

MAREEBA AIRPORT DEVELOPMENT GUIDELINES

1 July 2020



Introduction ■ ■ ■

The Mareeba Shire Council's vision for the Mareeba Airport is for it to become Queensland's second major aviation service centre after Cairns and the leading specialist support airport for Far North Queensland (FNQ), providing for a wide range of aviation-related activities and services, thereby contributing to the economic and social well-being of the district and wider FNQ region. It is well positioned to become a training hub for the Asia-Pacific providing world class facilities and attracting a larger share of the \$300 million plus local aviation sector.

Mareeba Airport has long been recognised as the logical facility to develop as the hub for General Aviation in the FNQ/Cairns Region. Its proximity to Cairns, excellent weather conditions and uncontrolled airspace (with controlled airspace near at hand when required) and the relatively low population base make Mareeba Airport an ideal facility for general aviation maintenance and training.

The Aviation Industrial Park constructed by Mareeba Shire Council (Council) at the western end of the Airport provides a variety of lot sizes to cater for aviation-related businesses wishing to establish or relocate Mareeba. Sufficient land reserve exists adjacent to the industrial park to allow for future expansion.

These Guidelines are intended to provide concise, practical planning criteria to facilitate a high standard of development at the Airport and to encourage investment in and increased usage of the Airport and leverage industry and economic development opportunities for the FNQ region.

Objectives of the Guidelines ■ ■ ■

The primary objectives of the Guidelines are to:

- assist in guiding sustainable and strategic development of industrial land at the Airport by encouraging development that

achieves the most effective, highest and best use of sites and does not adversely impact upon the Airport's core aviation activities;

- ensure that the design and layout of the Airport industrial park promotes orderly development that facilitates the types of industries and aircraft movements envisaged in the future and does not compromise future development options;
- assist in creating developments which achieve a high aesthetic quality and maintain a high level of building and landscaping presentation throughout the overall Airport precinct;
- minimise impacts on the natural environment;
- promote the adoption of sustainable design principles into development at the Airport.

Planning Context ■ ■ ■

Mareeba Shire Council Planning Scheme - July 2016

The Mareeba Airport predominantly comprises the following significant land parcels:

- Lot 1 on RP714240, area of 52.398 ha (containing main runway) and eastern lease sites;
- Lot 20 on RP748320, area of 65.2 ha (western airport expansion area).

Under the Mareeba Shire Council Planning Scheme 2016 (MSCPS), which commenced on 1 July 2016, the Mareeba Airport is included in the *Industry zone (Heavy Industry Precinct)*. The Mareeba Local Plan of the MSCPS includes the Mareeba Airport within *Precinct F - Mareeba Airport*. Development for air services purposes within *Precinct F - Mareeba Airport* is 'accepted development' under the MSCPS, where such development complies with the applicable

'accepted development' provisions. If air services development cannot or does not comply with any of the self-assessment provisions, the development will require code-assessment, which is limited to assessment of the non-compliant self-assessment provisions only.

Existing Use Rights

The Mareeba Airport has been established in some form since the early 1940s and maintains existing use rights, notwithstanding the commencement of the Mareeba Shire Council Planning Scheme on 1 July 2016.

The expansion of the Mareeba Airport as outlined in the *Mareeba Airport Development Plan - June 2010* and the *Mareeba Airport Master Plan* commenced under the (now superseded) Mareeba Shire Planning Scheme 2004.

The Mareeba Shire Planning Scheme 2004 designates the Mareeba Airport as Community Infrastructure for Airport and Aviation Purposes. The effect of the community infrastructure designation is to make all development for airport and aviation purposes at the Mareeba Airport exempt development under the Mareeba Shire Planning Scheme 2004.

Development generally in accordance with the Mareeba Airport Master Plan is able to continue under the existing use rights without the need for further town planning approval.

