

Application for a Permit to Remove, Lop or Destroy Trees

Statutory Planning

Use this application form to apply to remove trees within the following Planning controls:

- Significant Landscape Overlay (SLO)
- Vegetation Protection Overlay (VPO)
- Heritage Overlay (HO)
- Neighbourhood Character Overlay (NCO)
- Clause 52.17 Native Vegetation (CI 52.17)

Applicant Details

Name of Applicant _____
 Address of Applicant _____
 _____ Postcode _____
 Contact Details for Applicant Mobile Ph _____ Home Ph _____
 Business Ph _____ Email _____

Affected Property Details – The land on which the tree(s) is growing

Address of the Affected Property _____
 _____ Postcode _____
 What is the land currently used for? _____
 Is access to the site restricted? ie. gates, dogs etc... _____

Owner of the Affected Property

Is the Applicant the owner of the Affected Property? Yes (if 'yes' no further owner details are required)
 No (If 'no' provide owner details below)

Name of Owner _____
 Address of Owner _____
 _____ Postcode _____
 Contact Details for Owner Mobile Ph _____ Home Ph _____
 Business Ph _____ Email _____

Signature of Owner _____ Date ____/____/____

Privacy Collection Notice

Your application and the personal information on this form is collected by Maroondah Council for the purposes of the planning process as set out in the Planning and Environment Act 1987 (PE Act). If you do not provide your name and address, Maroondah Council will not be able to review and consider your application. Your application including your name and address will be available at the Maroondah Council office for any person to inspect and copies may be made available on request to enable consideration and review as part of a planning process for the relevant period set out in the PE Act.

You must not submit any personal information or copyright material of third parties without their informed consent. By submitting the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright. You can request access or amendments to your personal information by contacting Maroondah's Privacy Officer - privacy@maroondah.vic.gov.au.

Proposal

Total number of trees to be removed, lopped or destroyed: _____

The location of each tree must be shown on a plan of the affected property (example provided overleaf). Please identify each tree by a common name or by their genus and species (if known).

	Remove	Lop / Prune
Tree #1 _____	<input type="checkbox"/>	<input type="checkbox"/>
Tree #2 _____	<input type="checkbox"/>	<input type="checkbox"/>
Tree #3 _____	<input type="checkbox"/>	<input type="checkbox"/>
Tree #4 _____	<input type="checkbox"/>	<input type="checkbox"/>
Tree #5 _____	<input type="checkbox"/>	<input type="checkbox"/>
Tree #6 _____	<input type="checkbox"/>	<input type="checkbox"/>

Please attach a separate sheet if space is insufficient

Reasons for removal _____

Proposed Replacement Planting (Please also show location of replacement plantings on your plan of the site)

Proposed Trees to be pruned (Please indicate the extent of proposed pruning)

If applying within a VPO, please also specify the area (m²) of native vegetation to be removed. This includes indigenous trees, shrubs and ground covers _____

Title Information

Encumbrances on title: Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation?

- Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application)
- No
- Not Applicable (no such encumbrance applies)

Declaration

The following declaration must be signed by the applicant

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of this application.

Signature of Applicant _____ Date _____

OFFICE USE ONLY Payment Details (Internal use only)

GIS Overlay _____

AP: Prepayment: _____ Receipt Number: _____ Amount: \$ _____ Date Paid: ____/____/____

Cashier Use – Confirm overlay for property address in GIS Planning / Building module

AP - PP/PLAN ADD Number of trees to be removed & Subject Address Payment Type: Cash/ Chq/ EFTPOS

