



# Leigh Design

waste management plans for all urban developments

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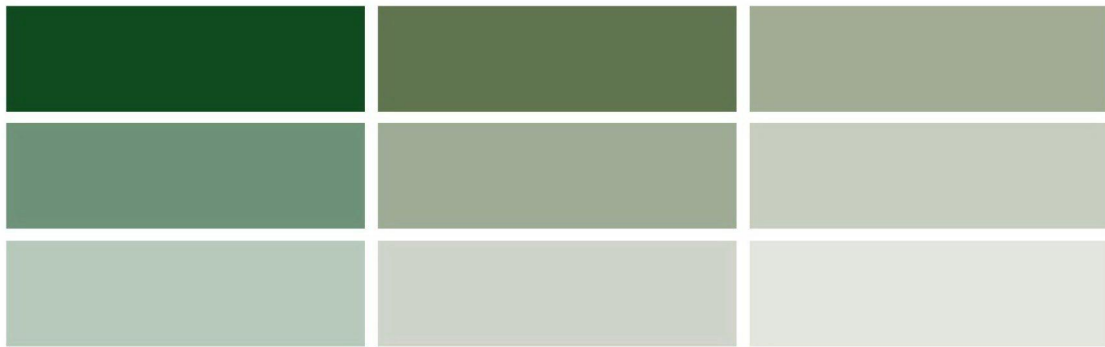
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# Waste Management Plan



**Proposed Development:**

**718-724 High St Road, Glen Waverley, Victoria**

**Prepared for:**

**Unique Development Group**

Document Control

Report Date: 04 March 2022 (supersedes all prior reports)

Prepared By: Andrew McIntosh, Associate

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## TABLE OF CONTENTS

<b>SECTION</b>	<b>PAGE No.</b>
Waste Management Summary.....	2
Glossary.....	2
1 Space and System for Waste Management.....	3
2 Access for Users, Collectors and Collection Vehicles.....	7
3 Amenity, Local Environment and Facility Design.....	8
4 Management and Sustainability.....	10
5 Supplementary Information.....	12
6 Contact Information.....	13
7 Limitations.....	13
Encls: Level 2 Plan, Lower Basement Plan and swept paths	

### WASTE MANAGEMENT SUMMARY

- The Operator, as defined below, shall be responsible for managing the waste system, and for developing and implementing adequate safe operating procedures.
- Waste shall be stored within the development (hidden from external view).
- Users shall deposit sorted waste into the chutes, and/or into shared collection bins.
- Waste shall be collected onsite, on the Lower Basement carpark driveway. The collection contractor shall transfer bins between the waste area and the truck.
- A private contractor shall provide waste collection services.

### GLOSSARY

**Operator:** refers to the Owners Corporation/Building Management, who shall manage site operations (via cleaners, staff and contractors, if required).

**User:** refers to residents and building staff, who shall utilise the waste system.

## **1 SPACE AND SYSTEM FOR WASTE MANAGEMENT**

### **1.1 Development Description and Use**

This 5-storey development shall consist of residential apartments. The number of residences are stated in Table 1 (below). The existing land use is residential houses. The street frontage is on High Street Road.

Proposed onsite access for waste vehicles is from High Street Road.

In general, this report complies with Council's 2020 guidelines for preparing a Waste Management Plan (refer to the City of Monash WMP purpose) as part of planning permit application TPA 52977 and the following points:

- *Demonstrate the development of an effective waste management system that is compatible with the design of the commercial or multi-unit development (MUD) and the adjacent built environment. An effective waste management system is hygienic, clean and tidy, minimises waste going to landfill, and maximise recycling.*
- *Provide a waste management system that is supported by scaled drawings to ensure the final design and construction is compliant with the WMP, and is verifiable.*
- *Form a document that achieves effective communication of the waste management system so that all stakeholders can be properly informed of its design, and the roles and responsibilities involved in its implementation.*
- *Stakeholders are defined (but not limited to): owners, occupiers, body corporate, property managers/real estate agents, Council, neighbours and collection contractors.*
- *Ensure residents of MUDs are not disadvantaged in their access to recycling and other responsible waste management options.*
- *Avoid existing legacy issues that plague many MUDs due to poor design and insufficient consideration for waste management.*

## 1.2 Estimated Garbage and Recycling Generation

The following table summarises the waste estimate (m<sup>3</sup>/week):

Table 1: Waste Estimate

Waste Source	Base Qty (est.)	Garbage	Recycling	Food Organics
Apartments (1 bed)	No. of units = 5	0.40	0.40	0.04
Apartments (2 bed)	No. of units = 47	4.70	5.64	0.47
Apartments (3 bed)	No. of units = 15	1.80	1.80	0.18
Apartments (4 bed)	No. of units = 2	0.24	0.24	0.02
<b>TOTAL (m<sup>3</sup>/wk)</b>		<b>7.14</b>	<b>8.08</b>	<b>0.71</b>

Note: Waste generation rates are based on Council guidelines (100L/120L respectively for 2-bed units and 120L/120L respectively for 3 and 4-bed units). Recoverable food organics are estimated at 10% of the garbage stream – the garbage stream has been according reduced to 90%. For recycling, it is understood that private contractors shall continue collecting this stream in a commingled format for the time being (in future, they shall consider separating glass into a dedicated bins which is anticipated to represent 20-30% of the recycling stream).

