



Clarence... a brighter place

Landscape Planning Process

Commercial Developments

Planning process

For commercial developments where a planning permit condition requires landscaping to be provided, the developer is typically required to adhere to the following process:

1. Submit a draft landscape plan (guidance is provided within the document *Preparing Landscape Plans For Development Applications* available on the Council website) to Council
2. The draft landscape plan is reviewed by Council with any changes/suggestions flagged [Note: it is rare that a first draft of a landscape plan is approved without any changes]
3. When the landscape plan is considered satisfactory it is officially stamped as 'approved' by Council. A copy of the approved landscape plan is retained on file and is also typically returned to the developer (or their appointed representative)
4. The developer pays a landscape bond of 1.5 times the estimated cost of proposed landscaping works to Council. This landscape bond is held by Council as security to ensure the landscaping works are undertaken
5. The developer undertakes all necessary landscaping works in accordance with the approved landscape plan prior to the issue of a certificate of likely compliance for building works (i.e. prior to anyone being able to occupy the premises)
6. The developer requests a landscape plan compliance inspection (refer to specific details below)
7. Once the landscaping is deemed compliant, the landscape bond is then returned to the developer.

Request a landscape plan compliance inspection

Make a written (email) request to Clarence City Council's Planning Unit

(cityplanning@ccc.tas.gov.au) for a landscape plan compliance inspection.

Please include the property address (e.g. 123 Landscaping Lane, Lawnsville) and development/planning permit number (e.g. 2020/0123456) in this request.

An inspection will be scheduled generally within one week of receipt of a written request.

Features of a landscape plan compliance inspection

A landscape plan compliance inspection compares the on-ground situation with the adopted landscape plan, incorporating any pre-approved (by Council) addendums made to the plan. There is no requirement for the applicant to be present during a compliance inspection, but it can assist in acknowledging and resolving any issues that are identified.

During the inspection, the council officer will typically examine attributes such as:

- Planting success – there is an expectation that no failed plants will be present
- Adequate and consistent depth of mulch and/or ornamental stone throughout
- Signs that regular watering has/can be conducted
- Lack of noticeable weeds within garden beds/along fencelines/throughout grassed areas



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- Lawn areas cut and edged relatively regularly
- Lawn areas relatively free of broadleaf weeds and/or bare patches
- Absence of litter/green waste/hard waste
- Minimal damage caused by vehicles/trailers/equipment, especially to the nature strip/s
- Partially attached or fallen branches are not creating a nuisance
- Any material stockpiles removed and areas adequately rehabilitated.

Any non-compliance will be noted with exemplar photographs taken. Follow up rectification works will then be requested. Should any follow up rectification works be required, the process will start again (i.e. once rectification works are complete a new written request is lodged and another inspection occurs).

Return of landscaping bond

Should the inspection be deemed fully compliant, the bond return process will commence. In order to receive funds the following details are required to be provided in writing:

- Payee name
- Payee address
- Payee bank name
- Payee bank account name
- Payee bank account number
- Payee bank BSB number
- Contact name
- Contact email address
- Contact telephone number

The timing of repayment of funds depends on the proximity of a lodged request to the regular monthly processes of Council's Financial Unit.

Please allow up to four weeks for payments to be fully processed.