Approval Process ■ ■ ■

Due to the designations under the aforementioned planning schemes, there will generally be no formal planning approval required for most aviation-related businesses and industries that wish to establish at the Mareeba Airport, however, as a precaution, applicants should check with the Council's Planning Section prior to proceeding with any development proposal.

Council's objective with the Mareeba Airport is to encourage a wide range of aviation-related businesses to establish there and consequently, a higher priority will therefore be given to those proposals that will provide direct economic benefits and employment opportunities for the local community and the wider FNQ region.

Site Selection ■ ■ ■

As noted in the Introduction, the Aviation Industrial Park provides a variety of lot sizes to cater for a wide range of aviation-related activities. Standard lot sizes include:

- 18m x 15m
- 21m x 25m
- 21m x 30m
- 30m x 30m
- 35m x 43m
- 70m x 60m (1 of)
- 70m x 63m (1 of)

Overall development of the Aviation Industrial Park has been staged to allow for lease take-up to fund, in part, future expansion. Not all of the abovementioned lot sizes may be available initially due to the staging of the development. Reference should be made to the Lease Staging Layout Plan to determine lot availability.

It should also be noted that while the majority of the lots have service road access, the smaller 18m x 15m lots (270m² in area) do not. These lots are designated for small aircraft/recreational hangarage only and **not for commercial use**. These lots do not have direct access to service roads and general, un-permitted, vehicular access will not be allowed except in cases of emergency.

Potential Lessees should select their proposed site based on intended usage and whether service access is required, the hangar size proposed to be erected, the building setback and boundary clearances required, and the hangar door

configuration proposed (see separate section on Building Setbacks and Boundary Clearances and Hangar Door Configuration).

Lessees should also note that because there is no front boundary setback required (ie hangars can be built to the front lease boundary), there will be no parking permitted on the aircraft taxi lanes which provide access to the hangar sites and aircraft must be parked wholly on and within the Lessee's lease area.

Should a Lessee wish to set their hangar back from the front lease boundary so as to provide parking for their plane in front of their hangar, they will need to ensure that the lot size they have chosen allows for this.

Making Application to Lease Land at Mareeba Airport ■ ■ ■

Applications for lease of land at the Airport are required to be submitted in writing on the *Application to Lease Land at Mareeba Airport* form. An Applicant will need to include in their application, an outline of their intended use of the lease area and their application form must be accompanied by:

1. A detailed site plan showing building location on the proposed site, dimensions and setbacks, location of rubbish bins, loading bays, any on-site parking, landscaping and other ancillary facilities;
2. Building layout including internal floor plans and proposed hangar door configuration (if a door is to be fitted);
3. Elevations, sections and perspectives of the proposed buildings sufficient to describe the character of the proposal including external details and signage concepts, plus a guide to anticipated use of materials, colours and finishes;
4. Where relevant, a landscape plan showing indicative ground treatment and

proposed planting and reticulation. The landscape concept plan should utilise appropriate native endemic species that do not attract birds or grow to heights that could impact any Obstacle Limitation Surface (OLS);

5. Proposed services plan detailing location and works required to connect services and stormwater control measures;
6. Confirmation that the finishes and products utilised in the completed works will not cause a hazard to and/or disrupt aircraft operations. Proposed developments should ensure that there will be no light spill above the horizontal plane.
7. **Payment of \$1,000 deposit towards legal fees** for preparation of lease documents including stamping and registration. Any legal fees remaining after the deduction of the deposit amount will be invoiced by Council to the Applicant for payment.

Should an Applicant seek to withdraw from the process of preparation of the lease documentation subsequent to the approval of their Application, then they will forfeit their deposit in its entirety.

The information described above will be assessed by Council to determine whether the proposal meets the intent of these Guidelines and whether, in particular, the proposal meets the specific objective of encouraging aviation-related businesses that provide direct economic benefits and employment opportunities.