## 1.3 Collection Services

The municipal wheelie bin service would be unsuitable as Council's wheelie bins are deemed impractical for chute applications with numerous apartments. Therefore, a private contractor shall be engaged to collect waste onsite (utilising bulk bins).

The Operator shall choose a waste collection provider, negotiate a service agreement and pay for these services.

## 1.4 Location, Equipment and System Used for Managing Waste

The waste management system is summarised as follows:

- Apartment receptacles for garbage, recycling and organics (2x15L under-bench kitchen units for garbage and recycling, and a 7L benchtop organic caddy).
- One Garbage Chute and one Recycling Chute, each with residential level intakes and Bin Store discharge.
- Organics Room located at Level 2 (adjacent to the chutes with space for 1 x 240-ltr bin).
- Bin Store located at Lower Basement Level.
- Collection bins (kept within the Bin Store/Organics Room - refer to Table 2).

The various collection waste-streams are summarised as follows:

Garbage: General waste shall be placed in tied plastic bags and stored within bins.

Recycling: All recyclables shall be commingled into a single type of collection bin (for paper, cardboard, glass, aluminium, steel and plastics). However, if glass separation is required in future, dedicated glass bins shall be provided.

**Green Waste:** Garden organics from communal areas shall be collected and disposed by the landscape maintenance contractor (if required, the Operator shall provide a shared bin for green waste from private areas).

**Food Waste:** Users shall place organic waste into Organics bins.

**Hard Waste and Charity Bin:** An area shall be designated for hard waste. The Operator shall arrange hard waste collections (privately). Also, the Operator shall organise a charity bin (supplied by a charitable organisation). Charities may also collect unwanted items that are in good condition.

**Initial Occupation Waste:** An area shall be designated for initial occupation waste. The Operator shall arrange waste collections (privately), with waste to be stored onsite at all times.

**Other Waste Streams:** The disposal of hard/electronic/liquid and other wastes (polystyrene, batteries, paint, chemicals and detox items, etc) shall be organised with the assistance of the Operator.

The following table summarises bin quantity/capacity, collection frequency and area requirements (based on Table 1):

**Table 2: Bin Schedule and Collection Frequency**

Waste Source	Waste Stream	Bin Qty	Bin Litres	Collections per Week	Net Area m <sup>2</sup>
Whole Development (shared private bins)	Garbage	3	1,100	2	4.8
	Recycling	4	1,100	2	6.4
	Food Organics	2	240	2	1.0
	Charity Bin	1	240	At Call	0.5
	Hard/E-Waste	-	-	Monthly	2.0
<b>Net Waste Storage Area (excludes circulation), m<sup>2</sup>:</b>					<b>14.7</b>

Notes:

- Private bins shall be sourced by the Operator (either purchased from a supplier or leased from the collection contractor).
- Subject to stakeholders' preference/capability (and as built constraints), bin sizes and quantities can be changed. Also, recyclables can be either commingled or split into bins for separate recycling streams.

### 1.5 Planning Drawings, Waste Areas and Management of the Waste System

The attached plans illustrate sufficient space for onsite bin storage, as required by the above schedule.

Notwithstanding the above, collection days shall be staged appropriately and the Operator shall stipulate procedures for effective management of the available space.

## 1.6 Collection Bin Information

The following bins shall be utilised (see Sect. 4.4 for signage requirements):

Table 3: Bin Details

Capacity (litres)	Height (mm)	Width (across front, mm)	Depth (side on, mm)	Empty Weight (kg)	Average* Gross Weight (kg)
240	1060	585	730	13	45
1100	1330	1240	1070	65	210

Notes:

- \* = Average Gross Weight is based on domestic waste studies (which vary subject to locality and waste-type). Expect greater weight for wet or compacted waste.
- Use the above details as a guide only – variations will occur. The above is based on Sulo plastic (HDPE) flat-lid bins.
- Also, bins that receive waste under the chutes shall be reinforced to withstand loads from waste falling at high speed.

Table 4: Monash Colour Coding

Bin	Garbage	Commingled Recycling	Green Waste
Lid	Red	Yellow	Green
Body	Dark Grey	Dark Grey	Dark Grey

Note: For private bins, AS4123.7 bin colours can be adopted. Private bins shall be labelled to identify the waste generator and site address. For glass, Victorian publications illustrate bins with purple lids. For Food Waste / Organics bins, AS 4123.7 bins have a Burgundy lid and a Dark Green or Black body.

