

Developing Common Land



Procedure for applications

Common land is intended for the enjoyment and productivity of *all villagers*. Villagers are encouraged to 'adopt' areas of common land and develop them within the guidelines of the *AAEV By-Laws* and the *AAEV Vegetation Guidelines*.

Common land includes all areas outside the boundaries of individually owned lots. Proposals under this process may include landscaping, gardens, trees, mulching, small mounds (under 1m), and minor art works.

To ensure that the use of land is consistent with the ethos of the Village and current planning, applications are required which are processed by the Natural Environment Committee (NEC) using this form.



If your application includes building a structure on common land you will *also* need to apply to the Management Committee as structures require consent from the whole AAEV Community. NEC can advise you on this.

The following resources will help you with your Common Land application:

- AAEV Vegetation Guidelines
- AAEV By-Laws: There are several by-laws (especially Part 7) that relate to the use of common land.
- Indigenous Plant Guide & Shade Tree Guide

These can all be found at http://www.aev.net/management/nec/nec_documents/index.html

Approval process

Applications should be sent to the NEC (**preferably by email**) after they have been presented and agreed to by the relevant Neighbourhood Group.

Applications are tabled at the next NEC meeting, and it is preferred that the **applicant attend the NEC meeting** to discuss the proposal and to allow clarification.

Neighbourhood Group consultation

The Neighbourhood Group areas are groups of spatially clustered lots within the Village, and were initially formed by NEC to help maintain and develop our common land. By working with your NHG you are able to share and reflect on ideas for your local area and work with your neighbours in a common goal. To find your group boundary see <http://www.aev.net/management/nec/neighbourhoods/index.html>

Any ideas you have for the common land should be discussed with your Neighbourhood Group and the NEC before completing the *Application for Development of Common Land*.

There may be two types of Applications:

- **Minor Applications** where the Common Land area adjoins one property and only impacts upon one Lot.

Agreement is required from your immediate neighbours and a discussion with your NHG leader before forwarding to NEC for formal approval.

- **Major Applications** where the Common Land area involves a more significant area of open space; or it may impact on access to open space; or it involves altering the existing landscaping or infrastructure. Infrastructure includes mounds, pathways, ponds, swales, services etc.

If your application involves larger areas of common land, it is recommended that your application be discussed with NEC at ideas or 'mud map' stage prior to submitting a final application.

Consultation for Major Applications is required within your NHG. Depending on the significance of the common land area, NEC may also choose to consult with the wider community via the News Feed to invite comments that will be considered by the committee.

Reasonable and transparent efforts must be made to contact all relevant Lot owners in the Neighbourhood Group, with your plans. This could occur via NHG meetings, email, phone or personal contact.

The response of groups members are to be recorded in Attachment 1 of the *Application for Development of Common Land* form. If members are not in agreement with the plan, then their reasons should be recorded so that their concerns are understood.

If group members do not respond to a reasonable effort to be contacted, then the attempted means of communication should also be advised in Attachment 1.

A Major Development can only be approved by NEC when there is no paramount objection from your Neighbourhood Group members.



Funding

Funding may be available from money that is allocated to Neighbourhood Groups for projects that were considered as a priority as part of our strategic planning process.

If your application requires major funding assistance from AAEV then this may need to be requested through our annual budgeting process. This could mean up to 12 months turnaround for major funding to be approved.

Species Selection Criteria

The *Vegetation Guidelines* provides species lists and outline the aims of the vegetation and landscaping within the village which is to:

- create a productive, useful and edible landscape with colour and form
- return areas of formerly denuded land to a state of natural ecology by increasing local indigenous vegetation
- enhance biodiversity by creating corridors and developing native wildlife habitats
- replenish the soil
- transform the existing weed vegetation into a healthy and balanced plant regime
- revegetate with the placement of species in appropriate positions eg riparian zone

If you wish to use plants that are not listed within the *Vegetation Guidelines*, these can still be considered as part of your application. NEC will consider their suitability based on the following criteria:

Plants will be:

- drought tolerant*
- lime tolerant, and suited to our alkaline soils
- wind tolerant, and
- not be invasive (ie not sucker or become an environmental weed)

Plants will also provide one or more of the following:

- food for people
- shelter or food for native birds and animals
- other uses including shade, windbreak, medicinal properties, companion plant, fodder etc.