If an application is approved, Council will make contact with the Applicant and arrangements will be made for a draft lease, to be prepared, using Council's standard lease template. Additionally, Council will arrange for a compiled survey plan of the proposed lease area to be prepared for inclusion with the draft lease for consideration by the Applicant. Once agreement has been reached

for the lease, a final lease document (in triplicate) will be prepared by Council for dispatch to the Applicant for execution. Council will then arrange, through its solicitors, for the lease document and survey plan to be lodged on Title.

General lease conditions ■ ■ ■

The standard lease term will be 20 years plus an option for a further 2 x 10 year extensions. Council may consider an alternative lease term for a specific development proposal or to meet the individual requirements of any particular Lessee.

Lease charges and other charges applicable to the Airport will be set as far as possible on a cost recovery basis but will also have regard to fair market value and the charges applicable to other similar airports operating throughout the State.

Lease charges will be reviewed every 5 years to ensure fair market value and cost recovery. Lease charges between five yearly reviews will be indexed to the Consumer Price Index (CPI).

Lease charges are to be paid twelve (12) months in advance.

In addition to the annual lease charge, the Lessee will be responsible for the payment of the following:

- a) All Council rates and charges levied on or in respect of the leased area (general rates, waste management levy, fire levy - may also include special rates or charges levied for specific purposes or projects from time to time);
- b) All charges for the connection of and consumption of all services including, but not limited to, electricity, sewerage, water, gas and telephone;
- c) All licence fees or charges in connection with the business carried on by the Lessee on the leased site.

The Lessee will be required to show evidence of having appropriate Public Liability Insurance cover (minimum of \$20,000,000.00).

Development Obligation

The Lessee must adhere to the following development obligation.

Within six (6) months from the commencement of the lease, the Lessee will be required to obtain all of the necessary development approvals (planning, building and plumbing, as circumstances require) for the proposed development. This may be achieved through engaging the services of a Private Certifier.

The building/s and associated facilities are to be constructed within twelve (12) months from the commencement of the lease. **Lessees should note that the obligation to construct a hangar/ associated facilities within 12 months of commencement of the lease is a fundamental condition of the lease with non-compliance deemed to be a breach of the lease conditions and may lead to termination of the lease.**

Specific Conditions

Non-Commercial/Private Lease Sites

Site size: Sites allocated for non-commercial/private use will not exceed 21m (frontage) x 25m (depth) with a minimum lot size of 270m² (18m x 15m).

The number of sites for non-commercial/private use will be limited as the intention of the industrial park is to cater for aviation-related businesses.

Lessees must not operate a commercial business from these sites and the usage must still be aviation related. This lease is suitable for activities such as the storage of an individual's light aircraft.

Development Obligation

Council reserves the right to impose a development obligation specifying a minimum dollar value for construction works.

Commercial Lease Sites

Site size: Standard size is 30m (frontage) x 30m (depth), however, some business operations may be able to fit on a 21m x 30m site.

Other lot sizes available are 35m x 43m, with a limited number of lots exceeding 4,000m².

These sites are designed for the operation of an aviation-related business.

Development Obligation

Council reserves the right to impose a development obligation specifying a minimum dollar value for construction works.

Design Guidelines ■ ■ ■

The Council promotes varied building designs and facades with a high degree of architectural merit. While many of the buildings within the Airport precinct will be functional, Council supports the incorporation of outstanding design treatments so as to promote a varied and interesting landscape.

Council also reserves the right to not approve any building design or materials to be used which it considers will detract from the aesthetic value of the Airport precinct.

It is also important from an integrated site planning perspective to achieve general consistency in building heights, building setbacks to boundaries, landscaping, site access and space between buildings to create a functional and pleasant environment.

In general terms, all buildings should be designed and sited to achieve the following:

- The front elevation must be designed to address the taxiway or apron and to

provide an aesthetically pleasing façade when viewed from that perspective;

- Architectural form and character should avoid large unrelieved expanses of wall or roof;
- Where more than one building is planned for a site, their design must result in the creation of a group of integrated buildings presenting a harmonious image;
- Buildings and ancillary structures are not to impact on the amenity of adjoining properties;
- External finishes should reduce glare and reflectivity and building lighting should be in accordance with aviation requirements;
- External finishes shall be durable and suitable for function and use.