## **2 ACCESS FOR USERS, COLLECTORS AND COLLECTION VEHICLES**

### **2.1 User Access to Waste Facilities**

Residents shall dispose sorted garbage and recyclables via dedicated chutes (available at each apartment level), in accordance with instructions from the chute supplier. For wastes unsuitable for chute disposal (organics, bulky waste, future-glass, etc), residents shall transfer sorted waste directly to the Bin Store/Organics Room (access via lift/stairs if required).

Note: The Operator shall have access to the Bin Store to rotate the bins, ensuring that empty bins are available along the circulation area so that users are able to reach the bins. Also, the Operator shall monitor the filling of the bins under the chutes and change these when full. The Operator shall also transfer full organics bins from the Organics Room to the Bin Store for collection (leaving a small receptacle within the Organics Room for the interim disposal of organic waste until bins are returned).

### **2.2 Collection Arrangements and Access to Waste Facilities**

- A private contractor shall collect waste onsite, on the development's Lower Basement Level carpark driveway.
- Collection staff shall have access to the Bin Store, and transfer bins to the truck and back to the store.
- The waste collection shall be carried-out by rear-lift vehicles (nom. 6.4m long, 2.1m high and 6.4 tonnes gross vehicle mass, needing a 2.5m high clearance when lifting 1100L bins).

Notes:

- For improved safety, waste collections and bin transfers shall be carried-out during off-peak traffic periods.
- Truck access shall be confirmed by others (including swept paths showing that the collection vehicle is able to enter/exit the development whilst driving in a forward direction).

### **3 AMENITY, LOCAL ENVIRONMENT AND FACILITY DESIGN**

#### **3.1 Noise Minimisation Initiatives**

- Collection bins shall feature rubber wheels for quiet rolling during transfers.
- Chutes and waste areas shall meet BCA and AS2107 acoustic requirements.
- Local laws shall be observed for all operations in public and private areas.
- For private collections, Council's Community Local Law No. 3 requires wastes collections between the following hours: 7am to 8pm Monday to Saturday, and 9am to 8pm Sundays. Also, the waste collector shall protect the acoustic amenity by minimising noise during the collection.

#### **3.2 Litter Reduction and Prevention of Stormwater Pollution**

The Operator shall be responsible for:

- Promoting adequate waste disposal into the bins (to avoid waste-dumping).
- Securing the waste areas (whilst affording access to users/staff/contractors).
- Preventing overfilled bins, keeping lids closed and bungs leak-free.
- Abating any site litter, and taking action to prevent dumping and/or unauthorised use of waste areas.
- Requiring the collection contractor to clean-up any spillage that might occur when clearing bins.

The above will minimise the dispersion of site litter and prevent stormwater pollution (thus avoiding impact to the local amenity and environment).

#### **3.3 Ventilation, Washing and Vermin-Prevention Arrangements**

Waste areas shall feature:

- Ventilation in accordance with Australian Standard AS1668. For chute ventilation, a fan with riser to a rooftop exhaust shall be utilised.
- Tight-fitting doors (all other openings shall have vermin-proof mesh or similar).
- Impervious flooring (also, smooth, slip-resistant and appropriately drained). Also, impervious walls shall be providing near the each chute discharge.
- A graded bin wash area, hosecock, hose and a suitable floor-waste connected in accordance with relevant authority requirements (alternatively, the Operator shall engage a suitable contractor to wash bins in a mobile bin-wash vehicle). The bin and wash areas may overlap, as stored bins can be moved so that a bin can be washed.
- A water-flushing nozzle with accessible water cock shall be provided at the head of each chute. Include a floor waste and hosecock near each chute outlet.

The Operator shall regularly clean waste areas/equipment. Also, access doors and bin-lids shall be kept closed.



### **3.4 Design and Aesthetics of Waste Storage Areas and Equipment**

Waste shall be placed within collection bins and stored in designated onsite areas (hidden from external view). Following waste collection activities, bins shall be returned to the storage areas as soon as practicable.

Waste facilities shall be constructed of durable materials and finishes, and maintained to ensure that the aesthetics of the development are not compromised. These facilities and associated passages shall be suitably illuminated (this provides comfort, safety and security, to users, staff and contractors). Access doors shall feature keyless opening from within.

The design and construction, of waste facilities and equipment, shall conform to the Building Code of Australia, Australian Standards and local laws.

Chutes, associated shafts and discharge areas, shall be sized and designed as recommended by a reputable chute manufacturer (chutes and associated equipment are proprietary items). The chute supplier shall fix safe-operating instructions to each intake-door, and place a warning sign on each chute outlet.

