



Sydney2030/Green/Global/Connected

CITY OF SYDNEY  

# Self-assessment checklist

## Gardening on your street with planter boxes



**We're thrilled that you are interested in greening and improving your street with planter boxes. Footpath gardening is a great way to meet your neighbours, get out in the fresh air and take a local patch of your city and make it beautiful.**

Before you get started, we ask that you fill in this simple checklist ensuring you answer all questions relevant to your project. We want to make sure you keep your footpath accessible to all users and your project will be well-maintained and meet City guidelines.

If you can't answer 'yes' or 'NA' to all the questions in the checklist, talk to one of our officers about your project and they can offer advice on how to make it work.

# 01

## Checklist for footpath gardens with planter boxes

### Tips before you start

- Planter boxes are not suitable for footpaths narrower than 2.6m
- Try to use native or water-wise plants and organic products where possible
- Be sunsmart while you garden
- You are responsible for upkeep, repair or replacement of planter boxes, not the City; clean-up notices or removal orders may be issued to owners of non-conforming planter boxes
- You can get more information on footpath gardening, including the Footpath Gardening Policy on our website at [cityofsydney.nsw.gov.au/community/participation](http://cityofsydney.nsw.gov.au/community/participation)

### Completing the checklist

Make sure you answer 'yes' to all relevant points in the checklist – you can contact us if you have questions or queries.

#### Once completed send your checklist via:

**Email:** [council@cityofsydney.nsw.gov.au](mailto:council@cityofsydney.nsw.gov.au)

**Post:** Attention: Footpath Gardens,  
City of Sydney, GPO Box 1591, Sydney NSW 2001

#### In person:

**CBD Neighbourhood Service Centre**  
Level 2, Town Hall House, 456 Kent Street Sydney

**Glebe Neighbourhood Service Centre**  
186 Glebe Point Road (cnr Wigram Road) Glebe

**Green Square Neighbourhood Service Centre**  
100 Joynton Avenue, Zetland

**Kings Cross Neighbourhood Service Centre**  
50 - 52 Darlinghurst Rd, Kings Cross

**Redfern Neighbourhood Service Centre**  
158 Redfern Street Redfern

**Phone:** To speak to someone about your project call 02 9265 9333.

01/ Location of proposed footpath garden

N/A Yes No

01.01/ My planter box is not in the policy exclusion zone shown on the map below.

01.02/ The footpath on which I will garden is located outside my property.



# 02

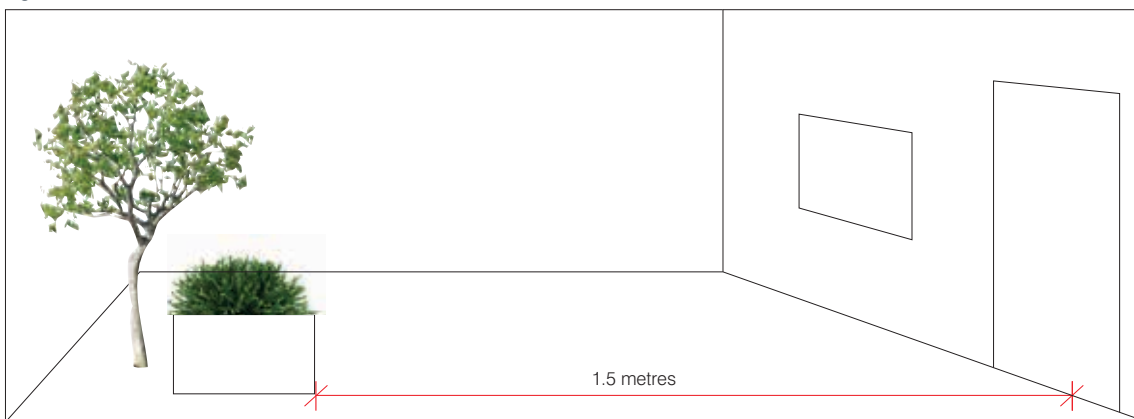
## Checklist for footpath gardens with planter boxes

### 02/ Keeping the footpath clear for use

N/A Yes No

02.01/ Placement of my planter box will allow a clear path at least 1.5 metres wide, as shown in this diagram.