Roofing

Roofing should be Colorbond metal decking (no white, off-white, clear anodised or zincalume and other reflective finishes).

Walls

Wall construction may vary depending on boundary clearances and fire separation distances which could dictate whether a steel framed building or fire rated masonry construction is required (refer to section on Building Setbacks and Boundary Clearances).

Wall cladding can consist of:

- Composite aluminium panels;
- Pre-finished profiled metal sheeting - stainless steel or metallic finish;
- Colorbond metal sheeting;
- Tilt up or pre-cast concrete panels - coloured or paint finish;
- Rendered concrete masonry - paint finish.

Low maintenance timber cladding may also be appropriate in some situations.

Floors

Hangars and other industrial use buildings are to be finished with a concrete floor.

Colours

Natural colours are preferred, with the dominance of colour largely reflective of materials chosen. Strong dominant colours will be supported where serving an architectural function.

Building Height

The maximum building heights are subject to compliance with the Obstacle Limitation Surface (OLS) which provides adequate clearances for visual contact with aircraft approaching the runway.

Generally, the maximum building height will be 10 metres.

Building Setbacks and Boundary Clearances

Building setbacks and side and rear boundary clearances will be dictated by the appropriate Building Codes.

As previously noted, there is no front boundary setback required and lessees may build right to the front boundary of the lease, however, as also previously indicated, the siting of the hangar on the lease will need to allow for parking in front of the hangar if required.

Buildings must comply with the required fire separation distances and lease boundaries are considered to be a fire source feature. For example, a Class 8 commercial building of basic steel frame construction with Colorbond cladding will require side and rear boundary clearances of a minimum of 3 metres. However, where commercial buildings are constructed of fire rated materials such as tilt up or pre-cast concrete panels/rendered concrete masonry, boundary clearances may be reduced.

For hangars that are used for aircraft storage purposes only, for example, small light aircraft for private use, such hangars will generally be considered to be a Class 10a building for which no separation is required provided they do not exceed a specified maximum floor area.

In all cases, Lessees should seek the advice from a Private Building Certifier on the required building setbacks and boundary clearances before proceeding with any development proposal.

Hangar Door Configuration

As noted previously, one of the factors to be taken into consideration when selecting a proposed site is the hangar door configuration, particularly where it is intended to construct the hangar right to the front lease boundary.

Where hangars are built to the front boundary, swinging doors which swing out into the taxi lane will not be permitted as they will restrict movement along the taxi lane. If a hangar is set back the required distance from the front lease boundary, swing-out doors will be permitted provided they do not extend past the front lease boundary when fully opened out.

Where hangars are built to the front lease boundary, there are a number of alternate door options available, for example:

- Bi-Fold Doors;
- Overhead (Roller/Tilt-Up) Doors;
- Stack (Accordion) Doors;
- Side Wall Stacking Doors.

Depending on side boundary clearances available and co-operation between adjoining lease holders, outrigger type doors may also be a further option that could be considered.

In all cases, whatever hangar door configuration is chosen, Lessees must ensure that no part of the door protrudes past the front lease boundary when in the open position.

Landscape Area

A Landscaping Plan is to be submitted where landscaping is required as part of these Guidelines or is proposed within a development.

Specific landscaping provisions apply pertaining to the need for species that do not attract birds or other pests. Landscaping design should also be based on efficient water use, for example, utilisation of drought tolerant species, and as far as possible must use non-potable water sources. In this regard, Lessees should maximise opportunities for rainwater harvesting for irrigation of landscaped areas (refer section on Stormwater Management).