For improved safety, each chute outlet shall be shrouded with a suitable rubber skirt and designed to minimise the effect of falling waste into the associated bin (and to stop dispersion of debris). Also, access to each chute outlet shall be restricted to trained personnel only (this area shall be suitably fenced and kept locked). The Operator shall train staff and waste collectors concerning hazards associated with the chute discharge area.

## **4 MANAGEMENT AND SUSTAINABILITY**

### **4.1 Waste Sorting, Transfer and Collection Responsibilities**

Garbage shall be placed within tied plastic bags prior to transferring into the collection bins or chute. Cardboard shall be flattened, and recycling containers un-capped, drained and rinsed prior to disposal into the appropriate bin/chute. Bagged recycling is not permitted.

Refer to Section 2 for waste transfer requirements and collection arrangements.

### **4.2 Facility Management Provisions to Maintain & Improve the Waste System**

The Operator shall manage site operations (refer to the glossary in page 2).

It shall be the responsibility of the Operator, to maintain all waste areas and components, to the satisfaction of users, staff and the relevant authority (users shall maintain their internal waste receptacles).

The Operator shall ensure that maintenance and upgrades are carried-out, on the facility and components of the waste system. When required, the Operator shall engage an appropriate contractor to conduct services, replacements or upgrades.

### **4.3 Arrangements for Protecting Waste Equipment from Theft and Vandalism**

It shall be the responsibility of the Operator to protect the equipment from theft and vandalism. This shall include the following initiatives:

- Secure the waste areas.
- Label the bins according to property address.
- Waste bins shall be collected within the subject land (bins shall not be placed on the street).

### **4.4 Arrangements for Bins/Equipment Labelling, and Ensuring Users and Staff are Aware of How to Use the Waste System Correctly**

- The Operator shall provide appropriate signage for the bins. Signage is available at the following internet address: [www.sustainability.vic.gov.au](http://www.sustainability.vic.gov.au).
- The Operator shall publish/distribute “house rules” and educational material to:
  - Inform users/staff about the waste management system and the use/location of the associated equipment (provide the summary in page 2 of this report).
  - Improve facility management results (lessen equipment damage and chute blockages, reduce littering and achieve cleanliness).
  - Advise users/staff to sort and recycle waste with care to reduce contamination of recyclables.

#### 4.5 Communications Strategy

A Waste Management Communications Strategy shall be developed prior to building occupation.

The Operator shall provide written information to users at the time of purchase or change of occupancy, about the requirements of the correct use of the waste management system.

The Operator shall inspect the waste management system each week (or more regularly – daily – if required), and respond to/rectify any complaints.

#### 4.6 Sustainability and Waste Avoidance/Reuse/Reduction Initiatives

The *Environment Protection Act 1970* includes principles of environment protection and guidance for waste management decision making. Also, the *Sustainability Victoria Act 2005* established Sustainability Victoria as the statutory authority for delivering programs on integrated waste management and resource efficiency.

From a design perspective, the development shall support the acts by providing an adequate waste system with ability to sort waste.

The Operator shall promote the observance of the acts (where relevant and practicable), and encourage users and staff to participate in minimising the impact of waste on the environment. For improved sustainability, the Operator shall consider the following:

- Observe the waste hierarchy in the *Environment Protection Act 1970* (in order of preference): a) waste avoidance, b) reuse, c) recycle, d) recovery of energy, e) treatment, f) containment and g) disposal.
- Peruse the Sustainability Victoria website: [www.sustainability.vic.gov.au](http://www.sustainability.vic.gov.au).
- Participate in Council and in-house programs for waste minimisation.
- Establish waste reduction and recycling targets; including periodic waste audits, keeping records and monitoring of the quantity of recyclables found in landfill-bound bins (sharing results with users/staff).

#### 4.7 Waste Management Plan Revisions

For any future appropriate Council request, changes in legal requirements, changes in the development's needs and/or waste patterns (waste composition, volume or distribution), or to address unforeseen operational issues, the Operator shall be responsible for coordinating the necessary Waste Management Plan revisions, including (if required):

- A waste audit and new waste strategy.
- Revision of the waste system (bin size/quantity/streams/collection frequency).
- Re-education of users/staff.
- Revision of the services provided by the waste collector(s).
- Any necessary statutory approval(s).

