

DOC 456748[V2] ROAD VERGE TREATMENT MANAGEMENT POLICY(2)

POLICY STATEMENT

The City of Bunbury encourages owners to upgrade and maintain the road verge adjacent to their property.

POLICY SCOPE

This Policy relates specifically to minor upgrades to a verge area immediately adjacent to a property.

POLICY DETAILS

Concessions may be granted through a planning application process if it is outlined that the adjoining land owner proposes to upgrade and maintain the verge as part of their development. It is important to note that the verge area remains the responsibility of the City of Bunbury, and is available for all to use in accordance with relevant City of Bunbury requirements.

Accordingly land owners proposing to upgrade and maintain the verge must consider the following:

- size and scale of proposed soft landscaping, including future maintenance requirements;
- pedestrian and vehicle access requirements;
- City of Bunbury approved activities / uses on the verge (i.e the establishment of permanent private parking not supported); and
- storm water retention.

POLICY PROCEDURE

Application is to be made on the approved form (Appendix 1) and formal approval must be granted prior to any works commencing. The application is to include a landscape plan of the proposal; the applicable fee and be in accordance with Council's Local Government and Public Property Local Laws.

1. General

- 1.1 Any works other than turfing of the verge (including reticulation) requires the approval of the City. This approval is to be obtained prior to the commencement of these works.
- 1.2 A processing fee applies to this application.
- 1.3 New crossovers are not approved through this process. To make application for a new crossover please complete a crossover permit application available from the City of Bunbury.
- 1.4 The maintenance and safety of pedestrian access on a verge is to be priority and no part of the verge area is to be identified exclusively for private car parking.

- 1.5 No trees on a road verge shall be removed without prior written consent. Verge trees are a City of Bunbury Asset, unauthorised removal may result in an infringement notice being issued.
- 1.6 Planting of street trees in the verge area is encouraged on the provision that the site and location is suitable. Street tree(s) are available free of charge from the City pending the suitability. The tree species will be determined by the City. Tree(s) provided are to be installed by the City. For further information regarding street trees please contact the City's Open Space Department on 9792 7000.
- 1.7 The ongoing maintenance of a verge treatment remains the responsibility of the property owner.
- 1.8 Where a local government or any other authority empowered to do so under any written law disturbs a verge, the local government or authority is not liable to compensate any person for that disturbance nor replace or restore any verge treatment. However, the City of Bunbury or any empowered authority acting under a memorandum of understanding with the City will make every effort to return the verge to its original condition.
- 1.9 These procedures apply for both commercial and residential properties however due to activities that may occur in commercial areas these conditions may vary for commercial properties.

2. Landscape Plan

Verge treatment application must comply with the following;

- 2.1 Provide adequate access to the letterbox for mail delivery. Provide unobstructed pedestrian access of a stable material along the full length of the verge to a minimum width of 2m (where no footpaths or alternative pathways exist). Where possible, the access should be adjacent to the kerb and allow for clearance around signs, water meters, Telstra pits, fire hydrants and manhole covers etc.
- 2.2 Where there is a bus stop, unobstructed pedestrian access of at least 1.5m wide is to be provided around the bus stop and between the footpath and the bus stop.
- 2.3 The height and placement of plants must not obstruct sight distance for pedestrians and passing traffic. Particular care should be taken near corners and driveways.
- 2.4 Plants are not to encroach onto footpaths or the roadway.
- 2.5 There are not to be any holes or trip hazards in the verge including such things as steps, raised kerbing or water features.
- 2.6 Star pickets, stakes, spikes or other objects that may result in damage or injury will not be permitted.
- 2.7 The installation of bollards may be approved on a verge if their installation is for the purpose of establishing or maintaining a verge treatment. If bollards are to be installed they are to be in accordance with the requirements outlined in the IPWEA Local Government Guidelines for subdivisional development which includes:
 - (a) be made of wood, steel or a like material with a diameter of not less than 150mm;
 - (b) have no sharp or protruding edges that could cause injury, with the ends chamfered;

