Affordable Housing • Building Near Airfields • Character Area • Hazards (Flooding - General) • Prescribed Wells Area • Regulated and Significant Tree • Stormwater Management • Urban Tree Canopy Technical Numeric Variations (TNVs): • Minimum Frontage (Minimum frontage for a detached dwelling is 14m; semi-detached dwelling is 14m) • Minimum Site Area (Minimum site area for a detached dwelling is 600 sqm; semi-detached dwelling is 600 sqm) • Maximum Building Height (Levels) (Maximum building height is 1 level)
LODGEMENT DATE:	22 Sept 2025

RELEVANT AUTHORITY:	Council Assessment Panel
PLANNING & DESIGN CODE VERSION:	P&D Code (in effect) Version 2025.17 11/09/2025
CATEGORY OF DEVELOPMENT:	Code Assessed - Performance Assessed
NOTIFICATION:	Yes
RECOMMENDING OFFICER:	Dean Spasic Development Officer - Planning

Motion

261125/00048

That the proposed development is not considered seriously at variance with the relevant Desired Outcomes and Performance Outcomes of the Planning and Design Code pursuant to section 107(2)(c) of the *Planning, Development and Infrastructure Act 2016*.

Moved J Fleming, Seconded S Reachill

Carried

Motion

261125/00049

That Development Application Number 25029569, by Scott Bell is granted Planning Consent subject to the following conditions:

CONDITIONS

Planning Consent

1. The development granted approval shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below (if any).
2. That landscaping as detailed in the approved plans shall be planted prior to occupation and shall be maintained in good health and condition at all times. Any such vegetation shall be replaced if and when it dies or becomes seriously diseased.
3. Tree(s) must be planted and/or retained in accordance with DTS/DPF 1.1 of the Urban Tree Canopy Overlay in the Planning and Design Code (as at the date of lodgement of the application). New trees must be planted within 12 months of occupation of the dwelling(s) and maintained.
4. That all upstairs windows, other than facing the street, shall have minimum window sill heights of 1.5 metres above finished floor level, or any glass below 1.5 metres shall be obscure and fixed shut and be installed prior to occupation of the dwelling.
5. Rainwater tank(s) must be installed in accordance with DTS/DPF 1.1 of the Stormwater Management Overlay in the Planning and Design Code (as at the date of lodgement of the application) within 12 months of occupation of the dwelling(s).

6. The stormwater disposal system shall cater for a 5 year rainfall event with discharge to the street not to exceed 10 litres per second. Any excess above this flow is to be detained on site. All stormwater collected on the site must only be discharged to the street and not on to any adjacent properties.
7. The pool filter pump must be enclosed in such a way that noise levels do not exceed 52 d(a) between 7am and 10pm on the same day, and 45db(a) between 10pm and 7am the next day measured at adjoining property boundaries.

ADVISORY NOTES

Planning Consent

Advisory Note 1

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent.

Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).

Advisory Note 2

The owner/applicant is advised that infrastructure located within Council road reserve (i.e. area between the kerb and allotment boundary) should be designed and constructed (including modified) in accordance with relevant current Council standards. This includes, but is not limited to, driveway crossovers, alterations to kerbing and footpaths, stormwater easement connections and domestic stormwater connection to the street watertable.

Advisory Note 3

If you are a developer or owner-builder, there are important Commonwealth telecommunications rules you need to comply with. For more information visit www.infrastructure.gov.au/tind

Advisory Note 4

The owner/applicant is advised that consent from any relevant easement or encumbrance owner may be required prior to any construction.

Easements may include, but are not limited to: drainage, Council easements (i.e. stormwater, encroachments, access etc), power transmission (SA Power Networks), telecommunications, or other forms of access (such as vehicle) rights of way.

Easements and encumbrances would be registered on the relevant Certificate of Title. The location of easements on the land would be shown on the Deposited Plan. A copy of the Certificate of Title and Deposited Plan can be obtained from the South Australian Integrated Land Information System (SAILIS) at: <https://sailis.lssa.com.au/home/auth/login>

Advisory Note 5

If excavating, it is recommended you contact Before You Dig Australia (BYDA) (www.byda.com.au) to keep people safe and help protect underground infrastructure.

Moved Y Svensson, Seconded R Bateup

Carried

A Marroncelli vacated his role as Assessment Manager 7.59pm.

B Victory, Assessment Manager returned to the meeting and resumed the role of Assessment Manager at 7.59

6.4 Hannah Baison, Unit 1,53 Broadway, Glenelg South (Report No 388/25)

DEVELOPMENT NO.:	25027516
APPLICANT:	Hannah Baison
ADDRESS:	UNIT 1 53 BROADWAY, GLENELG SOUTH SA 5045
NATURE OF DEVELOPMENT:	Alterations and additions to existing office building including ground and upper level additions
ZONING INFORMATION:	Zones: • Local Activity Centre Overlays: • Airport Building Heights (Regulated) • Building Near Airfields • Hazards (Flooding - General) • Prescribed Wells Area • Regulated and Significant Tree Technical Numeric Variations (TNVs): • Maximum Building Height (Levels) (Maximum building height is 1 level)
LODGEMENT DATE:	5 Sept 2025
RELEVANT AUTHORITY:	Council Assessment Panel
PLANNING & DESIGN CODE VERSION:	P&D Code (in effect) Version 2025.16 28/08/2025
CATEGORY OF DEVELOPMENT:	Code Assessed - Performance Assessed
NOTIFICATION:	Yes
RECOMMENDING OFFICER:	Dean Spasic Development Officer - Planning

Motion

261125/00050

That the proposed development is not considered seriously at variance with the relevant Desired Outcomes and Performance Outcomes of the Planning and Design Code pursuant to section 107(2)(c) of the *Planning, Development and Infrastructure Act 2016*.

