

Pine Rivers Shire Council

Planning Scheme Policy

PSP33 Works in Public Open Space

Historic Version
PineRiversPlan

Planning Scheme Policy for Pine Rivers Shire

PSP33 Works in Public Open Space

ADOPTION

Pine Rivers Shire Council adopted this planning scheme policy on 19 June 2006.

COMMENCEMENT

This planning scheme policy took effect from 15 December 2006.

I, Ray Burton, Chief Executive Officer, of the Pine Rivers Shire Council, hereby certify that this document is a true copy of the original.



Ray Burton
Chief Executive Officer

PSP33 - WORKS IN PUBLIC OPEN SPACE

HEAD OF POWER

This policy is a document that supports the planning scheme for the Shire and has been made by Council using the process prescribed in Chapter 2, Part 1, Division 5 of the *Integrated Planning Act 1997*.

OBJECTIVE

The purpose of this policy is to provide information on matters to be considered when preparing a proposal for works within public open space (Operational Works – Landscape), and to establish the basic level of documentation that should be provided as part of any development application for such works.

DEFINITIONS/APPLICATION

Application

This policy applies to any works in public open space which are required under any applicable code within the planning scheme **for the Shire**.

Definitions

Unless otherwise indicated in this policy all terms used have the meanings prescribed in Chapter 7 of the Planning Scheme for the Shire.