## 5 SUPPLEMENTARY INFORMATION

- The Operator shall observe local laws and ensure that bins aren't overfilled or overloaded.
- Waste incineration devices are not permitted, and offsite waste treatment and disposal shall be carried-out in accordance with regulatory requirements.
- For bin traffic areas, either level surfaces (smooth and without steps) or gentle ramps are recommended, including a roll-over kerb or ramp. Should ramp gradients, bin weight and/or distance affect the ease/safety of bin transfers, the Operator shall consider the use of a suitable tug.
- The Operator and waste collector, shall observe all relevant OH&S legislation, regulations and guidelines. The relevant entity shall define their tasks and:
  - Comply with Worksafe Victoria's Occupational Health and Safety Guidelines for the Collection, Transport and Unloading of Non-hazardous Waste and Recyclable Materials (June 2003).
  - Assess the Manual Handling Risk, and prepare a Manual Handling Control Plan for waste and bin transfers (as per regulatory requirements and Victorian COP for Manual Handling).
  - Obtain and provide to staff/contractors: equipment manuals, training, health and safety procedures, risk assessments and adequate personal protective equipment (PPE) to control/minimise risks/hazards associated with all waste management activities. As a starting point, these documents and procedures shall address the following:

<b>Task (to be confirmed)</b>	<b>Hazard (TBC)</b>	<b>Control Measures (TBC)</b>
Sorting waste and cleaning the waste system	Bodily puncture. Biological & electrical hazards	Personal protective equipment (PPE). Develop a waste-sorting procedure
Bin manual handling	Sprain, strain, crush	PPE, staff training. Maintain bin wheel-hubs. Limit bin weight. Provide mechanical assistance to transfer bins
Chute discharge	Strike & debris from falling waste	PPE, staff training, and signage, maintain access restrictions. Include a suitable curtain/skirt and a locked fine-mesh fence around the discharge zone of the chute
Bin transfers and emptying into truck	Vehicular strike, run-over	PPE. Develop a Hazard Control Plan for transfers and collections. Maintain visibility. Use a mechanical bin-tipper
Truck access (reversing & manoeuvring)	Vehicular incident, strike, run-over	PPE. Use a trained spotter. Develop a truck-manoeuving and traffic-control procedure

Note: The above shall be confirmed by a qualified OH&S professional, who shall also prepare site-specific assessments, procedures and controls (refer to Section 6).