External Service and Storage Areas

Service, storage and refuse areas shall be set behind the approved building line and be screened from public view. Plant and machinery placed on the roof of any building will also require architectural screening.

Landscape screening and/or approved fencing can be used to achieve screening and should be considered an extension of the design of the building.

The placement of shipping containers on lease sites for storage or other purposes is not to occur without Council approval.

Fencing Elements

Quality boundary fencing shall be integrally considered as part of the total design of any development, particularly where such fencing has the potential to impact upon the airside streetscape. Council recognises that fencing has the potential to excessively dominate a streetscape, but that equally, it can bring variation to the streetscape when considered in the context of the overall design.

It is acknowledged that site security is important. Applicants are encouraged to consider a range of

security deterrents including effective lighting, landscaping and natural surveillance and building orientation to achieve the required protection.

Fencing is discouraged forward of the building line thereby encouraging an open and transparent interface with the taxiways/apron.

Fencing alignments will be assessed with due consideration to the impact on adjoining properties and the aesthetic balance of the general streetscape. The following minimum accepted standards of fencing will apply:

- Maximum front fence height of 2m (only where it can be demonstrated as necessary from a security or safety perspective);
- Fencing behind the front building line must be part of integrated design and landscape or architectural theme;
- Fencing must be in accordance with the Airport's security requirements;
- Chain wire fencing shall be black with matching posts.

Car Parking and Access

A general car parking area has been provided as part of the Aviation Industrial Park development. The majority of leases (excluding the smaller hangar sites) also have vehicular access to the rear of the lease and Lessees may wish to construct their own car parking on the lease area.

Where car parking is provided on individual leases, the parking spaces and driveway access to them must be either bitumen or asphalt seal or reinforced concrete.

All vehicles (inclusive of delivery and service vehicles) are to enter and leave the site in a forward direction.

Loading and delivery bays are to be integrated into the design and clearly identified in the application. No loading or unloading shall be

carried out within the street or in a manner that requires the reversing of vehicles to the street.

Refuse vehicles shall be afforded easy access to the site for collection of waste. Where collection of waste is proposed on site, then all waste vehicles must be able to enter and exit the site in a forward manner.

Waste bins shall be located in screened yards.

Lighting Considerations

Special lighting restrictions apply on the Airport to ensure the safe operation of aircraft. As a general principle, no up lighting or light spillage above the horizontal plane is permitted. As such, lighting design will be assessed to ensure safety is not compromised.

Infrastructure Services

Infrastructure services including sewer mains, reticulated water supply, electricity supply and communications cabling will be generally available to each site, however, for the smaller non-commercial/private use sites only electricity and water are available for connection (no ability for connection to sewer). Development proponents should consult with Council regarding the location and capacity of services prior to commencing design of any project. Current infrastructure services are adequate to cater for development proposed in accordance with these Guidelines.

Where a more intense development is proposed, Council may seek a contribution or works in kind to augment services to cater for the proposed development.

Stormwater Management

All development proposals must make adequate provision for the control and management of storm water within their development. Stormwater is not to be directed onto taxi lanes and aprons and must be directed to an approved discharge point. Stormwater discharged from the

site must also be of an acceptable quality and volume to prevent harmful impacts on receiving waters.

Where landscaping forms part of a development proposal, Water Sensitive Urban Design strategies should be considered in relation to storm water management on sites, with stormwater resulting from up to the 1 in 20 year storm occurrence retained on site and integrated with maintenance of site landscaping. In this regard, underground storage tanks are encouraged for roof water.

Wastewater (such as wash down water) discharged from the site must be treated prior to discharge so as to comply with acceptable environmental standards.

Signage

All applications for lease of sites at the Airport must indicate proposed signage for the building and overall site.

Major site signage shall be limited to the following:

- The company names/business names and/or logo positioned prominently on the building or within the front building setback; and
- Where sites provide for integrated uses, then a prominent entrance sign is permitted.