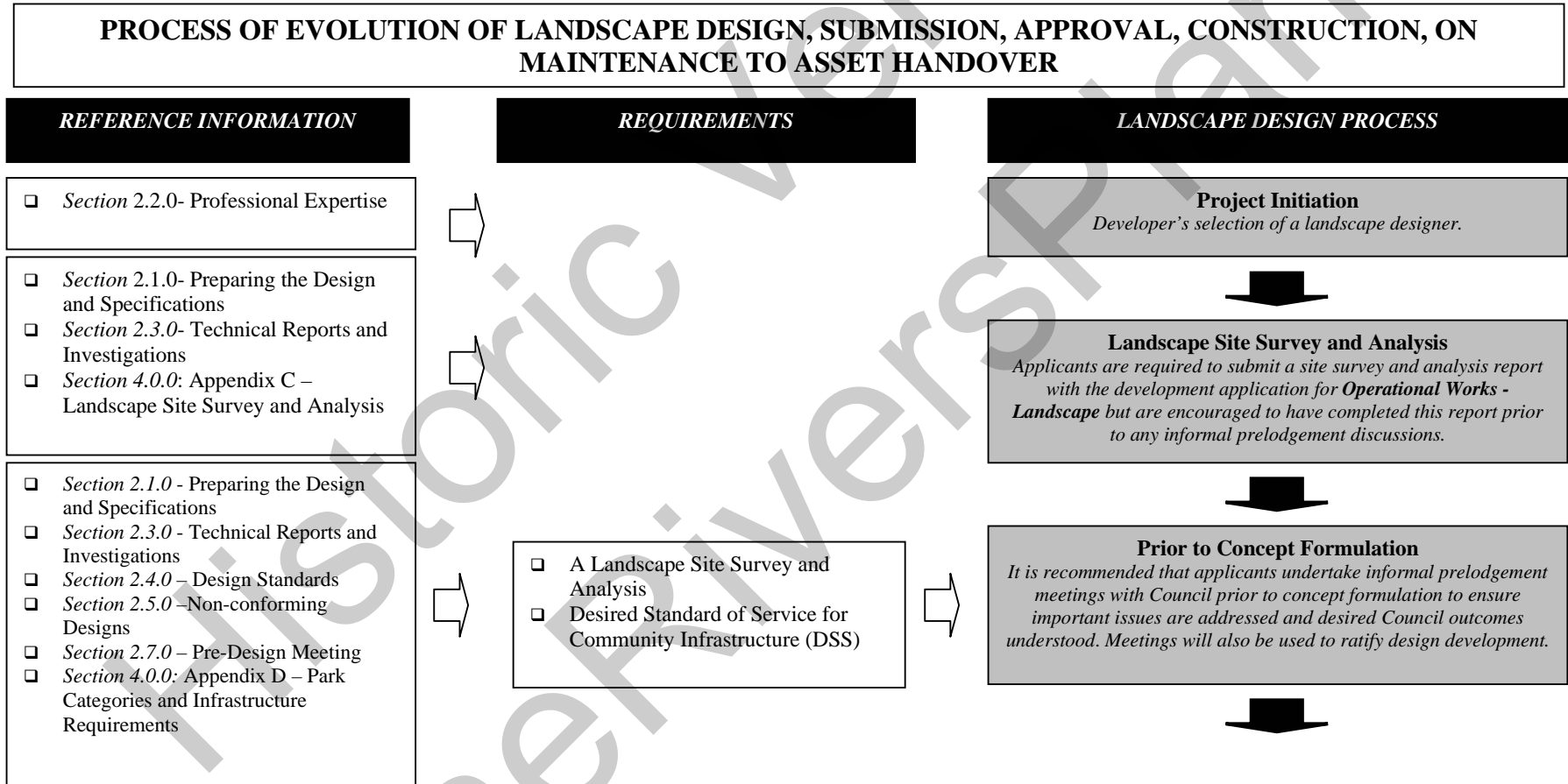
POLICY STATEMENT

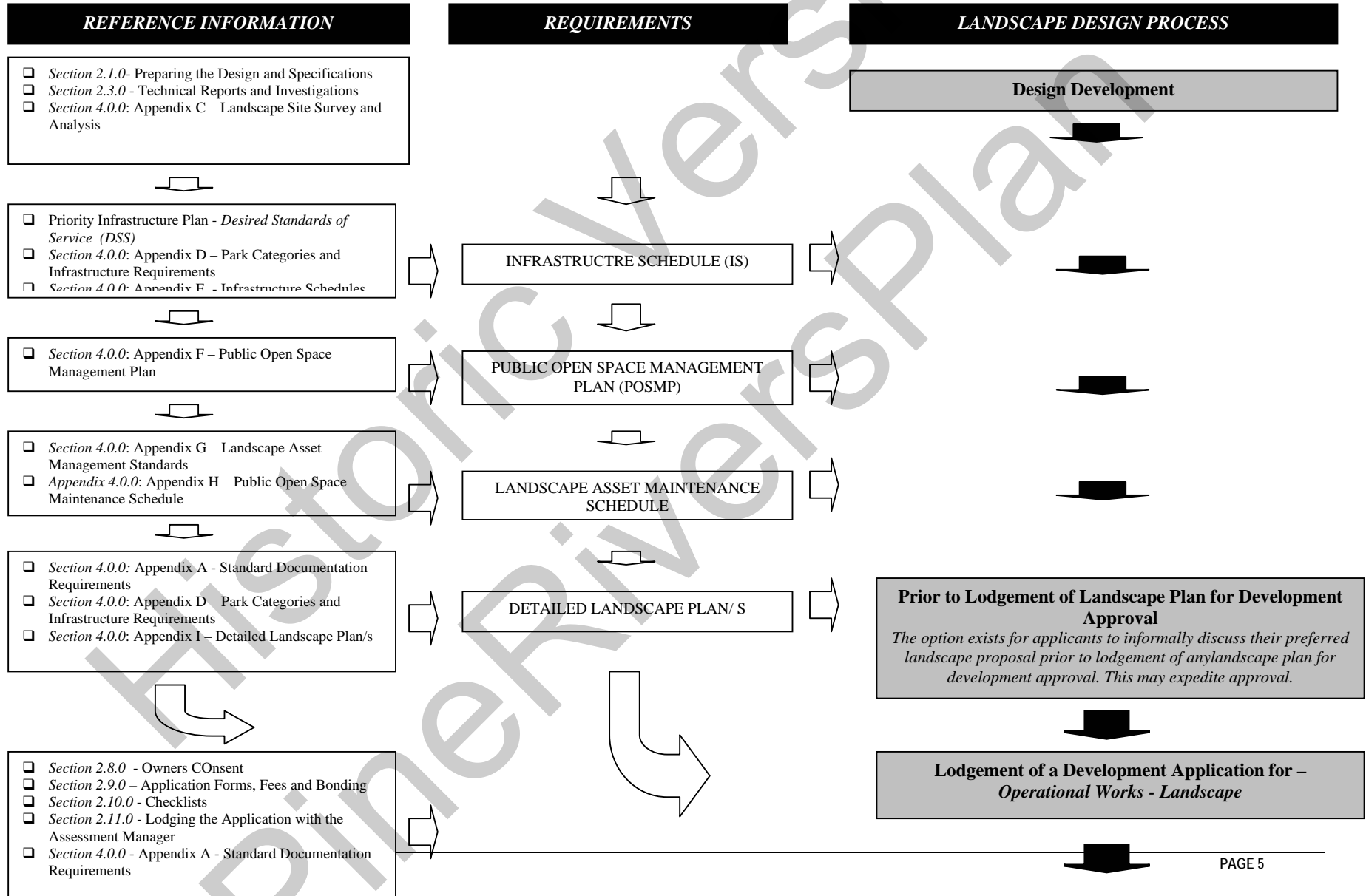
The intent of this policy is to provide guidance on:-

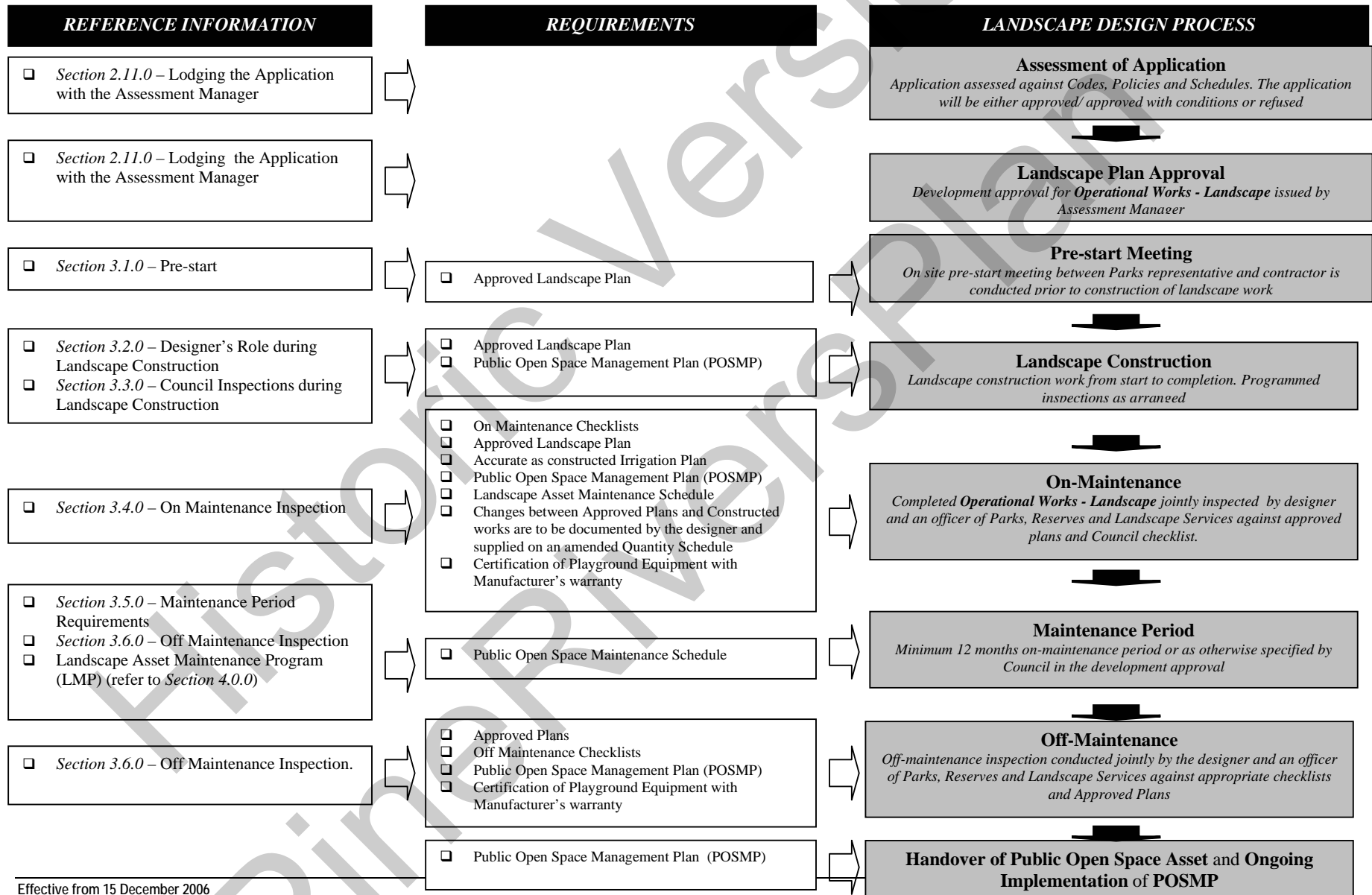
- (1) Concept planning of landscape and other improvements works in public open space;
- (2) Preparing and submitting a development application for **Operational Works - Landscape**;
- (3) Required Council inspection processes during landscape construction;
- (4) Certification and maintenance requirements for works in public open space; and
- (5) Base level facilities to be provided within the various types of public open space.

This policy is to be read in conjunction with Planning Scheme Policy PSP30 – Landscape Design and Planning Scheme Policy PSP28 – Civil Infrastructure Design.

1.0.0 PROCESS OVERVIEW







2.0.0 Preparing and Lodging a Development application for *Operational Works - Landscape* in Public Open Space

2.1.0 PREPARING THE DESIGN AND SPECIFICATIONS

In preparing the design and specifications for *Operational Works - Landscape* in Public Open Space the designer must have regard for a number of issues that, if not considered, could cause delays with approvals. These include:

- conditions of previous approvals such as rezoning approvals, subdivision permits and development approvals for material change of use and/or reconfiguring a lot;
- applicable provisions of the planning scheme including relevant Codes;
- applicable provisions of any relevant State planning policy or guidelines; and
- any other relevant statutory matter.

The above list should not be considered exhaustive.

Note: Previous approvals may require certain reports to be provided on relevant matters. Specialist consultative reports may be needed to examine the impacts and constraints resulting from these matters prior to commencing a design.

2.2.0 PROFESSIONAL EXPERTISE

All landscape designs are to be prepared by a qualified Landscape Architect, or a professional with **proven experience and knowledge of landscape design, construction and maintenance and with recognised Quality Assured Codes of Practice and/or procedures in place.**

Possible contacts include:

- Australian Institute of Landscape Architects – QLD Group (A.I.L.A.)
- Queensland Association of Landscape Industries – (Q.A.L.I.)
- Australian Institute of Horticulture. Qld. Branch
- Nursery and Garden Industry Association (N.G.I.Q.)
- Australian Institute of Landscape Designers and Managers

2.3.0 TECHNICAL REPORTS AND INVESTIGATIONS

Designers may need to seek specialist advice from suitably experienced consultants on some or all of the following matters:

- Stream bank stability
- Flooding
- Stormwater quality and quantity management
- Weed Treatment and Removal Strategies
- Geotechnical slope stability
- Water supply
- Arboricultural Management
- Sewerage
- Electromagnetic fields
- Bushfire management
- Acid sulphate soils management
- Vegetation/ environmental management
- Wetland design and construction
- Irrigation specification / design

Such reports, investigations and designs will be relevant to the assessment of any application and should be provided to support the proposal.

2.4.0 DESIGN STANDARDS

Council's Landscape Design Code provides overall outcomes as well as specific outcomes and probable solutions for the various elements of landscape design and construction. Supporting strategies and implementation provisions are set out in associated planning scheme policies such as this policy.

The design, construction and maintenance of *Operational Works - Landscape* must satisfy the relevant overall outcomes of all applicable codes. This would normally be achieved by incorporating the probable solutions set out in those applicable codes and the requirements of the relevant provisions of the associated planning scheme policies.

2.5.0 NON-CONFORMING DESIGNS

Non-conforming designs will be considered on their merits. These proposals must still satisfy the relevant overall outcomes of the applicable codes. All non-conforming proposals must be clearly identified as such in the application and justification given for their use. Failure to identify such non-conforming proposals will delay the assessment of the development application and may result in its refusal.

2.6.0 DRAWING CERTIFICATION

All **Operational Works – Landscaping** drawings are to be endorsed with the following certification of the Landscape Consultant responsible for the design:

I, (*Landscape Consultant's Name*) being a duly authorised representative of (*Consulting Firm or Company*) hereby:

- certify that this drawing complies with all relevant conditions of prior approvals issued by Council and other approval authorities;
- certify that this drawing and supporting documents comply with Planning Scheme Policy PSP 31 – Works in Public Open Space and Planning Scheme Policy PSP 30 – Landscape Design, as well as the provisions of the PineRiversPlan and all other Council policies;
- certify that where specific approvals have been given by the Manager Parks, Reserves and Landscape Services this drawing is in accordance with those approvals; and
- I accept responsibility for this certification.

Certification for
Stage (*Stage Number*) by (*Signature*) on (*Date*) for (*Company Name*)

Note: Where consulting firms or company and stage numbers do not apply, complete N/A for 'not applicable'.

Where landscaping is proposed within road reserves, drawings are also to be endorsed by a Registered Professional Engineer with the following certification:

I (*Consulting Engineer*) being a duly authorised representative of (*Consulting Firm or Company*) and a registered professional engineer with experience in traffic engineering, hereby certify that:

- I have reviewed the proposed landscaping works shown on this drawing and those works do not compromise required sight distances for drivers of vehicles operating on the roads where landscaping works are proposed or represent an unacceptable risk to traffic safety; and
- I accept responsibility for this certification

Certification for
Stage (*Stage Number*) by (*Signature and RPEQ number*) on (*Date*) for (*Company Name*)

Note: Where consulting firms or company and stage numbers do not apply, complete N/A for 'not applicable'.

2.7.0 PRE-DESIGN MEETING

An informal pre-design meeting between Council Officers and landscape designers can be arranged on request. These meetings enable designers to gain preliminary comment on their design proposal. By its nature, it is not possible for a detailed or exhaustive assessment to be carried out at a pre-design meeting and the intended purpose of such meetings is to assist designers in identifying possible issues that should be addressed in an application.

Council strongly encourages applicants to seek and participate in these meetings to ensure important issues are addressed early in the design phase and to minimise delays with approvals.

2.8.0 OWNERS CONSENT

Where works are proposed in private lots not owned or under the control of the development proponent, a copy of the current owner's written consent to the proposal (drawings and specifications) is to be submitted to Council with the application.

2.9.0 APPLICATION FORMS, FEES AND BONDING

Application forms and Council's fee schedule are available from Council's Strathpine office and from Council's website www.pinerivers.qld.gov.au or from the website of the Queensland Department of Local Government and Planning. The application forms are those provided by the State government.

Council's fee schedule includes its current fees for assessment of applications and supporting documents and reports. Full payment of the relevant fees at the time of lodgement of the application is essential, as are the other mandatory requirements of the *Integrated Planning Act 1997*, to ensure a properly made application.

The application fee for **Operational Works - Landscape** in public open space charged on lodgement covers:

- Assessment of the documents initially lodged and the issue of the subsequent decision notice;
- A pre-start meeting prior to landscape construction;

- The construction inspections identified in the subsequent development approval for the landscape works;
- One On-maintenance inspection;
- One Off-maintenance inspection; and
- An audit inspection (when required).

Note: Applications for reticulated water supply for drinking purposes or irrigation will need to be made direct to Pine Water following approval of the **Operational Works - Landscape** application. The development proponent will be responsible for the payment of all applicable fees for the connection to Council's mains.

If re-assessment of the application is required or the initial landscape on and off maintenance inspections determine that the works are not in accordance with Council requirements, a further fee may be charged for the re-inspection or assessment.

Note: A performance bond will be required to cover all completed **Operational Works - Landscape** in public areas and any such bond will be retained by Council for the duration of the maintenance period. The bond will only be released upon acceptance of both civil and landscape components off-maintenance and may be called upon by Council to allow completion of works required under the development approval.

The amount of any such bond is to be no less than 5% of the capital works tender value.

2.10.0 CHECKLISTS

Checklists should be used to assist in the preparation of Detailed Landscape Plans and to facilitate a final design check prior to lodgement for approval.

It is the responsibility of the applicant to ensure that the submitted Detailed Landscape Plans are in accordance with current checklists and have the appropriate details.

The following relevant checklists are available from Council:-

- Application Checklist;
- Parks Facilities Inspection Checklist;
- Parks Structures Inspection Checklist;
- Irrigation and Water Services Checklist; and
- On-maintenance/ Off-maintenance Checklist.

2.11.0 LODGING THE APPLICATION WITH THE ASSESSMENT MANAGER

Lodgment of the Development Application for Operational Works - Landscape (Detailed Landscape Plans)

Applications for **Operational Works - Landscape** are to be lodged with the Assessment Manager (generally Council) in accordance with the relevant provisions of the *Integrated Planning Act 1997*.

In addition to the completed mandatory forms and the appropriate fees, the applicant must provide all relevant drawings, specifications and other supporting material such as the completed Application Checklist. Colour drawings are acceptable provided that they are legible when copied in black and white. Where drawings larger than A3 size (e.g. A1) are provided, at least one A3 copy of each drawing must also be submitted. Drawing line work and text must be clear and have a minimum text size no less than 4.0mm. Preferred sheet sizes, scales and dimensions are set out in **Appendix A**.

Every development application for **Operational Works - Landscape** is to include three (3) copies of the following:-

- a Landscape Site Survey and Analysis (refer to **Appendix C**);
- an Infrastructure Schedule (IS) (refer to **Appendix E**);
- a Public Open Space Management Plan (required for proposed open space areas to be transferred to Council) (refer to **Appendix F**);
- a Public Open Space Maintenance Schedule (refer to **Appendix H**); and
- a Detailed Landscape Plan/s (refer to **Appendix I**).

