

# LANDSCAPE PLANNING GUIDELINES

Preparing a Landscape Plan



## Introduction

The City of Casey is committed to ensuring new developments provide quality landscaping outcomes that are sustainable and sensitive to the surrounding character.

This document provides guidelines that outline Council's expectations and requirements for landscaping of privately-owned developments and subdivisions within the City of Casey.

Examples of developments that may require a Landscape Plan as part of the Planning Permit:

- Unit development
- New dwelling and works within a Planning Overlay
- Commercials such as shops, service stations, restaurants, offices
- Community development such as a healthcare facility, childcare centre, education facility, community centre, place of worship
- Industrial development such as a commercial warehouse

### **When is a Landscape Plan required?**

A Landscape Plan is required when it is stipulated in the conditions of the Planning Permit. Landscape Plans are assessed and, if found to satisfy the conditions of the planning permit, are endorsed. These endorsed plans are legally binding.

#### **If you are unsure if a Landscape Plan is required**

Phone (03) 9705 5200

Email [caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)

### **Who must prepare a Landscape Plan?**

Landscape Plans must be prepared by a suitably qualified Landscape Architect, Landscape Designer or Horticulturist, to the satisfaction of the Responsible Authority.

### **How to submit a Landscape Master Plan**

The landscape plan must be submitted in one of the following ways:

- Via email (quoting address and planning application number) to [caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)
- Via the [Casey website portal](#)

# Landscape Plan Requirements

## Overall presentation and minimal inclusions

<b>Title Block</b>	To include: <ul style="list-style-type: none"> <li>• Planning Application Number</li> <li>• Landscape Designer, qualifications and contact details</li> <li>• Version and date</li> </ul>
<b>Orientation</b>	Must include a North arrow
<b>Scale</b>	Drawn to scale (1:100 where possible)
<b>Dimensions</b>	Linear dimensions given in metres and millimetres
<b>Text</b>	Type scaled to size so that it is legible
<b>Presentation</b>	Presented in clear graphics and provided in an electronic format
<b>Plant Schedule</b>	A detailed plant schedule which includes botanical name, common name, mature height and spread, pot size and quantity for each species
<b>Legend</b>	Clear and easy to understand legend that references the information shown on the plan
<b>Consistency</b>	Must be drawn in accordance with endorsed Development Plan
<b>Notes</b>	The provision of notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements

## Site survey

A site survey of all existing vegetation (including botanical names, trunk location, trunk diameter and canopy spread). The survey must clearly mark existing vegetation to be retained and removed.

The survey must include any street trees on roads and reserves that abut the subject site and trees on neighbouring properties where the Tree Protection Zones of such trees, calculated in accordance with Australian Standard AS4970-2025, fall partially within the subject site.

Tree Protection Zones and Tree Protection Measures (where applicable).

Buildings and other structures within 3 metres of the boundaries of the subject site.

Location of all services and easements.

## **Landscaping**

All available open space areas of the site must be suitably landscaped with soft surfaces and planting.

Provision of a landscaping strip along the site frontage

- Between 1 and 3 metres for Residential Developments, the required width will be specified on the Permit.
- A minimum of 2 metres for Commercial and Community Developments
- A minimum of 3 metres for Industrial Developments

Garden beds must be planted with tree, shrub, and groundcover species capable of achieving a minimum density of at least 85% coverage 12 months after planting.

Synthetic Lawn is not supported in front setbacks.

A planting plan identifying the locations of all proposed plants with references that correlate to the plant schedule.

Landscaping along driveways and around car parks to soften the hard surface.

For developments with multiple car park spaces - a minimum of one (1) canopy tree for every 4 linear car parks.

Landscaping along the side and rear of each dwelling.

Plant species are chosen to suit the environment, climate and intended use.

Plants with known toxicity, allergenic properties, choking hazards, spines, abrasive trunks or foliage should be excluded in developments with public access.

New canopy trees are to be planted in all open spaces.

Proposed trees are to be a minimum of 2 metres high at the time of planting.

For Commercial, Community and Industrial developments - a minimum of one (1) canopy tree per eight (8) lineal metres of site frontage.

Planting within an easement must utilise species suitable for planting within easements and must have a natural growing height of no more than 5 metres.

Garden beds must be mulched and edged with hard garden edging where they adjoin turf or gravel surfaces.

1200mm organic mulch diameter is provided around any retained or proposed trees in lawn areas.

Details of surfaces (e.g. paths and paved areas).

Locations of outdoor structures (e.g. storage sheds, clotheslines, water tanks, bin storage, shade/shelters, furniture).

Crime Prevention Through Environmental Design (CPTED) principles are applied.

