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Office Use Only

DA No: **10** **1**
 Parcel No(s):
 Zoning:
 Notations:
 Date Received:/...../.....
 E2018/15257 – Updated February 2018

Development Application for Tree Removal

Issued under Section 4.12 of the Environmental Planning and Assessment Act 1979

Use this form to apply for **consent to remove / prune / lop trees**. Please place a cross in the relevant boxes and fill out all appropriate blank Steps. Please ensure you have submitted all relevant information to minimise delays. Once your application has been assessed you will be advised in writing of Council's determination

Step 1. Land on which the trees are located

Unit No.	House No.	Street Name	Street Type e.g. St, Rd
Suburb or Town			Postcode
Lot No.	DP No.	Sec No.	Owner/s

Step 2. Details of the applicant/s

Name / Company name			
Contact name (where applicable)			
Unit No.	House No.	Street Name / PO Box	Street Type e.g. St, Rd
Suburb or Town		State	Postcode
Mobile		Daytime telephone	
E-mail			

Step 3. Proposed work to be carried out on the tree(s)

Description of work: (i.e. Prune/lop/remove, etc)	
Remove:	trees (no.)
Prune/lop:	trees (no.)
Description of trees: (i.e. Species, height and approximate age)	
.....	
.....	
.....	

Reason for Application: (Please tick appropriate box(s))

The tree is within 3 metres of/or overhanging a dwelling

The growth habit (crown or root) or mature size of the tree(s) is undesirable in a given situation

The tree is interfering with, or may interfere with, the efficiency of a solar appliance

The tree is causing damage to public or private utilities and services

The tree is in an overcrowded situation

The tree is in an unsuitable situation (i.e. under power line, on top of retaining wall or bank)

Other (If so, please provide details over page)

Details of other reasons for proposed tree removal works:

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.....

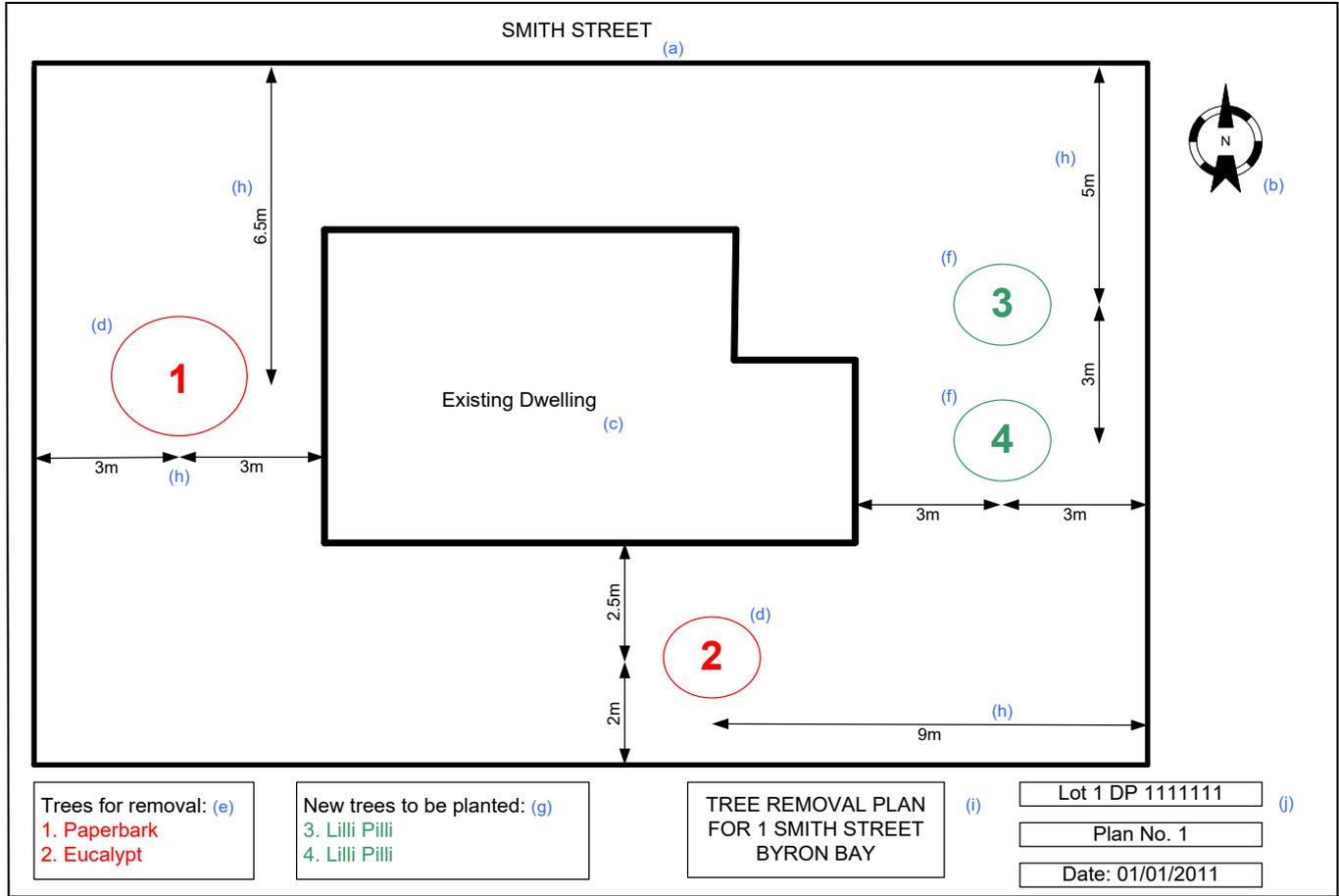
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.....