Figure 01



02.02/ On a signposted 'shared bicycle path', my planter box will allow a clear path at least 2 metres wide.

02.03/ On a major village street or pedestrian area, my planter box will allow a clear path at least 1.8 metres wide.

### Major village streets

Glebe Point Road, Glebe  
(Parramatta Road to Cook Street/Cotter Lane)

Harris Street, Pyrmont  
(Murray Street to the northern end)

Union Street, Pyrmont  
(Harris Street to Murray Street)

King Street, Newtown  
(City Road to Sydney Park Road)

Erskineville Road, Erskineville  
(Wilson Street to Swanston Street)

Oxford Street, Darlinghurst and Surry Hills  
(Wentworth Avenue to South Dowling Street)

Crown Street, Surry Hills  
(Cleveland Street to Oxford Street)

William Street  
(from College Street to Darlinghurst Road)

Stanley Street, Darlinghurst  
(Yurong Street to Crown Street)

Victoria Street Darlinghurst  
(Burton Street Darlinghurst to McElhone Steps, Potts Point)

Road/Macleay Street Potts Point  
(William Street to Challis Avenue)

Redfern Street, Redfern  
(Chalmers Street to Regent Street)

Regent Street/Botany Road  
Redfern to Alexandria (Redfern Street to Henderson Road)

Broadway  
(from Railway Square to Glebe Point Road)

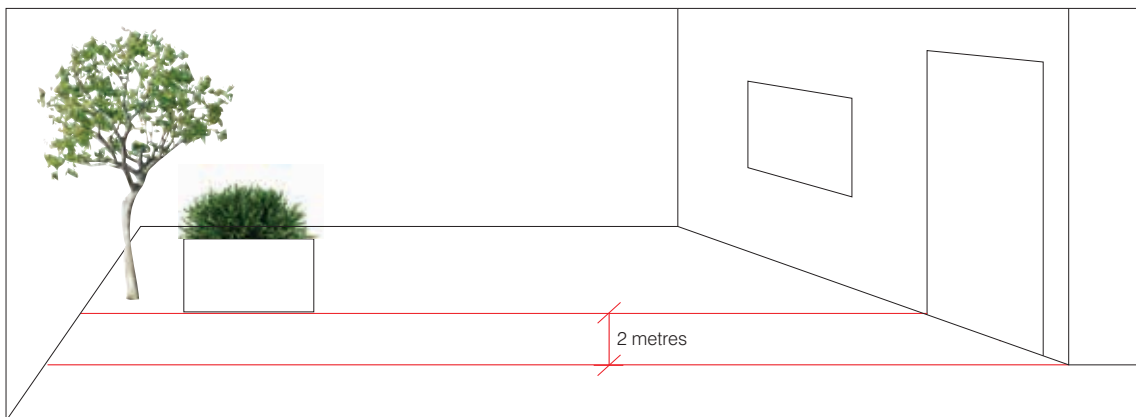
(Major village streets are listed above. Pedestrian areas include civic squares, promenades, parks, open spaces and the like.)

**03/ Safe Access**

N/A Yes No

03.01/ My planter box will be at least 80cm from street furniture, including public seats, bicycle racks, telephones, parking meters, rubbish bins, services, tree pits and utilities (such as light poles, utility access lids, grates, drains, vents, and light wells) and any building entrance including fire escapes and service entrances.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.02/ My planter box will be at least 60cm from the kerb edge.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.03/ My planter box will be at least 2 metres from the edge of a property at a street corner or junction as shown below.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Figure 02



