

# Open Space Checklist Approvals and Handover

ITEM	TOWN OF GAWLER	DEVELOPER / CONSULTANT
<b>PLANNING PHASE</b>		
Open Space Guideline + Public Realm Design Manual provided to developer and consultants.	Issue Documents	-
Level, type and percentage / area of Open Space identified and confirmed with Town of Gawler. All current and future connections identified and integrated where possible.	Initial briefing meeting	Initial briefing meeting
Proposed public realm reviewed and checked against Open Space Guideline requirements. Any non-conforming elements must have written approval from the ToG prior to proceeding.	Initial endorsement to proceed with detailed design	Developer to confirm that public realm complies with the Guidelines and Manual
Formal submission of the proposed public realm design for approval by Town of Gawler, including details of proposed: <ul style="list-style-type: none"> <li>— tree and plant species</li> <li>— verges and maintenance</li> <li>— materials and furniture selections</li> <li>— irrigation and extent</li> </ul>	Review and formal approval	Submit all required documentation
<b>CONSTRUCTION PHASE</b>		
Pre-Commencement Site Meeting	Approval to commence site works	Submit all project plans and programs
Irrigation	Review + hold point	Provide certified ITP's
Trees	Review + hold point	Provide certified ITP's
Plants	Review + hold point	Provide certified ITP's
Pavement	Review + hold point	Provide certified ITP's
Furniture, Lighting + Play equipment	Review + hold point	Provide certified ITP's
<b>HANDOVER PHASE</b>		
Practical Completion	Quality inspection and any quality issues identified	Provide all as-built and handover documentation within 10 Business Days from the Certificate of Practical Completion being issued. Must include landscape / civil certification that all works are in accordance with the specification and ToG requirements
<i>For new developments, developers will maintain care and control of open space areas up until the development achieves 80% settlement or 12 month post practical completion as a minimum.</i>	Issue of Council Practical Completion Certificate	Rectify issues identified
Maintenance period	Review of Reports to ensure compliance	Provide monthly reports for review
Final completion	Quality inspection and any maintenance issues identified  Issue of Council Final Completion Certificate	Rectify issues identified