

## An application for the removal of native vegetation should be accompanied by the following information:

### A current copy of Title and details of any registered restrictive covenant or Section 173 Agreement

A Copy of Title and associated restrictions can be accessed [www.landata.vic.gov.au](http://www.landata.vic.gov.au). The Title must be no older than 60 days old.

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<b>Site Plan</b>	<p>The plan should be drawn to a scale of 1:100 or 1:200 and show:</p> <ul style="list-style-type: none"><li>• The boundaries and dimensions of the site;</li><li>• The location of all vegetation on the lot;</li><li>• The location of vegetation to be removed, including the location of any patches and the number of large trees within the patch proposed to be removed;</li><li>• Location of scattered trees proposed to be removed, including their size;</li><li>• The location of any buildings on the land;</li><li>• Topographic information, including ridges, crests and hilltops, wetlands and waterways, slopes of more than 20%, drainage lines etc.</li></ul>
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### Any application requirements specified by the zone or overlay

The planning controls which apply to the land can be obtained and viewed at the following link <http://planning-schemes.delwp.vic.gov.au/schemes/surfcoast>

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<b>Written submission</b>	<p>A written description of the vegetation to be removed, including:</p> <ul style="list-style-type: none"><li>• The botanical and common name of the vegetation;</li><li>• Vegetation height and trunk diameter at breast height (dbh);</li><li>• The reason for the removal of the vegetation;</li><li>• A response to <i>Guidelines for the Removal, Destruction or Lopping of Native Vegetation 2017</i>, including the assessment pathway and the reason for the assessment pathway. This includes the location category of the native vegetation to be removed.</li><li>• A description of the native vegetation to be removed that includes:<ul style="list-style-type: none"><li>• Whether it is a patch or a scattered tree (or both);</li><li>• The extent (in hectares);</li><li>• The number and circumference (in centimetres measured at 1.3 metres above ground level) of any large trees within a patch;</li><li>• The number and circumference (in centimetres measured at 1.3 metres above ground level) of any scattered trees, and whether each tree is small or large;</li><li>• The strategic biodiversity value score;</li><li>• The condition score;</li><li>• If it includes endangered Ecological Vegetation Classes;</li><li>• If it includes sensitive wetland or coastal areas.</li></ul></li><li>• The offset requirement, determined in accordance with Section 5 of the Guidelines, that will apply if the native vegetation is approved to be removed.</li><li>• An avoid and minimise statement.</li><li>• Where the removal of native vegetation is to create defensible space, an explanation of why the vegetation removal is necessary. The statement must have regard to other available bushfire mitigation measures. This statement is not required when the creation of defensible space is in conjunction with an application under the Bushfire Management Overlay.</li><li>• An offset statement providing evidence that an offset that meets the offset requirements for the native vegetation to be removed has been identified, and can be secured in accordance with the Guidelines.</li><li>• Link to Guidelines: <a href="https://www.environment.vic.gov.au/_data/assets/pdf_file/0021/91146/Guidelines-for-the-removal,-destruction-or-lopping-of-native-vegetation,-2017.pdf">https://www.environment.vic.gov.au/_data/assets/pdf_file/0021/91146/Guidelines-for-the-removal,-destruction-or-lopping-of-native-vegetation,-2017.pdf</a></li></ul>
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Note: A specialist consultant will be required to prepare this information. A Horticulturalist does not have the necessary qualifications to prepare these

# Checklist – Removal of Native Vegetation



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reports.

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<b>Photographs</b>	Recent, dated photographs of the native vegetation to be removed.
<b>A completed Application for Planning Permit form</b>	The form can be accessed from <a href="https://www.surfcoast.vic.gov.au/Property/Planning-and-building/Apply-for-a-planning-permit">https://www.surfcoast.vic.gov.au/Property/Planning-and-building/Apply-for-a-planning-permit</a> The type of licence sought should be included in the proposal section of the form.
<b>The relevant fee</b>	The fee schedule can be accessed here <a href="https://www.surfcoast.vic.gov.au/Property/Planning-and-building/Apply-for-a-planning-permit">https://www.surfcoast.vic.gov.au/Property/Planning-and-building/Apply-for-a-planning-permit</a>

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**Note: Native vegetation is defined in planning schemes as ‘plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses.**

**Disclaimer:** Please note this checklist is for standard information required for lodgement. Additional information may be required by Council when assessing your application.