



The Town has developed a Management Protocol (attached) to assist residents in placing play equipment on residential and recreational verges. These guidelines have been created in relation to the Local Government (Uniform Local Provisions) Regulations 1996, Town of Cottesloe Residential Verge Policy and the Management Protocol for Play Equipment on Street Verges.

Play Equipment Permitted (no permit required) includes tree attachments, are as follows:

- a. Swings;
- b. Ropes/ladders
- c. Platforms/structures (ie Tree Houses/Cubby Houses)
- d. Basketball hoops (fixed or mobile)

Do I Need a Permit?

If a resident of the Town of Cottesloe (The Town) complies with Section 1) - Street Tree Attachments and Other Exempt Items of the Management Protocol, then they do not need a permit. If a resident of the Town would like to place play equipment on the verge that does not comply with Section 1) and is therefore considered 'Other Play Equipment', of the Management Protocol, then a permit is likely to be required, and the below application will need to be completed for the Town's consideration.

Applicant details:

Name: _____

Address: _____

Contact phone number: _____ Email: _____

Preferred contact method: Phone: Email:

Location to which the permit applies

(Please enter the specific location/address details if different to above) :

Please describe the play equipment you wish to place on the verge (including dimensions) :

Draw a layout of the location and positioning of the play equipment:

Will this be permanently placed on the verge: Yes / No

If temporary, please provide date/s and times the play equipment will be on the verge:

I acknowledge and agree:

1. I am/we are responsible for the safety of the play equipment placed on the verge within the Town;
2. I am/we are responsible for the security of the play equipment placed on the verge within the Town should it be stolen or damaged;
3. I am/we are responsible to ensure the play equipment meets the Management Protocol for Play Equipment on Street Verges or Attached to Street Trees (the current version of which is attached to this application) for play equipment placed on the verge within the Town
4. I understand I am/we are at liberty to obtain our own independent legal and insurance advice for the play equipment placed on the verge within the Town.

I acknowledge and agree that if this application is approved, it will be subject to the attached conditions.

Signature of applicant: _____ **Date:** _____

Name of applicant: _____

Payment of fees will be requested by the Town of Cottesloe if assessment of your application is complete and play equipment is deemed non-exempted.

Fees

Permit Application Fee (Non-Exempted Play Equipment)	\$330(inc GST)
Permit Application Fee (Exempted Play Equipment)	\$0
Permit Annual Renewal Fee	\$110(inc GST) Receipt # _____

OFFICE USE ONLY

Date application received _____ CRM: _____

Assessment Date and Comments:

Recommended / Not Recommended

Assessing Officer:

Signature & Date:

Approved / Not Approved

Name:

Signature & Date:

CONDITIONS

1. Cannot be permanently fixed to the Street Verge or Street Trees and must not incorporate sharp objects, protrusions or other elements which, in the town's opinion would present a hazard to people or property;
2. Must not, in the Town's opinion, obstruct or interfere with a clear line of sight for pedestrians, cyclists or motorists;
3. Must be setback from and provide clear access to any infrastructure/services located on the verge;
4. If fitted to tree branches, are to be fitted to tree branches of safe and suitable dimensions;
5. Must be constructed of durable material, securely installed and so that annual pruning requirements can be undertaken where required;
6. Must provide a minimum 1.5 metre setback from the face of the kerb, a footpath and/or crossover/driveway;
7. Shall not swing or protrude into and must not be able to swing or protrude into the space immediately above any road carriageway, footpath and or driveway.
8. All materials to be used as part of the installation are to be in good condition.
9. If fitted on a street tree, all ropes or attachments around tree branches should be fitted as to prevent strangulation and eventual decline in the tree's health and vigour.
10. Platforms/Structures are not permitted on the Street Verge or attached to Street Trees located under power lines or above ROW's.
11. It is the responsibility of Owners/Occupiers to ensure that any street tree on the street verge remains healthy;
12. Owners of existing play equipment that would be dealt with under these protocols will be given 28 calendar days to apply for a permit under these protocols;
13. If in the opinion of the Director Engineering Service play equipment on Street Verges and/or Street Tree pose an identifiable hazard to public safety may have it removed after reasonable notice has been provided to the owner to make safe and a report is provided to Council.
14. If in the opinion of the Director Engineering Services a Street Tree attachment is considered to not meet the requirements of these protocols, then the adjacent Owner and/or Occupier will be required to remove and/or modify all or part of the Street Tree attachment to become acceptable to the Town.