

## APPLICATION FOR TREE REMOVAL OR PRUNING

**Applications for tree removal as part of a development are to be addressed in a Development Application. Trees must not be removed or pruned until a permit has been issued by Council. Penalties may apply.**

1. Information	
The following documentation may be beneficial to support your application: <ul style="list-style-type: none"><li>▪ Photos including aerial imagery</li><li>▪ Reports from a qualified specialist e.g. arborist (AQF 5) or registered structural engineer</li></ul>	
2. Applicable Assessment Fees	
Tree assessment and determination for removal or pruning of 1 - 3 trees (advise number) Number of additional trees (advise number) _____ <i>(Refer to current Fees and Charges document on Council's website)</i>	
3. Applicant/Owner's Information	
Name:	
Company/Organisation:	
Owner's Name (if not applicant):	
If you are not the owner, state reason for application:	
Address:	
Email Address:	
Telephone:	Mobile:
4. Property Information	
Property Address (or as above):	
Town:	Postcode:
Lot and DP (if known)	Lot: DP:
<input type="checkbox"/> Heritage or <input type="checkbox"/> Heritage Conservation Area	
5. Proposal	
Description of proposal for which a permit is sought	
<input type="checkbox"/> Tree Removal <input type="checkbox"/> Tree Trimming <input type="checkbox"/> Dead or Dying Tree - photographic evidence <u>must</u> be supplied	
Reason for proposed work ( <b>MANDATORY</b> ):	

## 6. Site Sketch/Locality Plan

Name adjacent streets/roads  
Clearly indicate position and if know the identity of affected trees  
Show distances of trees to site boundaries and any buildings



## 7. Signature of Owner (applications must be signed by the property owner or legal representative )

### MANDATORY

If you are signing on the owner's behalf or as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence (e.g., power of attorney, executor, trustee, company director or property manager).

If property ownership has recently been transferred, please provide evidence of the transfer.

*As the owner/s of the above property, I/we consent to the lodgement of this Application. I/we permit officers of Council to enter the land to carry out inspections as required for the assessment of this application and will provide access where required.*

Owners Name or legal representative	Signature	Date

## 8. Processing Your Application

Please provide adequate and accurate details to ensure prompt processing of your tree removal permit. Applications are normally processed within 28 working days of receipt. You will be advised in writing of council's decision in this matter.

**No works are to be undertaken until formal written approval has been provided to the applicant.**

## 9. Privacy and Personal Information Protection Notice (s.10 PPIP Act 1998)

The purpose of collection of this information is to process your application and make contact with you in relation to your application. The intended recipient of your information is the Armidale Regional Council. You have the right to access and amend your personal information by contacting Council. Your personal information is voluntary.

## 10. Office Use

Application No:     /     Total fee \$                      Receipt number:                      Officer: