

# Form: Verge garden including planter boxes application form

Document Number: 2020/316872

## Completing the checklist

- Make sure you can answer 'yes' or 'NA' to all questions in the checklist, if you can't, your verge or garden idea may not be suitable – you can contact Council if you have questions or queries about the checklist or verge gardens on 1300 581 299.
- Indicate what elements you are planning to include in your verge garden and attach a plan of your verge garden.
- You can return this application form to Council by email [council@bayside.nsw.gov.au](mailto:council@bayside.nsw.gov.au) marked 'Verge Garden Application Form' attn. Certification Unit or return to any of Council's customer service centres.
- After you have received written approval from Council you may begin your verge garden.
- All approved verge gardens will be recorded on Council's public geographic information system.
- You are responsible for maintaining your garden, keeping it safe, clean, healthy and attractive. Council officers may issue clean-up notices to residents who fail to maintain verge gardens in a safe and satisfactory condition.
- You can get more information on verge gardening, including Council's Community and Verge Gardening Policy on Council's website.

Verge garden checklist	Y	N
1. I do not live on a State or collector road. (You can check your road here <a href="https://www.bayside.nsw.gov.au/index.php/guides/online-maps">https://www.bayside.nsw.gov.au/index.php/guides/online-maps</a> . Collector and State roads are coloured yellow).		
2. I do not live opposite/next to a school, childcare, hospital or shopping centre.		
3. I do not have timed parking or parking restrictions on my street.		
4. The verge where I plan to put my garden is located directly in front of my property.		
5. The verge where I plan to put my garden is more than 2m wide (not including the footpath).		
6. I have spoken to my neighbours and they support the installation of a verge garden.		
7. My owners' corporation of my strata scheme supports the verge garden.		
8. I have obtained consent from my landlord prior to installing my verge garden and have ensured that the garden is included on the owner's public liability insurance.		
9. I have contacted Dial Before You Dig and have identified any underground services in the verge.		
10. All digging will be carried out by hand with no excavation deeper than 30cm. Mechanised tools and equipment will not be used and care will be taken around drain pipes.		
11. I will not plant vegetation more than 100cm high on the verge or 60cm in planter boxes.		
12. I will not include any of the following in my verge garden; artificial turf, stakes, raised garden edging, guide wires, ornaments, paving, inorganic mulch (gravel or pebbles), slippery, sharp or loose materials.		

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13. I will not prune or remove street trees.		
14. I will leave a distance of 1.5m between a street tree and my verge garden.		
15. I will not cut damage or remove tree roots to facilitate planting in my verge garden.		
16. I will provide access paths through my garden every 2.5m.		
17. I will not allow run-off of materials such as water, soil, mulch or debris onto the footpath, road or into drains.		
18. I will maintain my verge garden to ensure it is safe, tidy, and attractive.		
19. I will not leave tools, materials, equipment etc. on the footpath while working on my verge garden.		
<b>Please tick all elements you would like to include in your verge garden, how many and of what type.</b>		
Planter boxes	Fruit trees	
Groundcovers	Shrubs	
Seating	Other	
<b>Applicant declaration</b>		
I have completed the above checklist accurately and honestly and confirm that my verge and garden meets the requirements of the Bayside Community and Verge Gardens Policy.		
Name		
Address		
Signature		Date
<b>Attachments</b>		
<ul style="list-style-type: none"> <li>Please attach a plan of your verge garden indicating all elements such as location of planter boxes, property boundaries, driveways, street frontage, footpath, street trees etc.</li> <li>Please attach a copy of the householder's public liability insurance certificate to the value of \$20,000,000 that shows inclusion of the verge garden.</li> </ul>		

**Privacy Statement;** The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website.

**Rockdale Customer Service Centre**  
444-446 Princes Highway  
Rockdale NSW 2216, Australia  
ABN 80 690 785 443

**Eastgardens Customer Service Centre**  
Westfield Eastgardens  
152 Bunnerong Road  
Eastgardens NSW 2036, Australia  
ABN 80 690 785 443

**T 1300 581 299 | 02 9562 1666**  
**E [council@bayside.nsw.gov.au](mailto:council@bayside.nsw.gov.au)**  
**W [www.bayside.nsw.gov.au](http://www.bayside.nsw.gov.au)**

**Postal address:** PO Box 21, Rockdale NSW 2216



**Telephone Interpreter Services - 131 450**

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