Moved J Fleming, Seconded R Bateup

Carried

Motion

261125/00051

1. Development Application Number 25027516, by Hannah Baison is granted Planning Consent subject to the following conditions:

CONDITIONS

Planning Consent

1. The development granted approval shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below (if any).
2. The double garage sited at the rear shall be available for the parking of two vehicles at all times.

ADVISORY NOTES

Planning Consent

Advisory Note 1

The applicant has a right of appeal against the conditions which have been imposed on this Planning Consent. Such an appeal must be lodged at the Environment, Resources and Development Court within two months from the day of receiving this notice or such longer time as the Court may allow. The applicant is asked to contact the Court if wishing to appeal. The Court is located in the Sir Samuel Way Building, Victoria Square, Adelaide, (telephone number 8204 0289).

Advisory Note 2

The owner/applicant is advised that infrastructure located within Council road reserve (i.e. area between the kerb and allotment boundary) should be designed and constructed (including modified) in accordance with relevant / current Council standards. This includes, but is not limited to, driveway crossovers, alterations to kerbing and footpaths, stormwater easement connections and domestic stormwater connection to the street watertable.

Advisory Note 3

If you are a developer or owner-builder, there are important Commonwealth telecommunications rules you need to comply with. For more information visit www.infrastructure.gov.au/tind

Advisory Note 4

The owner/applicant is advised that consent from any relevant easement or encumbrance owner may be required prior to any construction.

Easements may include, but are not limited to: drainage, Council easements (i.e. stormwater, encroachments, access etc), power transmission (SA Power Networks), telecommunications, or other forms of access (such as vehicle) rights of way.

Easements and encumbrances would be registered on the relevant Certificate of Title. The location of easements on the land would be shown on the Deposited

Plan. A copy of the Certificate of Title and Deposited Plan can be obtained from the South Australian Integrated Land Information System (SAILIS) at:
<https://sailis.lssa.com.au/home/auth/login>

Advisory Note 5

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Moved Y Svensson, Seconded J Fleming

Carried

7. APPEAL ITEM

7.1 Anthony Caruso, 8 Goldsworthy Cr, Glenelg North (Report No 389/25)

DEVELOPMENT NO.:	25004623
APPLICANT:	Anthony Caruso
ADDRESS:	8 GOLDSWORTHY CR, GLENELG NORTH SA 5045
NATURE OF DEVELOPMENT:	Variation of DA 22003871 – Increase Boundary Wall Height of Alfresco and Garage 2 from 3m to 3.6m from the Top of Footing – amended plan for Garage 2/workshop wall height to be 3.3m
ZONING INFORMATION:	Zones: • General Neighbourhood Overlays: • Aircraft Noise Exposure • Airport Building Heights (Regulated) • Affordable Housing • Building Near Airfields • Hazards (Flooding - General) • Prescribed Wells Area • Regulated and Significant Tree • Stormwater Management • Urban Tree Canopy
LODGEMENT DATE:	20 Feb 2025
RELEVANT AUTHORITY:	Assessment panel at City of Holdfast Bay
PLANNING & DESIGN CODE VERSION:	P&D Code (in effect) Version 2025.3 13/2/2025
CATEGORY OF DEVELOPMENT:	Code Assessed - Performance Assessed
NOTIFICATION:	Yes
RECOMMENDING OFFICER:	Dean Spasic Development Officer - Planning

Motion

261125/00052

That the Council Assessment Panel advise the Environment, Resources and Development Court in the matter of Case Number ERD 25-000082 Anthony Caruso v Assessment Panel at the City of Holdfast Bay, that it supports the

amended plans provided for Application ID 25004623 (Issue U dated 18.09.2025 with the covering letter from Heynen Planning Consultants dated 23 September 2025), subject to the conditions below:

1. The development granted approval shall be undertaken and completed in accordance with the stamped plans and documentation, except where varied by conditions below.
2. All previous stamped plans and documentation, including conditions of approval for Development Application ID No. 22003871, are still applicable except where varied by this approval.

Moved R Bateup, Seconded T Pride

Carried

8. URGENT BUSINESS – Subject to the Leave of the Meeting

8.1 Council Assessment Panel Member J Fleming

Yvonne Svensson thanked Jane Fleming for her contribution to the City of Holdfast Bay Council Assessment Panel (CAP), noting that Jane's association with the Holdfast Bay CAP commenced way back in November 2019 when she attended meetings as an understudy to her mentor, the wonderful and late Councillor Mikki Bouchee. Jane went on to become Council's substantive Elected Member representative on the CAP in August 2021. Jane has been a continuing member on the CAP ever since and has served the Holdfast Bay community with distinction, representing the views of residents who have gradually been sidelined from planning decisions. Jane's passion for Holdfast Bay's heritage, its natural environment and quality of living, has ensured that decisions made during her time on the CAP have protected the city's rich urban character and social amenity. Yvonne concluded by acknowledging that Jane's contribution has been sincerely appreciated, which was met with the unanimous applause of staff and CAP Members in attendance.

9. DATE AND TIME OF NEXT MEETING

The next meeting of the Council Assessment Panel will be held on Wednesday, 28 January 2026 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

10. CLOSURE

The meeting closed at 8.24 pm.

PRESIDING MEMBER