* it is acknowledged that many food producing plants need to be irrigated in summer, however they still need to be able to cope with hot winds, dry air and a high evaporation rate.

Application for the Development of Common Land

To be read in conjunction with the *Vegetation Guidelines, By-Laws* (see www.aev.net or NHG Manual) and *Procedure for Applications*.

How to Apply

- **A submission as an email attachment is preferred** to assist NEC to distribute to NEC members.
- Please make a copy for your own records and send the original to the Natural Environment Coordinator, Paul Rosser by email pbrosser@internode.on.net or post to NEC Coordinator, 9 Yacca Way Aldinga SA 5173.
- Applications are to be lodged at least **two weeks prior** to an NEC meeting to allow committee members to visit the site and consider your proposal.



NEC Meetings

NEC considers applications based on the *Vegetation Guidelines, By-Laws*, plans made by NEC or other committees eg Playscapes, and consideration of comments made by the Neighbourhood Group and the wider community. Please visit the NEC documents page of www.aev.net to find these.

It is strongly recommended that you attend when your application is considered to allow clarification. If there are unanswered questions then this may delay the approval process.

NEC meets on the 3rd Wednesday of the month at 7.30pm and Common Land Applications are dealt with at the beginning of the Agenda.

Please note that if your plan contains buildings or other **built structures** including major artworks, or involves improvements to these structures, then these elements of your application will need to be approved by the Community in a General Meeting (By-law 60). NEC can advise you about this.



Application Number (NEC Use Only)

Development of Common Land Application Form

1. Date of application		
2. Contact details of person(s) making submission:		
Name	Phone	Email
Name	Phone	Email
3. Is your application for a (please tick)		
<input type="checkbox"/> Minor development Yes, this proposal adjoins only my property.		
Documented consent is required only from your immediate neighbours, and discussion with your Neighbourhood Group Leader.		
<input type="checkbox"/> Major development Yes, this proposal involves a more significant area of open space; or it may impact on <i>access to</i> open space; or it involves altering the existing landscaping or infrastructure. Infrastructure includes mounds, pathways, ponds, swales, services etc.		
If your application involves larger areas of common land, it is recommended that your application be discussed with NEC at ideas or 'mud map' stage prior to submitting a final application.		
A Major development can only be approved when there is no paramount objection from your Neighbourhood Group members. For more information see <i>Procedure for Application.</i>		
4. Please provide a short description of your proposal.		

5. Location of site within the village

Please attach a map or diagram that gives us as much detail about your site as possible, with north facing up and any measurements, so that NEC can properly assess your application.

6. Our Common Land within the village seeks to provide an organic edible landscape in conjunction with local indigenous species, that is developed using permacultural techniques (AAEV By-law 5).

How does your proposal progress our vision and benefit our community?

7. What resources do you have to undertake the proposal are eg funds, skills, tools, knowledge, landscape materials, plants etc.

8. What resources are you requesting from AAEV? eg advice, tools, funds, landscape materials, plants etc.

9. What maintenance will your site need? Who will be responsible for the ongoing maintenance? Maintenance activities may include mowing, whipper snipping, pruning, feeding, netting etc (for irrigation see next question).

10. Will your plantings require irrigation? Yes No

If yes, what method will you use and who will be responsible for watering?

What water will be used ie village mains water supply, your mains water supply, rainwater, grey water (treated or untreated)?

11. What is the intended timeframe for completion of the proposal?

Commencement

Completion

12. Has your Application been approved according to the requirements of Question 3?

Yes No

If **Yes**, please provide details in Attachment 1.

If there are minor objections within the group, please provide details in Attachment 1.

Committee discussion and recommendations (NEC use only)

Date Completed/ Comments (NEC Use only)

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Neighbourhood Group consultation

Attachment 1

Name	Lot no.	Have they approved? Y/ N/ abstain/ did not respond	If no, please provide reason(s)	Communication was by: email, discussion, meeting etc.