

Vegetation removal and pruning: permit application form



About this form

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The Vegetation Management Policy outlines the 'assessment criteria' Council will consider in determining an application, along with the definitions that apply to this form. Throughout this form, the term 'tree' is used to refer to tree(s) or vegetation.

Please note:

1. If the tree is at risk of failure within the next 48 hours, contact Council for advice by calling 02 7955 7777.
2. If clearing is permitted under the [10/50 Vegetation Clearing Code of Practice for New South Wales](#) for bushfire prone land or the [Rural Boundary Clearing Code for New South Wales](#), an application under this Vegetation Management Policy is not required.
3. The Vegetation Management Policy only applies to tree(s) under the jurisdiction of Council. It is the applicant's responsibility to ensure the tree(s) are not protected under State or Commonwealth Government legislation. Guidance is provided on our [website](#).

Property address (proposed location of pruning or removal)

Address Required

Suburb Required

Postcode

Lot

Section

DP/SP

Description of proposed works

List the tree(s) or vegetation to be removed. Prominently mark the tree(s) or vegetation to assist in the identification by Council's assessing officer (eg coloured tape around the trunk) and indicate below any actions proposed.

Tree ID number 1

(1) Species Required

(1) Method for removal/pruning Required

(1) Estimated tree height Required

(1) Estimated tree diameter at 1m above ground Required

(1) Reason for removal/pruning Required

Tree ID number 2

(2) Species

(2) Method for removal/pruning

(2) Estimated tree height

(2) Estimated tree diameter at 1m above ground

(2) Reason for removal/pruning

Tree ID number 3

(3) Species

(3) Method for removal/pruning

(3) Estimated tree height

(3) Estimated tree diameter at 1m above ground

(3) Reason for removal/pruning

Tree ID number 4

(4) Species

(4) Method for removal/pruning

(4) Estimated tree height

(4) Estimated tree diameter at 1m above ground

(4) Reason for removal/pruning

Tree ID number 5

(5) Species

(5) Method for removal/pruning

(5) Estimated tree height

(5) Estimated tree diameter at 1m above ground

(5) Reason for removal/pruning

If you have more than 5 trees to be removed/pruned, please add the required details on a separate sheet and attach using the upload file button below.

Site plan/description

Provide a written description of the site, attach a site plan, and any photographs which may assist in the identification of tree(s) or vegetation subject to this application. Photographs must clearly identify the tree(s).

Description of the site Required

Attach a site plan and any photos or supporting information here Required



Please attach all files to the end of this form before submitting it.

Applicant details

Name Required

Address Required

Email Required

Contact number Required

Payment options

Please tick your intended payment method (Select 1 option)

- I/we would like to pay by credit card, please arrange for Council's Customer Service staff to contact me/us for payment details. A merchant service fee is payable on all credit card payments as per our Fees & Charges.
- I/we would like to pay by cheque. Please note that this form of payment will only be accepted with a hard copy form, which can be lodged at a Council Customer Service Centre or posted to Council at PO Box 482, Taree 2430.
- I/we would like to pay by cash. Please note that this form of payment will only be accepted with a hard copy form, which can be lodged at one of Council's customer service centres.

Current fees and charges are available on our website (www.midcoast.nsw.gov.au/fees) or by contacting Customer Service on (02) 7955 7777.

Applicant declaration

- I/we have the authority of the property owner(s) to lodge this application;
- The information provided is honest, true and accurate. The provision of false and misleading information is an offence under the *Local Government Act 1993* and liable to enforcement action and penalties;
- That removal or substantial pruning works have not commenced before an application has been lodged;
- If the form is incomplete, the application may be delayed or rejected;
- More information may be requested after the date of lodgement, and all costs associated with providing the additional information are the responsibility of the applicant;
- I/we have correctly identified the species;
- I/we have read and understood Council's Vegetation Management Policy and that the relevant requirements for applying for an available application have been satisfied;
- I/we have satisfied the requirements of all Local, State and Commonwealth Legislation and are not required to obtain any other approvals for pruning or removal of tree(s) or vegetation;
- I/we indemnify MidCoast Council against all claims which may arise whether from negligence or otherwise as a result of carrying out or instructing a third party to carry out the above work or any other work at the property address;
- I/we give consent for Council staff to enter the property if needed to inspect the site and works associated with this application;
- If a permit approval is received, I/we will comply with any conditions imposed by the permit.

(Select 1 or more options) Required

As the applicant, I/we have read, understood and accept the conditions specified above and apply for consent to carry out the works described in this application. Required

Applicant name Required

Date Required

D	D	M	M	Y	Y	Y	Y
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Privacy

This information is required to assist with your transaction and will not be used for any other purpose without seeking your consent, or as required by law. Your information will be retained in Council's Records Management System and disposed of in accordance with current legislation. Your personal information can be accessed and corrected at any time by contacting Council.

End of form

Don't forget to attach all files before submitting this form