

## Application for Endorsement of Landscaping Plans

***Application for a Landscape Endorsement applicable under the CairnsPlan 2016 Landscaping Code and Cairns Planning Scheme Policy Landscaping.***

A landscape endorsement is for Landscaping Works within private property and does not cover the following works on roads:

- Electrical works
- Road works (footpath)
- Drainage Works
- Minor public utilities (playground equipment/ seats etc.)

All civil works require an Operational Works Approval.

**Applicant Details (Mandatory information)**

<b>Date of Application</b>	
<b>Applicant's name</b>	
<b>Company</b>	
<b>Postal address</b>	
<b>Phone number</b>	
<b>E-mail address</b>	

**Landscape Architect or Designer**

<b>Landscape Architect or Designer's name</b>	
<b>Company</b>	
<b>Postal address</b>	
<b>Phone number</b>	
<b>E-mail address</b>	

**Development Details (Mandatory information)**

<b>Development property address</b>	
<b>Real property address (Lot on plan)</b>	
 <b>Development Approval number or trigger for assessable development which this Landscape Endorsement is applicable</b>	

Is the Landscape Architect or Designer on Council's Register of Landscape Architects/Designers?

YES / NO

Are they a Qualified Landscape Architect with a current membership with the Australian Institute of Landscape Architects (AILA)?

YES / NO

**Required application documents:** (Please tick off if submitted)

- One (1) Electronic copy in PDF format
- Two (2) A3 size copies of the original plans showing proposed landscaping
- Plans of sufficient detail, scale and quality to support the above analysis/reports
- Relevant fee

**Note:**

1. Council's Register of Landscape Architects and Designers can be accessed on Council's website under online services and forms for planning and development.
2. The relevant Council's Officer will take up any matters of concern directly with the applicant or landscape designer.
3. Council's Approval Notice with conditions of approval will be returned to the Applicant and emailed to the Applicant and Landscape architect or designer. Only the approved plan must be used for construction.
4. The schedule of fees for Landscaping Plans can be found on Council's website under Rates, Fees and Charges for Building and Development.

**Declaration**

**I declare all information provided by me in this application is true and correct**

**Name**

**Signature**

OFFICE USE				
Parcel		Assessment		DM5
PAYMENT DETAILS				
Receipt Type	T395	Payment Amount	\$	Receipt No:

**Cairns Regional Council – Information Privacy Statement**

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.