- (c) have a max height of between 750 to 900mm above ground and 450 to 600mm below;
 - (d) be clearly visible to pedestrian traffic and where applicable include reflectorized material;
 - (e) bollard spacing is not to be less than 1.2m or greater than 1.5m;
 - (f) a minimum distance of 1.2m is to be maintained from the back from the kerb line; and
 - (g) the protection of existing services above and/or below the ground during the installation works is the responsibility of the applicant. Any damage to the services will need to be rectified to the satisfaction of the relevant asset owner at the adjoining land owners cost.
- 2.8 Paving (brick, concrete, asphalt or similar) may only constitute one third (33%) of the residential verge area, including the crossover. The remaining verge area to consist of soft landscaping.
- 2.9 Materials such as compacted gravel / road base, crushed rock (minimum 20mm diameter), may only constitute half (50%) of the verge area including the crossover and footpath. The remaining verge area is to consist of soft landscaping.
- NB:** Blue metal, blue metal fines, limestone, or cracker dust will not be permitted as an approved material on a verge, as this type of material is commonly associated with parking bays and road networks.
- 2.10 Artificial lawn or similar proprietary product, may be considered as a semi permeable verge treatment, however the City will not be held responsible for any damages that may occur should any authorities or service providers need to perform works or gain access to the underground services within the verge area. The City stipulates that a permeable synthetic turf base be used to allow water/rain to penetrate and drain away freely.
- 2.11 The maintenance of irrigation equipment installed in the verge remains the responsibility of the property owner and its use must not inconvenience or cause hazard to pedestrians or passing traffic.
- 2.12 The existing ground level shall not be significantly altered as this may expose service authority facilities (telephone cables, water pipes, gas lines etc). The applicant shall contact service authorities and Dial Before You Dig (1100) and locate and protect all services within the road reserve.
- 2.13 No part of the verge should be established for the exclusive use of vehicle parking. Approval to establish a verge treatment is not an approval for vehicle parking on a verge. This also includes boats, caravans, trailers etc.
- 2.14 Retaining walls and other structures in road verges are generally not permitted. Any proposal to significantly alter the road verge by the construction of a retaining wall will require specific approval prior to any works commencing.
- 2.15 Raised garden beds and or vegetable gardens will be considered on an individual basis by the City, subject to suitability, location and existing and or proposed infrastructure within the verge area.

3. Options and General Conditions

TREATMENT	ACCEPTABLE MATERIALS	GENERAL CONDITIONS
Semi-permeable Treatment	Compacted Orange Gravel / Road Base (excluding blue metal and blue metal fines) Crushed Rock with a minimum diameter of 20mm Artificial Lawn	An existing tree or a new tree must exist within the verge area for a semi-permeable treatment to be approved. If no tree or soft landscaping is present, a maximum of 50% of the verge area (including the crossover and footpath) can be covered in a semi-permeable treatment. The remaining area shall comply with a <i>Soft Landscaping Treatment</i> as shown in this table
Hard Landscaping Treatment (non-permeable materials)	Brick Paving Concrete Asphalt	A maximum of one third (33%) of the residential verge area, including the crossover and footpath (if one exists) can be covered in a non-permeable treatment. The Manager Landscape and Open Space will consider applications of up to 50% cover in a non-permeable treatment if there is reasonable cause. The remaining area shall comply with a <i>Soft Landscaping Treatment</i> as shown in this table.
Soft Landscaping Treatment (permeable materials)	Lawn Mulch Planting	Soft landscaping treatments on the verge are encouraged by the City, providing that the conditions of this Policy are met. Vegetated verges have social and environmental benefits as they provide better drainage, shade, a cooler microclimate, a habitat for living organisms and generally a more attractive streetscape. Limestone and/or crushed aggregate is not permitted
The City of Bunbury encourages property owners to use water-wise materials and plants in verge treatments. The materials included in the table above are suggested materials only and other water wise materials may be considered.		

4. Species Selection

Plants selected must not be prickly, spiny, poisonous, cause allergic reactions, or have fruit that may cause a hazard to pedestrians or result in insect infestations. Consideration must be given to the size the plant will grow, to ensure it does not interfere with any other infrastructure including, but not limited to, bush shelters and overhead electricity lines. City of Bunbury staff can provide advice on appropriate plant species.