## **6 CONTACT INFORMATION**

**Monash City Council** (local Council), ph 03 9518 3555

**iDump** (private waste collector), ph 1300 443 867

**Kartaway** (private waste collector), ph 1300 362 362

**Waste Wise Environmental** (private waste collector), ph 1300 550 408

**Eco-Safe Technologies** (odour control equipment supplier), ph 03 9706 4149

**PuraAir** (odour control equipment supplier), ph 1300 972 736

**FJP Safety Advisors** (OH&S consultant), ph 03 9255 3660

**Electrodrive** (tug & trailer supplier – for bin transfers), ph 1800 033 002

**Warequip** (tug supplier – for bin transfers), ph 1800 337 711

**Sulo MGB Australia** (bin supplier), ph 1300 364 388

**One Stop Garbage Shop** (bin supplier), ph 03 9338 1411

**ASI JD MacDonald** (chute supplier), ph 03 8558 7200

**Wastech Engineering** (chute supplier), ph 1800 465 465

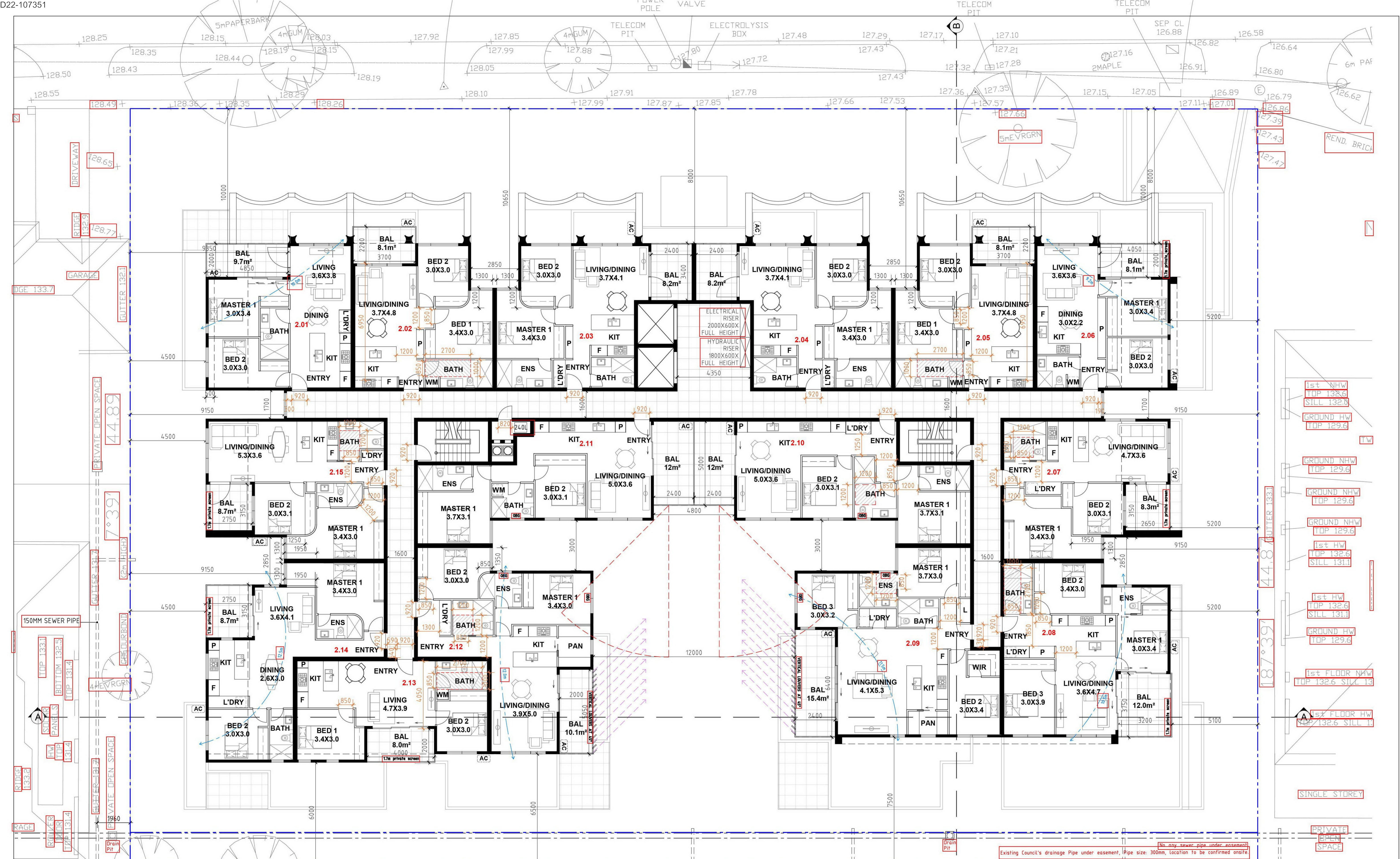
Note: The above includes a complimentary listing of contractors and equipment suppliers. The stakeholders shall not be obligated to procure goods/services from these companies. Leigh Design does not warrant (or make representations for) the goods/services provided by these suppliers.

## **7 LIMITATIONS**

The purpose of this report is to document a Waste Management Plan, as part of a Planning Permit Application.

This report is based on the following conditions:

- Operational use of the development (excludes demolition/construction stages).
- Drawings and information supplied by the project architect.
- The figures presented in this report are estimates only. The actual amount of waste will depend on the development's occupancy rate and waste generation intensity, the user's disposition toward waste and recycling, and the Operator's approach to waste management. The Operator shall make adjustments, as required, based on actual waste volumes (if the actual waste volume is greater than estimated, then the number of bins and/or the number of collections per week shall be increased, STCA).
- This report shall not be used to determine/forecast operational costs, or to prepare feasibility studies or to document operational/safety procedures.



**SECOND FLOOR PLAN**

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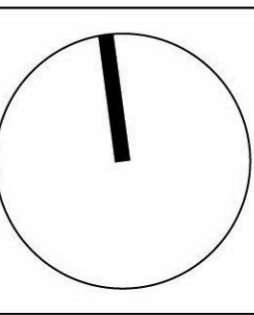
**Notes**  
 - DO NOT SCALE FROM DRAWINGS.  
 - SITE & FLOOR LEVELS TO BE CONFIRMED ON SITE BY BUILDER PRIOR TO COMMENCEMENT OF ANY WORKS. ANY ERRORS, DISCREPANCIES OR OMISSIONS IN THE DRAWINGS, NOTATIONS OR DIMENSIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE ARCHITECT FOR CLARIFICATION PRIOR TO WORKS COMMENCING.  
 - ARCHITECTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH SPECIFICATIONS, STRUCTURAL, MECHANICAL, ELECTRICAL, HYDRAULIC, LANDSCAPE ARCHITECTURAL DRAWINGS.  
 - LOCATION OF ALL HARDWARE, FIXTURES AND FITTINGS TO BE CONFIRMED WITH ARCHITECT PRIOR TO WORKS COMMENCING.