03.04/ My planter box will be placed away from accessible parking bays, pedestrian ramps, taxi stands, loading zones, bus zones, and train stations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.05/ My planter box will not be placed over any tactile ground surface indicators used on public footpaths, steps and ramps to provide warnings and directional assistance to pedestrians with vision impairment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.06/ My planter box will not be placed on traffic blisters or islands.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.07/ My planter box will be at least 10 metres from a pedestrian crossing, and;	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
03.08/ To ensure visibility, my planter box and plants will not be more than 1.1m high if positioned within 20m of the vehicle approach to a pedestrian crossing, traffic lights, roundabout, or when adjacent to kerb ramps.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## 02

# Checklist for footpath gardens with planter boxes

04/ Keeping the footpath clear for use	N/A	Yes	No
04.01/ My planter box will be a maximum length of 1.5m, (or 1m in diameter if round).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04.02/ My planter box will be at least 50cm high, (measured from ground to top of planter) and stable after planting.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04.03/ My planter box will be durable enough to survive outdoors. It will be stable, waterproof and UV resistant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04.04/ My planter box's colour will contrast with the ground and its surrounds, so it is visible during the day and night, (for example, a light coloured planter box should be placed on an asphalt footpath).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04.05/ My planter box will be continuous to the ground, free of sharp edges or protrusions and avoid the use of spiky or tall vegetation which may block sight lines or impede people using the footpath.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
04.06/ I will contact the City if I want to place planter boxes on a major village street, to find out more about the style guide for main village streets.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Major village streets

**Glebe Point Road, Glebe**  
(Parramatta Road to Cook Street/Cotter Lane)

**Harris Street, Pyrmont**  
(Murray Street to the northern end)

**Union Street, Pyrmont**  
(Harris Street to Murray Street)

**King Street, Newtown**  
(City Road to Sydney Park Road)

**Erskineville Road, Erskineville**  
(Wilson Street to Swanston Street)

**Oxford Street, Darlinghurst and Surry Hills**  
(Wentworth Avenue to South Dowling Street)

**Crown Street, Surry Hills**  
(Cleveland Street to Oxford Street)

**William Street**  
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**Road/Macleay Street Potts Point**  
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**Redfern Street, Redfern**  
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**Regent Street/Botany Road**  
Redfern to Alexandria (Redfern Street to Henderson Road)

**Broadway**  
(from Railway Square to Glebe Point Road)

*(Major village streets are listed above. Pedestrian areas include civic squares, promenades, parks, open spaces and the like.)*

**05/ Maintenance**

N/A    Yes    No

05.01/ My planter box will be maintained using safe work practices and will stay tidy, free of rubbish and weeds.

**06/ Speak with your neighbours**

N/A    Yes    No

06.01/ Occupants of neighbouring properties have agreed to the placement of the planter box.

06.02/ The owners' corporation of my strata scheme has agreed to the planter box.

**07/ Declaration**

I have completed the above checklist accurately and honestly, and confirm that the planter box meets the requirements of this Policy.

Name:

Address of property:

Signature:

Date:

**Insurance note**

The City will extend coverage under its liability insurance program to claims for injury or property damage arising out of footpath gardens, provided that they fully comply with the Footpath Gardening Policy and associated checklists. In addition to cover for the physical structures, the City will also extend its insurance cover to residents and community groups for any community gardening activities undertaken by them in compliant gardens.

**Privacy Note**

The purpose for which this information is being collected is for the City keep on record the completed checklists from residents or business owners who want to set up a footpath garden.



**General Enquiries or after-hours assistance**

Tel: 02 9265 9333

(24 hours, seven days a week)

Fax: 02 9265 9222

[council@cityofsydney.nsw.gov.au](mailto:council@cityofsydney.nsw.gov.au)

[cityofsydney.nsw.gov.au](http://cityofsydney.nsw.gov.au)

DX: DX1251 SYDNEY

**Street address**

City of Sydney

Town Hall House

456 Kent Street

Sydney NSW 2000

**Postal address**

City of Sydney

Reply Paid 1591

Sydney NSW 2001