**Further information**

For further information and assistance please contact our Planning Team:

In person at Bunjil Place, 2 Patrick Northeast Drive, Narre Warren

Phone (03) 9705 5200

Email [caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)

# Examples of Landscape Plan documentation

## Specifications

**Subgrade preparation**  
 The subgrade shall be prepared in accordance with the following specifications:  
 1. The subgrade shall be compacted to a minimum of 95% relative compaction.  
 2. The subgrade shall be free of rocks, roots, and other debris.  
 3. The subgrade shall be finished to a uniform surface.

**Wood control**  
 All wood shall be removed from the site in accordance with the following specifications:  
 1. All wood shall be cut into sections not exceeding 3m in length.  
 2. All wood shall be piled in a designated area and removed from the site within 14 days of completion of the work.

**Soil Preparation**  
 The soil shall be prepared in accordance with the following specifications:  
 1. The soil shall be tested for pH and nutrient levels.  
 2. The soil shall be amended with fertilizer and compost as required to achieve a pH of 6.0 to 7.0 and a nutrient level of 100 ppm N, 100 ppm P, and 100 ppm K.

**Mulch**  
 All garden beds shall be mulched in accordance with the following specifications:  
 1. The mulch shall be a dark-colored, composted mulch.  
 2. The mulch shall be applied to a depth of 100mm.

**Planting Procedure**  
 All plants shall be planted in accordance with the following specifications:  
 1. The plants shall be planted in the correct orientation.  
 2. The plants shall be planted at the correct spacing.  
 3. The plants shall be planted at the correct depth.

**Plant Establishment Period**  
 The plants shall be maintained for a minimum of 12 months after planting in accordance with the following specifications:  
 1. The plants shall be watered regularly.  
 2. The plants shall be fertilized as required.  
 3. The plants shall be protected from frost and other damage.

**Irrigation**  
 An automatic drip irrigation system shall be installed in accordance with the following specifications:  
 1. The system shall be installed in accordance with the manufacturer's instructions.  
 2. The system shall be tested and calibrated before use.

**Timber Edging**  
 Timber edging shall be installed in accordance with the following specifications:  
 1. The edging shall be made of treated timber.  
 2. The edging shall be installed to a depth of 100mm.

**Drainage**  
 A drainage system shall be installed in accordance with the following specifications:  
 1. The system shall be installed in accordance with the manufacturer's instructions.  
 2. The system shall be tested and calibrated before use.

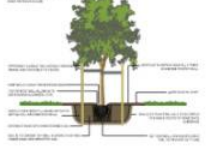
**General**  
 All work shall be completed in accordance with the following specifications:  
 1. The work shall be completed within the specified time frame.  
 2. The work shall be completed to the satisfaction of the client.

**Plants - Quality of Trees and Shrubs**  
 All plants shall be of high quality and shall be supplied in accordance with the following specifications:  
 1. The plants shall be supplied in 100% survival.  
 2. The plants shall be supplied with a minimum of 100mm of root ball.

**Protection of Existing Trees**  
 All existing trees shall be protected in accordance with the following specifications:  
 1. The trees shall be protected with a root barrier.  
 2. The trees shall be protected with a canopy protection system.