The applicant should provide sufficient information with the application to allow the Assessment Manager to properly consider all relevant matters and make a decision. This would normally include the relevant technical reports required to support the application.

As part of the assessment process, the Assessment Manager may request that further information be supplied or that amendments be made to the documentation. Failure to supply such additional information or failure to make the required amendments could delay the assessment of the application and may result in refusal of all or part of the application.

3.0.0 Following the Issue of the Development Permit for Operational Works - Landscape

3.1.0 PRE-START

Prior to the commencement of any landscape construction works, an on site pre-start meeting must be held between the following persons:

- the developer's landscape works supervisor (Council recommends that the Landscape Designer involved in the preparation of landscape plans also be in attendance at the pre-start meeting);
- the appointed landscape contractor; and
- a representative from the appropriate Department of Council.

Final drawings incorporating all amendments required by conditions of the development approval are to be lodged with Council prior to the meeting being held.

3.2.0 DESIGNER'S ROLE DURING LANDSCAPE CONSTRUCTION

Council recommends that the landscape construction supervisor liaise with the project manager and landscape designer during the landscape construction phase to ensure compliance with the design intent of the approved plans

The landscape designer's involvement in a supervisory role at the outset would normally ensure efficient integration of landscape outcomes with the civil design process at all stages of the landscape approval and construction process.

Note: Council requires that any landscape designer involved in a site supervisory role be appropriately experienced and qualified to supervise construction of **Operational Works - Landscape**.

3.3.0 COUNCIL INSPECTIONS DURING LANDSCAPE CONSTRUCTION

An officer of Council may conduct random audit inspections of works during construction to ensure compliance with Approved Landscape Plans, conditions of approval, and the Public Open Space Management Plan. Conditions of approval may also call for stage inspections, for example:-

- to check dimensions of excavations;
- to verify drainage meets specifications;
- to check material qualities;
- to ensure irrigation mains meet specification prior to backfilling trenches; and
- to assess the form, vigor and quality of plants prior to installation.

Note: Staged inspections and inspection requirements will be confirmed at the pre-start meeting.

3.4.0 ON MAINTENANCE INSPECTION

Following completion of all aspects of **Operational Works - Landscape** construction, the developer's landscape works supervisor is to liaise with an authorised officer of the Council Department responsible for the maintenance of public open spaces to conduct a joint on-maintenance inspection against the conditions of development approval, the approved design and current checklists. Inspections are to be arranged no less than 5 business days in advance and will only be conducted Tuesday to Thursday between the hours of 9:00am and 3:00pm unless otherwise agreed to by the Manager of the Council Department responsible for the maintenance of public open space.

Note: Council will only carry out a formal on-maintenance inspection upon completion of all required landscape and irrigation works. Accurate as-constructed plans are to be lodged with Council prior to any landscape and irrigation works being commissioned and accepted on-maintenance. The landscape designer is to be present at this inspection to certify compliance with approved plans. Commissioning and acceptance of landscape and irrigation works will be assessed against accurate as constructed plans and the appropriate Council Checklist.

Once satisfied that all required works have been completed and required documentation (including 'as constructed' drawings in accordance with Appendix B) have been received, Council will issue written confirmation of Acceptance of the works On-Maintenance. The 'on maintenance' date shall be confirmed in writing and be the date at which Council is satisfied that all requirements have been met.

The maintenance period for **Operational Works - Landscape** (hard and soft) and irrigation system is to be no less than twelve (12) months from the date that the works are accepted 'on maintenance' by Council unless otherwise prescribed in a condition of development approval for those works.

Council is aware that contemporary design has the potential to deliver built or planted outcomes which may not stabilise, mature or evolve sufficiently within a 12 month period of normal seasonal maintenance duration. In

particular instances, the standard minimum twelve (12) month maintenance period may not be appropriate for the nature or sensitivity of the specific landscape and a longer maintenance period will be prescribed in the conditions of development approval for such works. Examples may include wetlands and waterways, Stormwater Quality Improvement Devices (SQIDS), advanced tree transplants and complex built structures.

3.5.0 MAINTENANCE PERIOD REQUIREMENTS

Following acceptance of the works on-maintenance, they may be inspected at any time by an authorised officer of Council to ensure they are being maintained to a level which encourages establishment of the approved landscaping and in compliance with the Landscape Asset Maintenance Schedule (LAMS).

The developer is required to provide documented evidence of compliance with the LAMS whenever reasonably sought by an authorised officer of Council.

Maintenance not in accordance with the approved LAMS and conditions of development approval may result in a requirement to rehabilitate the landscape (at the development proponent's expense) and extension of the maintenance period.

Note: Council encourages that the landscape designer be retained to provide ongoing consultancy as required during the maintenance period to facilitate acceptance of the works off maintenance.

3.6.0 OFF MAINTENANCE INSPECTION

An 'off maintenance' inspection shall only be conducted at expiration of the maintenance period and upon written request from the development proponent. The written request shall be made directly to the Manager of the Council Department responsible for the maintenance of public open space, identify the development and quote Council's reference number. Inspections shall be sought no less than 5 business days in advance and will only be conducted Tuesday to Thursday between 9:00am and 3:00pm unless otherwise agreed to by the Manager of the Council Department responsible for the maintenance of public open space.

The inspection will be conducted by assessing the works against the as *constructed* drawings submitted at on-maintenance and the relevant inspection checklist available on Council's website.