A high standard of contemporary signage is expected with painted sign panels or signage painted direct onto buildings being carried out by a professional sign writer. Where cut or raised lettering is used, this shall also be professionally made and installed.

Minor site signage shall be limited to:

- Flush wall or an awning sign or the like which identify the location and name of the business; and

- Minor statutory and safety signage to ensure the safe use of the development.

Sustainability Criteria

Council encourages sustainability in building and landscape design with the following objectives:

- Encourage businesses to participate sustainably in the development of Airport lands;
- Ensure that businesses operating are able to respond to future requirements in terms of environment and efficiency related standards and regulations; and
- To ensure their long-term viability.

The main considerations in eco-efficient building design and operation should be:

- Energy consumption;
- Water consumption;
- Material usage (both in construction and operation); and
- Waste minimisation and diversion from landfill (both in construction and operation).

Incorporating sustainability and eco-efficiency considerations into building design is easier than retrofitting. More importantly, it often delivers significant financial benefits in terms of:

- Overall operating and maintenance costs;
- Improved employee productivity;
- Water use;
- Energy use;
- Resource use and waste generation; and
- Reduced direct and indirect greenhouse gas emissions (i.e. Carbon Footprint).

Consideration should be given to the following factors in sustainability planning/design:

The Building Design

- Orientation

- Shading
- Glazing
- Natural lighting
- Insulation
- Lightweight materials (including cladding)
- Durability
- Dual reticulation systems
- Acoustics
- Breeze paths

Construction and Fit Out Materials

- Recycled content materials (including carpets)
- Modular carpets
- Glazing, tinting and insulation
- Low embodied energy materials
- Solar reflective coatings/membranes (where appropriate and not causing a hazard to Airport operations)
- Low VOC coatings and floor coverings

Water Using Fixtures and Fittings

- WELS 5-star urinals and taps
- WELS 4 Star (or better) toilets and showers
- WELS 4 Star (or better) dish washer and washing machines
- WELS 4 Star (or better) trigger sprays/pressure cleaners
- Instantaneous kitchen hot water systems (with timer)
- Instantaneous or solar hot water systems (for showers and other use)
- Rainwater harvesting for use in toilets and urinals;
- Sensor and/or timed taps and urinals
- Water sub-meters
- Compliance with any water restrictions

Air Conditioning

- Preference for air-cooled (as opposed to Evaporative Cooling Towers)
- Appropriate sizing and design (including positioning and supply and return air vents and thermostats)
- Air quality
- Temperature settings
- Zoning (especially IT server rooms)
- Self-closing and/or automated doors
- Refrigerant type
- Sub-floor ventilation/air conditioning
- Energy efficient chillers
- Enthalpy units allowing for heat recovery for pre-heating of hot water
- Electric re-heat is not permitted

Lighting

- Energy efficient lamps and tubes
- Efficient reflectors and ballasts
- Daylight harvesting
- Occupancy sensing controls
- Zoned lighting systems
- Timer controlled external signage lighting
- Compliance with AS1680 (2006)

IT Equipment

- LCD monitors
- Energy efficient servers
- System and monitor standby
- Sleep modes for printers, copiers and fax machines
- Appropriate positioning of printers etc to reduce HVAC energy consumption
- Setting duplex printing as default

Furnishings

- Eco-Specifier approved low VOC tables, desks, chairs, carpets etc
- Photo-sensitive (automated) blinds and drapes
- Ergonomic furniture

Consumables

- Recycled content office paper
- Remanufactured toner cartridges
- Re-usable cups, crockery and cutlery

Landscaping

- Use of native endemic species
- Water sensitive design and materials
- Use of rainwater/non-potable sources
- Vegetation shall be selected to minimise attraction of birds and flying foxes, bats, etc as these animals can cause a hazard to Airport operations
- Deciduous trees (where appropriate)

Waste Management

- Office paper recycling
- Co-mingled recycling
- Green waste/organics recycling
- Other waste segregation options