Step 4. Plans of the land and tree removal

You need to provide a plan to Council showing location of nominated tree(s). You may also need to show boundaries of site, street name, house no., all buildings and structures, driveway and paths, overhead cables, fences, subject tree(s), north point and adjoining property buildings. Refer to the example below.

Plans are to be lodged in sets and folded to A4 size.



Key features for sample site plan

- (a) Show all property boundaries and the street frontage
- (b) Provide a north point
- (c) Show the footprint of existing buildings on the property
- (d) Show the location of trees for removal
- (e) List the number and species of trees for removal
- (f) Show the location of trees to be planted
- (g) List the number and species of trees to be planted
- (h) Show dimensions between centre of trees and property boundaries and buildings
- (i) Provide a plan title and property address
- (j) Provide the lot number, DP number, plan number and date

Step 5. Replacement trees to be planted (where applicable)

No. of trees to be planted:	Species:	Height:

Step 6 Privacy Policy

The information you provide in this application will enable your application to be assessed by Council and any relevant state agency. If the information is not provided, Council can refuse the application. Your application will be notified or advertised to the public for comment if the development is Designated Development, Integrated Development or other Advertised Development. Council will also keep the application in a Register that can be viewed by the public at any time. Please contact the Council if the information in your application is incorrect or if it changes. Information collected will be used in accordance with Council’s Privacy and Personal Information Management Plan.

Step 7. Signatures of all owner/s

The owners of the land to be developed must sign the application.

If you are not the owner of the land, you must have all the owner/s sign the application. If the land is Crown land, an authorised officer of the Department of Land and Water Conservation must sign the application. You can only sign on behalf of the owner/s if you have power of attorney or a letter of authority.

As the owner/s of the above property, I/we consent to this application and consent to the Council, its servants or agents entering upon the property without first having given notice, for the purpose of carrying out all or any inspections which the Council may deem appropriate in connection with the processing of this application.

Signature*	Signature*
Name:	Name:
Date:	Date:

Step 8 Applicants

- Anyone can apply for approval but if the applicant is not the owner of the land, then the owner(s) written consent to lodge the application is required.
- All correspondence will be sent to the applicant. It is important to notify Council of any change of address and/or telephone number if this occurs during the processing of the application.
- By signing this application, you are acknowledging that you have read the notes and instructions on this form, and have included all the requested information as it applies to this application.
- The information provided in this application is required to enable the application to be assessed by Council and any relevant state agencies. The public is entitled to inspect the application and any associated documents.

Signature *	Signature *
Name	Name
Date	Date

Step 9 Political Donations and Gifts

Please be aware of the statutory obligations to disclose Political Donations and Gifts that may apply to you or associated people if you are lodging a development or 4.55 application. A failure to meet your obligations is an offence. Links to information and resources on this topic are available from Council’s website. All Political Donations and Gifts Disclosure Statements will be public documents.