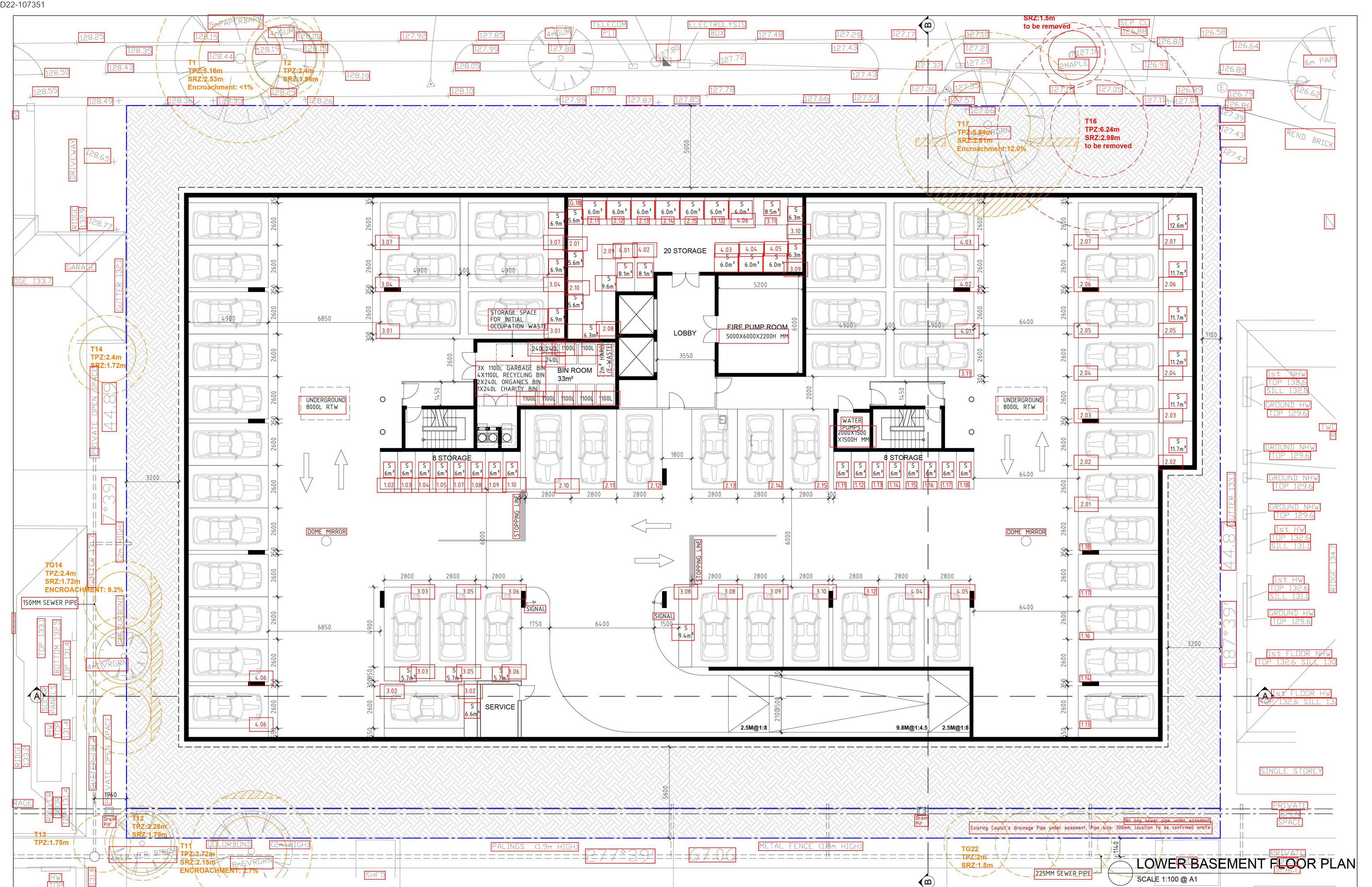
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 ABN: 29 469 352 797

Project	718-724 High Street Road, Glen Waverley
Drawing	SECOND FLOOR PLAN

Date	Rev	Description
2021.12.16	A	RFI
2022.03.02	B	RFI_Rooftop and substation updated



Project Number	21-006	Drawing Number	TP10
Date	02-03-2022	Scale	1:100
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		Amendment	



**Notes**

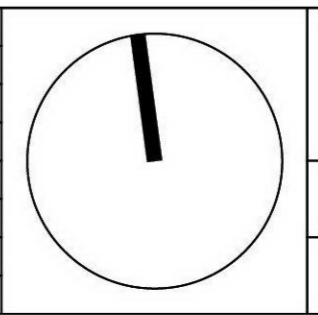
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- LOCATION OF ALL HARDWARE, FIXTURES AND FITTINGS TO BE CONFIRMED WITH ARCHITECT PRIOR TO WORKS COMMENCING.