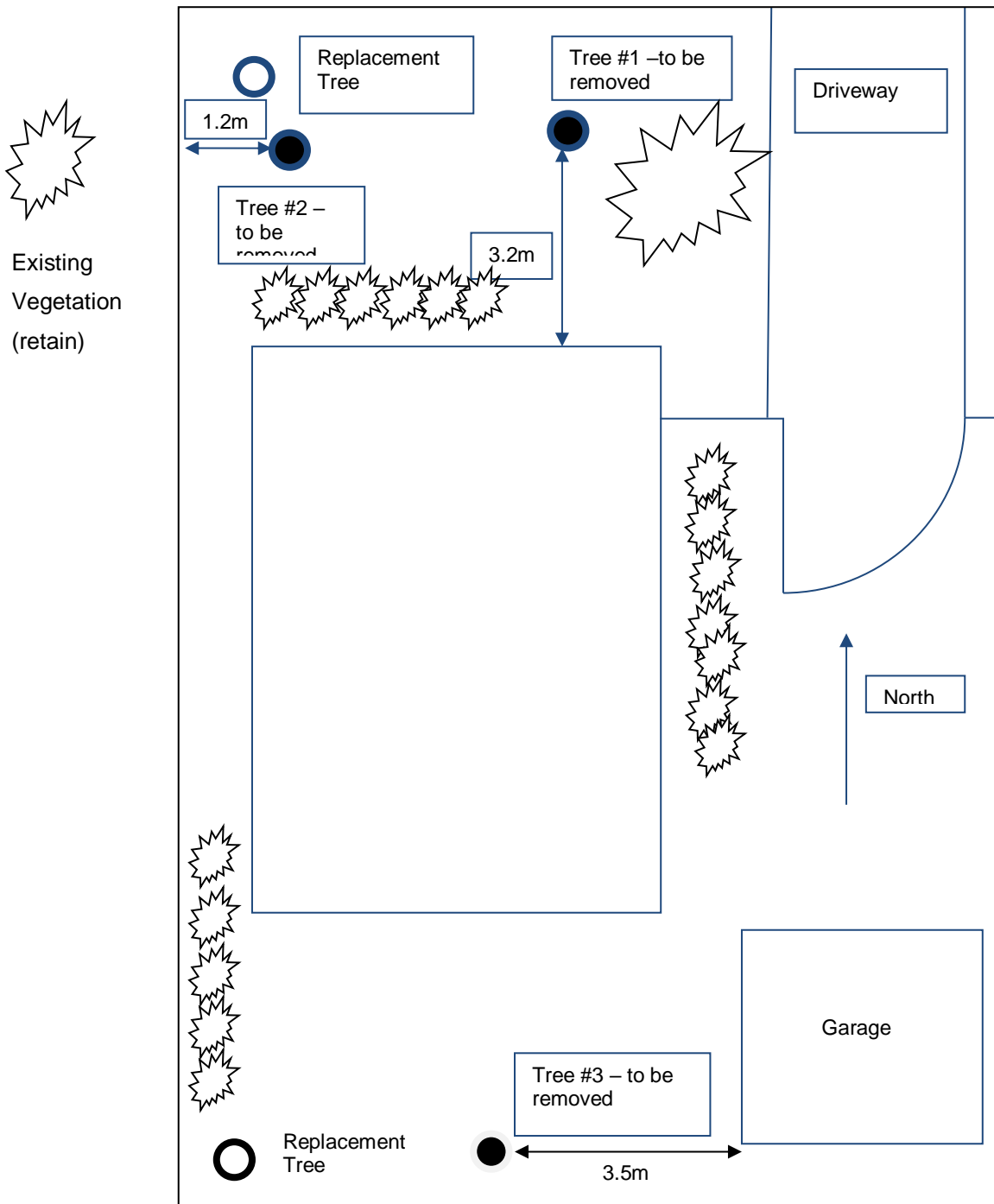
Prepayment: _____ Receipt Number: _____ Amount: \$ _____

Plan of the Site

A plan of the property must be submitted with this application. The Plan must include the location of ALL canopy trees and vegetation on the land, clearly marking those proposed to be removed.

Plans may be hand drawn and must accurately and clearly show the following information

Example



Checklist

All of the following information is required for the application to be valid.

- Completed Application Form**
- Plan of the Site**
- Fees**

Fees

Application fees vary depending upon the overlay that applies to the land. All fees include GST.

Within a Significant Landscape Overlay (SLO), Heritage Overlay (HO) or Neighbourhood Character Overlay (NCO)

- \$115 for the first tree + \$25 for each additional tree up to a maximum of \$250

Within a Vegetation Protection Overlay (VPO) or pursuant to Clause 52.17 (CI52.17)

- \$240

	SLO, HO, NCO	VPO, CI 52.17
Removal of 1 tree	\$115	\$240
Removal of 2 trees	\$140	\$240
Removal of 3 trees	\$165	\$240
Removal of 4 trees	\$190	\$240
Removal of 5 trees	\$215	\$240
Removal of 6 or more trees	\$240	\$240

Payment Options

Application with Cheque or Money Order can be posted to *PO Box 156 Ringwood 3134*

Applications can be made and paid in person at a Customer Service Centre as below; (except Public Holidays)

City Offices- Braeside Avenue, Ringwood **Hours:** 8.30am-5pm Monday to Friday

Realm-179 Maroondah Highway, Ringwood **Hours:** 9am-8pm Monday - Friday, 10am-5pm Saturday and Sunday

Civic Centre- Civic Square Croydon **Hours:** 8.30am-5pm Monday - Friday