Some useful advice on water-wise planting and water saving hints can be found at:

www.watercorporation.com.au

5. The City's Responsibility

5.1 Inspection

Each verge treatment may be inspected by the City from time to time to ensure that the approved verge treatment is maintained to the required standard.

5.2 Breach

Should an approved verge treatment not comply with the granted approval, the City may notify the property owner to require the necessary changes be implemented within a specified timeframe. Any non-compliance and/or ongoing breach may result in remedial works being undertaken at the owners cost and/or the issue of penalty notices as applicable.

6. Applicants Responsibility

- 6.1. The applicant will be responsible for all costs involved in the establishment and maintenance of a verge treatment.
- 6.2. If required, a Traffic Management Plan must be submitted to the City of Bunbury for approval.
- 6.3. The verge treatment is to be maintained in a safe and tidy condition at all times.
- 6.4. The applicant accepts all liability in respect of damages to persons or property as a result of a verge treatment.
- 6.5. The applicant accepts that the verge remains public property and may be traversed by the public as and when required.
- 6.6. The maintenance of the verge including the watering and/or maintain is to be done in such a manner as to not cause a nuisance to the public.
- 6.7. Accept that any vegetation or infrastructure installed within the verge becomes the property of the City of Bunbury and that it may be modified or removed as required to accommodate works within the verge or road.
- 6.8. To contact service authorities and Dial Before You Dig on 1100 to locate all underground services prior to undertaking any works within the verge area and take all care to ensure that no damage is caused to underground services

COMPLIANCE REQUIREMENTS

LEGISLATION

- [City of Bunbury Local Government and Public Property Local Law](#)

INDUSTRY

- [IPWEA Subdivision Engineering Guidelines](#)

ORGANISATIONAL

- Application for Verge Treatment Form

Document Control					
Document Responsibilities:					
Owner:	Director Infrastructure	Owner Business Unit:	Manager Landscape and Open Space and Team Leader Parking		
Reviewer:	Manager Engineering	Decision Maker:	Executive Leadership Team ELT		
Document Management:					
Adoption Details	Res 38a/90 17 September 1990	Review Frequency:	biennial	Next Due:	2018
Review Version	Decision Reference:	Synopsis:			
DOC/456748[v2]	Council Decision 049/20 17 March 2020	Consolidate policies and corporate guidelines in accordance with revised Policy Framework. Convert CG to Management Policies			
DOC/456748[v1]		Converted from Mydocs to CM9			
CP-027955 V0.10	Manager Works & Services 11 November 2016	Form updated with revised application fee as approved by <i>Council – 16/17 adopted fees and charges</i>			
CP-027955 V0.8	ELT 22 April 2015	Reviewed with amendments			
CP-027955	12 February 2012				
Date Printed	6 January 2022				



APPLICATION FOR
VERGE TREATMENT PERMIT

Please submit application to: Manager Engineering and Civil, PO Box 21, BUNBURY 6231
 Application fee: \$50.00 Code T173
 Note: Fee payable at the time of lodging application.

OWNER & PROPERTY DETAILS

OWNERS NAME

LOT NUMBER STREET NUMBER

PROPERTY ADDRESS

SUBURB POSTCODE:

POSTAL ADDRESS

SUBURB POSTCODE:

PHONE EMAIL

CONTRACTOR PHONE

SIGNATURE OF APPLICANT: DATE:

I acknowledge the accompanying documentation and understand the City's requirements for this application

TYPE OF VERGE LANDSCAPING/TREATMENT PROPOSED

PLEASE COMPLETE A DIAGRAM OF VERGE LANDSCAPING/TREATMENT ON THE REVERSE OF THIS FORM

Is a Traffic Management Plan required? Yes / No

OFFICE USE ONLY

INITIAL INSPECTION	Date
APPROVED	Manager Landscape and Open Space
APPROVED	Manager Engineering and Civil
FINAL INSPECTION	Date

PLEASE COMPLETE *OR* ATTACH A DIAGRAM OF VERGE LANDSCAPING/TREATMENT PROPOSED