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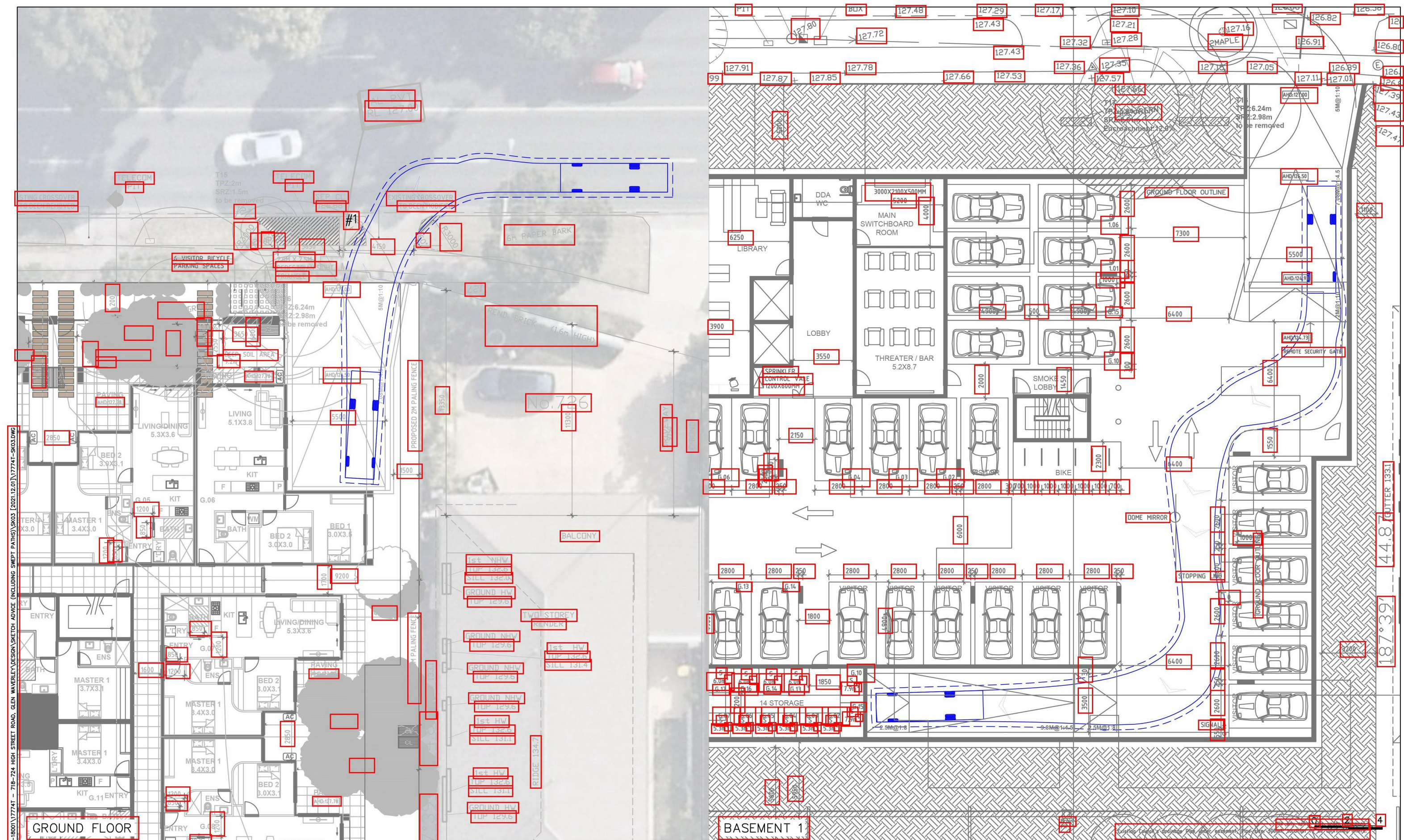
Project	718-724 High Street Road, Glen Waverley
Drawing	LOWER BASEMENT FLOOR PLAN

Date	Rev	Description
2021.12.16	A	RFI
2022.03.02	B	RFI_Rooftop and substation updated



Project Number	21-006	Drawing Number	TP06
Date	02-03-2022	Scale	1:100
Drawn	ET	Checked	AL/JW
		Amendment	

**LOWER BASEMENT FLOOR PLAN**  
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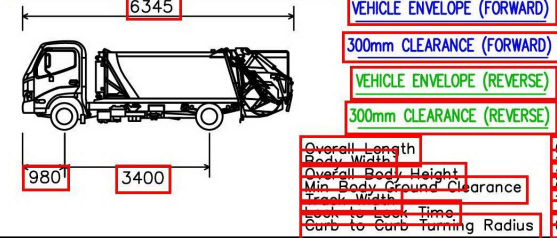


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**ratio:**

RATIO CONSULTANTS PTY LTD  
 ABN 005 422 104  
 8 GWYNNE STREET  
 CREMORNE, VICTORIA 3121  
 TELEPHONE (03)9429 3111  
 FACSIMILE (03)9429 3011

Mini-Rear Loader Waste Collection Vehicle



### Proposed Residential Development 718-724 High Street Road, Glen Waverley Sweep Path Assessment

NOTE:  
 1) Base Plan Supplied by Jesse Ant Architects on 2021.12.20  
 2) Maximum Design Speed 10km/h

RATIO REFERENCE	SHEET No.	SCALE	DATE
17774T-SK03/JM	10 of 13	1:200@A3	20/12/2021

