


DRAFT Clearing vegetation within a council controlled road verge permit application form

Sunshine Coast Regional Council Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1 (Administration) 2016

1. Applicant details		
Surname		
Given names		Date of birth
Postal address		
Suburb		State Postcode
Email address		Mobile
<input type="checkbox"/> I am the property and building owner adjacent to the location of proposed works.		<input type="checkbox"/> I am a tenant of the residence adjacent to the location of proposed planting

2. Clearing vegetation - \$253 application fee (non-refundable)
Location/address
Details of plant types, heights and number to be removed
Reasoning why
<input type="checkbox"/> Photographs attached of vegetation to be cleared

3. Duration of works
Preferred work start date (please allow ten (10) working days from receipt of correct application)
Estimated works duration

4. Will you be utilising a contractor to complete works?
<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please provide below details)
Business Name
Contact person Contact Number

5. Will you require machinery or vehicles to complete works?
<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please provide below details)
Machinery/Vehicle Type Registration number
Machinery/Vehicle Type Registration number
Machinery/Vehicle Type Registration number

Privacy
Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with council's privacy policy.

www.sunshinecoast.qld.gov.au | mail@sunshinecoast.qld.gov.au | T 07 5475 7272 F 07 5475 7277

Postal address Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

Caloundra office 1 Omrah Avenue Caloundra Qld 4551

Maroochydore office 10 First Avenue Maroochydore Qld 4558

Nambour office Corner Currie and Bury Streets Nambour Qld 4560

6. Criteria - Additional requirements to be met by applicant:

- The proposed works will not obstruct normal use of footpaths for pedestrians and cyclists.
- Where there is no existing formed path a minimum 1.8m width for pedestrian access will be maintained (Note: the pathway can be unformed (i.e. not concrete) and can meander.)
 - A minimum of 600mm will remain for individuals to access letter boxes, motor vehicles parked against the kerb and a location to place bins for rubbish collection.
- The proposed works will not obstruct any view sight lines, or cause distraction to pedestrian traffic or vehicular traffic when using the road especially at intersections and entering or exiting a driveway, or impede vistas from any premises.
- The proposed works will not obstruct access to utility services, above or below ground, or interfere with any existing infrastructure.
- The proposed works will not likely cause a hazard or risk to the environment or members of the public.
- The proposed works will be within a road verge and not within a park, environmental reserve, dunal or foreshore area.
- The proposed vegetation to be cleared would not likely be of "medium to high value". This will be assessed by a Council officer.

Please ensure you thoroughly read through the conditions that may be imposed on a Permit, available on councils website ([link to be provided](#))

7. The following documentation must be provided in order for the application to be considered

- Proof of Dial Before You Dig notification (for activities involving digging)
- Photographs of proposed location of works and plants to be removed
- Proof of consent from immediate neighbours

IMPORTANT:

- If the application is approved, the applicant holder must maintain, at all times during the approval, a Certificate of Currency (Public Liability Insurance) minimum of \$2 million (\$2,000,000) covering the area occupied by the proposed activity.
- Upon completion of works photographs of the installed vegetation will be required to be presented to council

A bond of \$255, \$510, \$2040 or POA (Price On Arrival) applies depending on the type of works and any vehicles / machinery used. The bond is not payable until council grants approval. Once approved, council will contact you with payment details. The Permit may then be granted after receipt of bond. A bond will be released back to the payee once works have been completed, photographs have been provided and council is satisfied with the condition of the site.

8. Payment options

<input type="checkbox"/> In person	Customer service centres: 8.30 am to 4.30 pm Monday to Friday (excludes public holidays).			
<input type="checkbox"/> By mail/email	Cheque or money order to be made payable to: Sunshine Coast Regional Council.			
	<input type="checkbox"/> Cheque	<input type="checkbox"/> Money order	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
	Card number		Expiry date	Amount \$
	Name on card		Signature of cardholder	
	Phone		Is a receipt required?	<input type="checkbox"/> Yes <input type="checkbox"/> No

9. Declaration of applicant

I/We, as the applicant, acknowledge that the acceptance of the application and payment of the permit application fee does not bind the Sunshine Coast Regional Council to issue a permit.

I/We agree to comply with all Sunshine Coast Regional Council local laws and/or all other statutes and agree to pay all costs associated with the reinstatement of any damage caused to council infrastructure, landscaping or other public utilities as a result of the proposed activities associated with the application. This includes all work carried out on the applicants behalf by any agent, sub-contractor, manufacturer or others engaged to deliver remove or carryout any part of the proposed work.

I/We declare that appropriate public liability insurance will be held during the lifetime of the approval that notes Sunshine Coast Council as an interested party and covers the prescribed activity subject of this application.

I/We agree to indemnify, release and discharge the Sunshine Coast Regional Council against any loss, damage or expense (including all legal costs), arising from any claim, demand, action, suit or preceding that may be made or brought by any person against council as a direct result of the proposed work.

I/We acknowledge that council reserves the right to amend, suspend, restrict or cancel this permit in the event of any concerns regarding non-compliance. Any deviations from the conditions shall void this permit and render the applicant and/or contractor liable under the relevant road and park local laws and subordinate local laws.

I/We, the applicant, declare that the above information is correct in all respects, at the time of lodgement of this application with the Sunshine Coast Regional Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise the Sunshine Coast Regional Council in writing prior to any such change being implemented.

Signature	Date
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10. Declaration of other stakeholders (if applicable)

Home Owner

I/We, as the home owner, have read all of the above information and give permission for the clearing of vegetation requested within this application.

I/We declare that appropriate public liability insurance will be held during the lifetime of the approval that covers the prescribed activity subject of this application.

I/We agree to indemnify, release and discharge the Sunshine Coast Regional Council against any loss, damage or expense (including all legal costs), arising from any claim, demand, action, suit or preceding that may be made or brought by any person against council as a direct result of the proposed work.

I/We acknowledge that council reserves the right to amend, suspend, restrict or cancel this permit in the event of any concerns regarding non-compliance. Any deviations from the conditions shall void this permit and render the applicant and/or contractor liable under the relevant road and park local laws and subordinate local laws.

I/We, as the property owner, declare that the above information is correct in all respects, at the time of lodgement of this application with the Sunshine Coast Regional Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise the Sunshine Coast Regional Council in writing prior to any such change being implemented.

Name	Signature	Date
Name	Signature	Date

Body Corporate

I, as the body corporate manager, have read all of the above information and endorse this application.

Name	Signature	Date
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OFFICE USE ONLY

Application no.	Amount paid	Date paid	Receipt no.	Initials / Signature	Date / date stamp
	<input type="checkbox"/> \$253 – Clearing vegetation				
Notes to Customer Contact:					
Load rules application to property number					
Receipt to application number					
<input type="checkbox"/> Customer Contact forward to Corporate Records for EDDIE					
<input type="checkbox"/> Corporate Records forward to Community Land Permits inbox in EDDIE					
<input type="checkbox"/> Loaded by Admin – BAGS Number _____					
<input type="checkbox"/> Pre-Inspection/Assessment - Parks Service Delivery Leader			Approved / Not approved		
Pre-Inspection conducted on date: _____					
<input type="checkbox"/> Assessment - Community Land Permits Officer			Approved / Not approved		