



DRAFT Planting vegetation within a council controlled road verge permit application

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 owner adjacent to the location of proposed planting		<input type="checkbox"/> I am a tenant of the residence adjacent to the location of proposed planting	

2. Details of vegetation			
<input type="checkbox"/> I wish to plant a decorative garden		<input type="checkbox"/> I wish to plant an edible garden	
<i>Note: You may tick both options If you wish to plant a street tree (please lodge a request with council's customer service on (07) 5475 7272)</i>			
Location/address			
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
Type of plant/s	Number	Height at maturity	Spread
<input type="checkbox"/> Landscape plan attached – showing measurements between property boundary and road, size of garden and plant location.			

3. Date that you plan to install the garden
Preferred work start date (please allow ten (10) working days from receipt of correct application)
Estimated duration of installation

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

5. Will you require machinery or vehicles to install the garden?

Yes No (If yes, please provide below details)

Machinery/Vehicle Type	Registration number
Machinery/Vehicle Type	Registration number

6. 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 planting
- Proof of consent from immediate neighbours
- Landscape plan – showing measurements between property boundary and road, size of garden and plant locations

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

7. Criteria - Requirements to be met by applicant:

- The plantings will complement the normal use of footpaths for pedestrians and cyclists
- Has at least 600mm left clear between the garden and road edge for individuals to access the garden and motor vehicles parked along the roadside and a location to place bins for rubbish collection
- Where there is no existing formed path within the immediate nature strip, a minimum 1.8m width for pedestrian access is left clear (Note: the pathway can meander)
- Has a set back from pathways to prevent mature growth from encroaching over pathway. *The spread of the plant should be considered when selecting species.*
- Has a 1m set back from the base of powerpoles or other utilities to maintain clear access
- Maintain view sight lines, for pedestrian or vehicular traffic when using the road especially at intersections and entering or exiting a driveway, and to maintain vistas from any premise
- Maintain a vegetation clear zone within existing drainage (e.g. is not planted across road side swales, table drains or bio retention devices)
- The vegetation is planted between road edge and property boundary only (e.g. not within a median strip)
- Does not present a hazard or risk to the environment or members of the public
- Avoids use of artificial turf
- Utilises only bio-degradable materials
- Avoids any type of structure or solid material such as concrete or solid edging, star pickets, fencing, guide wires, or loose materials such as rocks, paving, pebbles or stones
- Preserves street trees and avoids planting, pruning or removals of trees
- Does not include an irrigation system
- Does not interfere with under or above ground services (refer to Dial Before You Dig online service to check the location of proposed works)
- Produce can be shared with the community at no cost (i.e. will not be used for commercial purposes)
- Will be maintained by the applicant to ensure it is safe and tidy at all times using sustainable and safe working practices

Please ensure you thoroughly read through the conditions that may be imposed on a Permit, available from council's website.

8. Declaration of applicant

I/We, as the applicant, acknowledge that the acceptance of the application 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 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 should future maintenance or upgrades of council or essential service infrastructure require the plantings to be removed, no compensation will be due for the removal of vegetation planted under this permit.

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.

Name	Signature	Date
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9. Declaration of other stakeholders (if applicable)

Home Owner

I/We, as the home owner, have read all of the above information and will accept responsibility of the garden should the applicant no longer be residing at the address.

On an occasion that the applicant is no longer residing at the address:

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 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.

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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	Receipt no.	Initials / Sig.	Date / date stamp
	<input type="checkbox"/> No Fee – Planting vegetation			

Notes to Customer Contact:

Load rules application to property number

Receipt to application number

Customer Contact forward to Corporate Records for EDDIE

Corporate Records forward to Community Land Permits inbox in EDDIE

Inspection/Assessment - Parks Service Delivery Leader Approved / Not approved

Inspection conducted on date: _____

Assessment - Community Land Permits Officer Approved / Not approved