Prior to acceptance off-maintenance, playground equipment and associated undersurfacing is to be re-inspected and re-certified by the manufacturer's representative as complying with the same standards as identified on the on-maintenance certification. The re-inspection and re-certification inspection must be conducted not less than 11 months after the original certification.

Specific expertise may be seconded by Council for the purpose of comprehensive inspection of assets proposed for handover within Public Open Space.

Council may not accept off maintenance any work that does not meet plan specification, the relevant conditions of development approval, the approved LAMS or which have foreseeable capital input demands in the following 12 months that exceed normal maintenance.

Note: Council requires that the Landscape Designer be present at the Off-Maintenance Inspection.

Appendices

APPENDIX A - STANDARD DOCUMENTATION REQUIREMENTS

In preparing a design and specification for **Operational Works – Landscape**, it is imperative that the submission is clear, legible and meets the minimum standards prescribed in this policy as appropriate to the scale, complexity and sensitivity of the works and their surroundings. If the documents do not meet this standard they may be sent back to the applicant for appropriate amendment prior to re-submission (and may incur a re-submission fee) or the application may be subject to an information request.

Preferred Sheet Sizes

The following table should be used to assist in appropriate sheet size selection for landscape plans and specification.

Sheet Size	Requirements
A0, B series	<ul style="list-style-type: none"> suitable depending on type and size of development (not preferred by Council);
A1	<ul style="list-style-type: none"> ideal size for Detailed Landscape Plans;
A3	<ul style="list-style-type: none"> suitable for Site Analysis depending on size and type of development; suitable for minor works and construction details; and
A4	<ul style="list-style-type: none"> suitable for specifications and construction details.

Scale

The following table is to be used to assist in appropriate scale selection:

Scale	Landscape Plan/ Details
1:1000	Landscape Site Analysis at A3
1:100/1:200	General Detailed Landscape Plans
1:500	Streetscape Plans at A3
1:50, 1:20	Construction Details

Dimensioning Landscape Plans

Council recommends that all linear dimensions be specified in metres or millimetres, slopes be indicated in ratio or percentage format and levels be specified in relation to AHD (Australian Height Datum).

APPENDIX B – AS CONSTRUCTED DRAWINGS

“As constructed” drawings and associated information will be used by Council as a record of constructed assets and to assist in the future maintenance of these assets.

“As constructed” drawings are to be presented as A1 (841mm x 594mm) black ink drawings on either polyester film or tracing paper (linework and shading are to be presented as black or grey scale). Drawings are to be in accordance with the Scales specified in Appendix A of this policy.

Work originally included in the design drawings and omitted from construction shall be crossed out on the drawings and deleted from associated information.

All “as constructed” drawings are to be certified by the Landscape Consultant using the following certification:

I, (*Landscape Consultant’s Name*) being a duly authorised representative of (*Consulting Firm or Company*) hereby:

- certify the information contained in this drawing is an accurate “as constructed” representation of the works,
- accept responsibility for the “as constructed” information contained in this drawing,
- acknowledge the “as constructed” information contained in the drawing may be relied on by Council and others.

Certification for
Stage (*Stage Number*) by (*Signature*) on (*Date*) for (*Company Name*)

Note: Where consulting firms or company and stage numbers do not apply, complete N/A for ‘not applicable’.

Where landscaping is within road reserves, “as constructed” drawings are also to be endorsed by a Registered Professional Engineer with the following certification:

I (*Consulting Engineer*) being a duly authorised representative of (*Consulting Firm or Company*) and a registered professional engineer with experience in traffic engineering, hereby certify that:

- I have reviewed the constructed landscaping works shown on this drawing and the works do not compromise required sight distances for drivers of vehicles operating on the roads where landscaping works are constructed or represent unacceptable risk to traffic safety.
- I accept responsibility for this certification,
- I acknowledge the “as constructed” information contained in the drawing may be relied on by Council and others.

Certification for
Stage (*Stage Number*) by (*Signature and RPEQ number*) on (*Date*) for (*Company Name*)

Note: Where consulting firms or company and stage numbers do not apply, complete N/A for ‘not applicable’.

APPENDIX C - LANDSCAPE SITE SURVEY AND ANALYSIS

A detailed and comprehensive site survey and analysis is the foundation of any good design and is required as a part of an any development application for **Operational Works - Landscape**. The main objective of the site analysis is to ensure that a coherent design is achieved which:

- identifies the constraints of the site;
- highlights the site's opportunities; and
- shows the important aspects of the surrounding environment.
- The preparation of a Site Survey and Analysis Plan will assist the designer in Landscape Plan documentation. The site survey and analysis plan should be drawn to scale and should include, where practicable:
 - existing and proposed contours;
 - identification and extent of previously filled areas;
 - drainage patterns and the extent of the upstream stormwater catchment area;
 - 100 year ARI, 50 year ARI and 20 year ARI floodlines for any adjacent rivers, creeks, open drains and waterways;
 - any existing dams on or adjacent to the land;
 - existing natural and cultural features;
 - significant vegetation including tree preservation areas;
 - features with identified heritage value;
 - all existing services and easements on or adjacent to the site and its road frontage;
 - all existing and proposed pedestrian and vehicular routes on or adjacent to the land;
 - existing buildings and structures on or adjacent to the land including whether or not those structures on the land are to be retained with the development;
 - difference in levels between the subject land and adjacent properties;
 - significant noise sources;
 - views to, from and within the site;
 - microclimate conditions such as prevailing winds;
 - integration with existing public facilities and access networks;
 - location of important landscape features (including landmarks) in the vicinity of the land; and
 - issues relating to local landscape character and visual amenity.