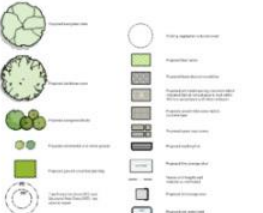
## Advanced Tree Planting



## Shrub Planting



## Legend



## Surface Finishes Detail



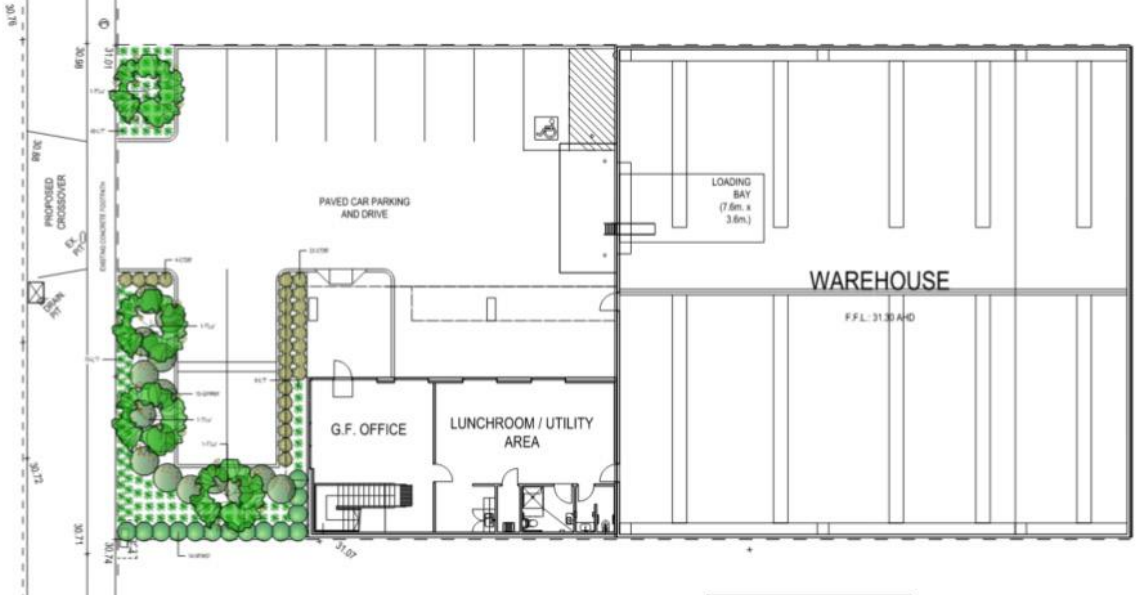
## Existing Vegetation Summary

Tree No.	Botanical Name	Common Name	Status	DBH (cm)	Height (m)
1	Acacia saligna	Black Wattle	Remove	100	10
2	Acacia saligna	Black Wattle	Remove	100	10
3	Acacia saligna	Black Wattle	Remove	100	10
4	Acacia saligna	Black Wattle	Remove	100	10
5	Acacia saligna	Black Wattle	Remove	100	10

## Proposed Planting Schedule

Code	Botanical Name	Common Name	Supply Size	Mature PDB (cm)	Qty
T001	Acacia saligna	Black Wattle	100mm	100	10
T002	Acacia saligna	Black Wattle	100mm	100	10
T003	Acacia saligna	Black Wattle	100mm	100	10
T004	Acacia saligna	Black Wattle	100mm	100	10
T005	Acacia saligna	Black Wattle	100mm	100	10
S001	Acacia saligna	Black Wattle	100mm	100	10
S002	Acacia saligna	Black Wattle	100mm	100	10
S003	Acacia saligna	Black Wattle	100mm	100	10
S004	Acacia saligna	Black Wattle	100mm	100	10
S005	Acacia saligna	Black Wattle	100mm	100	10

## PALLADIUM CIRCUIT



AUTOMATIC DRIP IRRIGATION SYSTEM INSTALLED TO WATER GARDEN BEDS AND GARDEN BEDS  
 ALL GARDEN BEDS TO HAVE MINIMUM 100MM LAYER OF DARK COLOURED COMPOSTED MULCH (E.G. Black Pine Bark or Mulchcom Composite)

PLANTING SCHEDULE						
ID	Qty	Common Name	Botanical Name	Height @ Maturity (m)	Width @ Maturity (m)	Plt Size @ Instl (cm)
<b>Trees</b>						
T001	10	Water Gum	Phytolacca beroni	8.0m	4.0m	100mm High @ Installation
<b>Shrubs</b>						
S001	20	Cherry Beak	Cornus stuebelii	0.5m	1.0m	20
S002	20	Strawberry Tree	Arctostaphylos uva-ursi	0.5m	0.5m	20
S003	10	Allywood Gum	Woodsia glabella	1.0m	1.0m	20
<b>Grasses</b>						
G001	100	Stipa	Lycopodium obscurum	0.5m	0.5m	14

**LANDSCAPE CONSTRUCTION SPECIFICATIONS**  
**LANDSCAPE PREPARATION**  
 The contractor shall be responsible for the removal of all existing vegetation and the installation of all new landscape elements. The contractor shall be responsible for the removal of all existing vegetation and the installation of all new landscape elements. The contractor shall be responsible for the removal of all existing vegetation and the installation of all new landscape elements.

**SOIL PREPARATION**  
 The contractor shall be responsible for the preparation of the soil in accordance with the specifications. The contractor shall be responsible for the preparation of the soil in accordance with the specifications. The contractor shall be responsible for the preparation of the soil in accordance with the specifications.

**PLANTING PROCEDURE**  
 The contractor shall be responsible for the planting of all plants in accordance with the specifications. The contractor shall be responsible for the planting of all plants in accordance with the specifications. The contractor shall be responsible for the planting of all plants in accordance with the specifications.

**IRRIGATION SYSTEM**  
 The contractor shall be responsible for the installation of the irrigation system in accordance with the specifications. The contractor shall be responsible for the installation of the irrigation system in accordance with the specifications. The contractor shall be responsible for the installation of the irrigation system in accordance with the specifications.

**FINISHES**  
 The contractor shall be responsible for the installation of all finishes in accordance with the specifications. The contractor shall be responsible for the installation of all finishes in accordance with the specifications. The contractor shall be responsible for the installation of all finishes in accordance with the specifications.

