



PLANNING SERVICES - office use only

Application number:

Date received:

**Application for planning permit - fast-track tree removal or pruning**

Applicable fee: \$450

When this form can be used:

This form can only be used for planning permit applications seeking the removal of no more than 2 trees, or the pruning or lopping of an unlimited number of trees where no development, redevelopment, or subdivision is proposed. Otherwise, the standard application for planning permit form must be used.

This form cannot be used where a miscellaneous consent application is required for vegetation removal pursuant to a Section 173 agreement registered on title.

Address of land where trees located:

Address:

Formal land description, also insert details for either A or B from copy of title:

A	Lot number:	LP, TP or PS number:
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B	Crown lot number:	Section:	Parish /Township:
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You must attach a recent copy of the certificate of title of the land (including the associated diagram or plan of subdivision), along with a copy of any restrictive covenant or Section 173 agreement which may apply. A planning permit cannot be issued where it would result in a breach of any registered restriction.

The proposal: give a full description of the location of the tree(s) to be removed or pruned

**Number of trees to be removed** (two maximum):

Common name / species of trees if known:

Justification for removal:

If two trees, refer to site plan (use a numbering system)

**Number of trees to be pruned:**

Common name / species of trees if known:

Justification for pruning:

If multiple trees, refer to site plan (use a numbering system)

Site inspection:	
Is it necessary for someone to be in attendance when the consulting arborist attends the property?	
If yes, then the nominated person is the applicant: yes or no?	
If no, enter name of nominated person:	
If no, enter nominated person contact phone number:	
Highlight to select preferred inspection time: Tuesday morning or Tuesday afternoon	
Contact details - the person you want Council to communicate with about the application	
Name:	
Organisation name if applicable:	
Postal address:	
Contact phone number:	
Email address:	
Applicant details - the person or organisation that wants the permit	
<input type="checkbox"/>	Same as contact. If not, complete details below.
Name:	
Organisation name if applicable:	
Postal address:	
Owner details - the person or organisation that owns the land.	
<input type="checkbox"/>	Same as contact.
<input type="checkbox"/>	Or same as applicant. If neither, complete details below.
Name if applicable:	
Organisation name if applicable:	
Postal address:	
Declaration - this form must be signed. Complete A, B (owner and applicant sections) <b>or</b> C	
<b>A</b> I declare that I am the applicant and owner of the land and all information in this application is true and correct.	
Owner / applicant signature:	Date:

<b>B</b> I declare that I am the owner of the land and I have seen this application.	
Owner signature:	Date:
<b>B</b> I declare that I am the applicant and all information in this application is true and correct.	
Applicant signature:	Date:
<b>C</b> I declare that I am the applicant and:	
<ul style="list-style-type: none"> <li>• I have notified the owner about this application</li> <li>• and all information in this application is true and correct..</li> </ul>	
Applicant/s signature/s:	Date:
Completing and lodging your application	
Fee payment: cheques to be payable to Nillumbik Shire Council	
<p>This form can be completed either by printing and completing by hand, or by completing in accessible word version before printing and signing. If printing before entering details, enter carriage returns to allow enough space as required.</p> <p>There is no example site plan in the accessible word version.</p>	
Nillumbik Shire Council, Civic Drive (PO Box 476), Greensborough VIC 3088	
Email to: <a href="mailto:nillumbik@nillumbik.vic.gov.au">nillumbik@nillumbik.vic.gov.au</a>	
Fax to: 9433 3777	

Information checklist
The applicant 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 does not breach any third party's right to privacy and copyright.
<b>Have you:</b>
Completed all relevant sections on this form?
Paid or attached fees?
Given full details of your proposal and provided three copies of a site plan of the property indicating trees to be removed or pruned. If you do not provide enough detail or give a suitable description of the proposal, you will be asked for more information. This will delay your application.
Attached a recent copy of title, including the relevant plan of subdivision, and a copy of any restrictive covenant or Section 173 Agreement which relates to the land?
Attached an extra two copies of the plan of the property indicating trees to be removed / pruned (refer below for example)?
Attached all necessary supporting information and documents. If insufficient, you will be asked for more information. This will delay our response to your request.
Have you signed the declaration?
Privacy statement
The personal information requested on this form is being collected by Council for the purpose of evaluating an application as set out in the Planning and Environment Act 1987. If you do not provide your name and address, Council will not be able to consider your application. This information will be used solely by Council for that primary or directly related purpose. The applicant may apply to Council for access to and/or amendment of the information.



Example of tree removal / pruning site plan