The list above is not exclusive.

APPENDIX D – PARK CATEGORIES AND INFRASTRUCTURE REQUIREMENTS

Conditions of any development approval which requires the dedication of public open space will specify the category of that open space (park). Any subsequent development application for **Operational Works - Landscape** on land to be dedicated as public open space must demonstrate that the Desired Standards of Service (DSS) identified for that category of public open space (park) will be provided.

The DSS for public open space are expressed in terms of location, proximity to target users and infrastructure requirements through a combination of spatial standards and performance criteria. These standards/criteria ensure that an adequate quantity and quality of community infrastructure (public recreation land and infrastructure) is provided and is distributed equitably through the Shire, as well as providing a framework for planning and accommodating future demand and community needs. The DSS aims to:-

- improve the existing facilities in a manner which enhances the accessibility and well being of users through the development of a range of settings and opportunities
- provide a range of settings and opportunities that are managed to ensure optimum and integrated use
- ensure the level and intensity of use and development is sympathetic to the capability of the physical setting, facilities and the amenity of surrounding areas
- ensure that responsibility for improvements and maintenance reflects the use rights / lease agreements of key user groups
- ensure that safety and security are considered in all aspects of design, development and management of the physical setting and facilities
- promote a high level of visual quality through landscaping, maintenance and the sensitive design of any new facilities
- encourage community involvement in, and 'ownership' of, the physical setting and facilities
- cater for people of different age groups, gender, and cultural background, level of mobility, education level and economic status

Note: This does not apply to infrastructure provision within constrained open space areas, such as powerline easements, drainage reserves, land under Q20 floodline, refuse tips, sewerage treatment plants, contaminated land, cemeteries, depots, and the like.

The DSS for all park types can be found in Part 2 of the background study to the *Priority Infrastructure Plan for Local Community Purposes*.

APPENDIX E – INFRASTRUCTURE SCHEDULES (IS)

An Infrastructure Schedule specifies the use, siting guidelines, construction material, colour, style, supplier/manufacturer and construction details for public open space infrastructure.

Infrastructure items include, but are not limited to, seats, bins, picnic shelters, play equipment, bollards, drink fountains, tables, fencing, community art, and BBQs.

Infrastructure Schedules (IS) must include the following components:

- **Use** – brief description of what the item is used for;
- **Siting Guidelines** – specific information relating to the siting of the infrastructure item and its context within the immediate environment;
- **Construction Material** – list all components used in the constructed item;
- **Surface Treatment and Finish** – information on finished surface treatments and finishes;
- **Style** - style name and number;
- **Supplier/ Manufacturer** – manufacturer's name, postal address and phone and fax number;
- **A photograph/ graphic image;** and
- **Construction details.**

Note: All infrastructure items identified in the IS must comply with relevant Australian Standards, the Landscape Design Code and any other applicable planning scheme code or policy.

APPENDIX F – PUBLIC OPEN SPACE MANAGEMENT PLAN (POSMP)

The Public Open Space Management Plan relates primarily to proposed open space areas intended to be transferred to the ownership or trusteeship of Council. The management of these areas is considered high priority and Council expects that developers will provide for appropriate standard of management in their planning for such areas.

A Public Open Space Management Plan must form part of any development application for **Operational Works - Landscape** in public open space.

The Public Open Space Management Plan is to specifically address (but is not limited to):

1. **Management of the Open Space Asset during Landscape Construction** (Refer to the Landscape Design Code and Policy and any other relevant Planning Scheme Code for guidance). The POSMP should address the following:-

- delineation of proposed public open space areas;
- identification of defined areas suitable for material handling and stockpiles, haul routes, compounds, car parks, site offices and the cleaning and servicing of machinery;
- processes for soil decompaction, rehabilitation and revegetation of these defined areas at the end of the construction phase;
- location and details of drop off points for material associated with **Operational Works - Landscape**;
- identification and details of dust suppression measures;
- identification of defined areas of vehicle exclusion for the purpose of flora and fauna conservation;
- details of significant vegetation to be protected, retained or relocated including the delineation and fencing of that vegetation;
- location and details of all proposed on-site sediment, stormwater runoff and erosion control measures;
- methods and details of disposal of vegetation approved for removal;
- methods of control of declared plants and recognised environmental weeds;
- methods and details of disposal of rubbish and other deleterious material;
- methods and details relating to the conservation of valuable seed banks;
- identification and details of tree removal and pruning works;
- measures for protection or translocation of any fauna on site (where appropriate);
- fire hazard mitigation measures eg. fire trails and water storage facilities. (Reference to be made to Bushfire Management Plan (BMP) if called for in conditions of preceding development approvals);
- details of measures for maintaining appropriate water quality (if appropriate);
- location and details of temporary access for vehicles and site construction personnel;
- access/protection to any infrastructure services;
- location and details of any enclosures including their proximity to site boundaries;
- a traffic control plan where works are carried out on an existing road; and
- other management issues specifically identified in the site analysis and design process as warranting attention.

2. **Condition of Open Space at and between “On” and “Off” Maintenance**

All open space areas are to be at a standard acceptable to Council at 'on' and 'off' maintenance. These areas should not require any work, other than normal maintenance work, to be undertaken following the “off” maintenance inspection. Works involving capital input in excess of normal maintenance requirements and will not be accepted off maintenance. The scope of issues to be addressed is detailed in the On-Off Maintenance Checklist.

3. **Ongoing Management/ Maintenance of Open Space Asset following acceptance “off” maintenance**

Council requires that an ongoing **maintenance and management regime** be developed to provide Council with a clear indication of future management issues. This will in turn facilitate appropriate resource allocation and efficient maintenance and management of the open space asset. The Public Open Space Management Plan should address the following:

- identification of the purpose of the open space area including objectives for future use;
- details of actions for each proposed facility within the open space area;

- future management and maintenance regimes for protection of significant vegetation areas, ecological systems, waterways and fauna;
- future management of bush fire hazard areas (only where appropriate);
- management of domestic farm/feral animals (if appropriate);
- tree management procedures;
- future management and maintenance regimes for sediment and erosion control devices;
- proposed future need for infrastructure facilities;
- maintenance of built form and hard surfacing;
- management and control of declared plants and recognised environmental weeds;
- management of rubbish;
- future management and maintenance regimes for stormwater quality improvement devices for water quality management;
- play equipment and undersurfacing maintenance;
- irrigation servicing schedules; and
- painted surfaces maintenance.

APPENDIX G – LANDSCAPE ASSET MANAGEMENT STANDARDS (LAMS)

Council's Landscape Asset Management Standards provides a maintenance program for all landscape assets and provides the structure for the developer's Landscape Asset Maintenance Schedule.

Council's Landscape Asset Management Standards are available on Council's website.

APPENDIX H – LANDSCAPE ASSET MAINTENANCE PROGRAM (LAMP)

The developer's Landscape Asset Maintenance Program is to identify specific maintenance requirements for landscape assets. The Landscape Asset Maintenance Program is to be specific to the site and park category and is to be based around a seasonal cycle of maintenance.

Council requires that a Landscape Asset Maintenance Program be provided as part of the development application for **Operational Works - Landscape** in any public open space.

APPENDIX I - DETAILED LANDSCAPE PLAN/S

Detailed Landscape Plans provide the detailed specifications and documentation for **Operational Works - Landscape**. Specifically, they contain information relating to the construction of **Operational Works - Landscape** and associated maintenance requirements/ regimes. Such plans are to include:

- **Operational Works - Landscape** Construction Details / Plans (including a Quantity Schedule);
- Planting Plans; and
- Irrigation Details.

Planting Plan Requirements

Planting Plans should be prepared in accordance with the following requirements:

- Plant Schedules are to be provided on all Planting Plans. Such schedules are to be divided up into Street Trees, Trees, Shrubs, Groundcovers etc.
- Vegetation is to be described in the Plant Schedule by Botanical names in conjunction with Common Names. Listings are to be in alphabetical order of botanical names.
- Quantity and pot size of each individual species used in the planting design must be included on the plant schedule.
- Approximate calliper size at planting of trees having a rootball size > 300mm is to be included on the Plant Schedule.
- Height and Spread at planting of trees only in rootball size > 300mm are to be included on the Plant Schedule. Indication of height and spread of other species is optional.
- In single species mass planting and replicated module mixed planting, the spacing and density of groundcovers, grasses, shrubs and trees is to be shown on the planting schedule as spacing distance and/ or plants/m²

- The setback distance of all shrub, grass and groundcover plantings from garden bed edges is to be included.
- The schedule is to show in m² the designer's calculation of the aggregate amount of mulched areas for future maintenance.
- All selected species are to be notated on the planting plan using either the Botanical Name of the species or by using code (referred to on the Plant Schedule). The following tables provide guidance in using code:

Botanical Name:		
BUCKINGHAMIA celsissima:		
(Genus)	(Species)	
Code:		
BUC	Cel	

Botanical Name:		
CALLISTEMON viminalis CAPTAIN COOK:		
(Genus)	(Species)	(Cultivar)
Code:		
CAL	v	CC

Botanical Name:		
CALLISTEMON EUREKA:		
(Genus)	(Cultivar)	
Code:		
CAL	EUR	

Irrigation Details

The irrigation concept and major components are to be specified on the Landscape Plans submitted for approval.

Note: Applicants are advised to contact Pine Water promptly following Plan Approval to arrange for installation of metered water supply.

Quantity Schedule

Quantity Schedule

The following information is to be presented on the plans as a schedule:

- Aggregate area in m² of turf areas;
- Aggregate area in m² of seeded areas;
- Aggregate area in m² of hydro-mulched areas;
- Aggregate area in m² of mulched/ planted areas;
- Lineal metres of mowing edges; and
- Lineal metres of path edges.

This would also assist the designer in the preparation of the Land Asset Management Schedule and the developer's contractor to price and construct the works.

Amended Quantity Schedule

An amended Quantity Schedule identifies changes that have occurred between the Approved Plan and the built result. Such a schedule forms an integral part of the "as constructed" details required prior to the works being accepted "on" maintenance.

This Schedule is used to quantify changes from the original approved plans and any other changes that will impact on the cost of scheduling of Public Open Space maintenance services.

REVIEW TRIGGERS

This policy is reviewed internally for applicability, continuing effect and consistency with planning scheme and other legislative provisions when any of the following occurs:-

- (1) the planning scheme is amended;
- (2) the planning scheme is replaced by a new planning scheme;
- (3) amendments which affect the allowable scope and effect of a planning scheme policy are made to the Integrated Planning Act 1997; and
- (4) other circumstances as determined from time to time by a resolution of Council.

RESPONSIBILITY

This policy is to be:-

- (1) Implemented by the Manager, Parks Reserves and Landscape Services; and
- (2) Reviewed and amended in accordance with the Review Triggers by the Manager, Strategic Direction in consultation with the Manager, Parks Reserves and Landscape Services.