



Development Plan Consent Regulated and Significant tree removal/pruning checklist

Providing Council with clear and accurate information will assist in the planning assessment process and will avoid delays with assessment of your application. The following information must be submitted with all Development Plan Consent applications. Applications that do not contain this information may not be accepted for lodgement. Please submit this checklist when lodging your application and ensure that the 'Applicant' boxes are ticked. Queries regarding this information can be directed to City Development on 8416 6333.

	Applicant (✓ tick)
<input type="checkbox"/> Fully completed Development Application Form (including the Electricity Declaration Form) download from westtorrens.sa.gov.au – or collect from the Council offices, 165 Sir Donald Bradman Drive, Hilton.	<input type="checkbox"/>
<input type="checkbox"/> Regulated/Significant Tree Application Form download from westtorrens.sa.gov.au – or collect from the Council offices.	<input type="checkbox"/>
<input type="checkbox"/> Payment of the prescribed application fees. A fee guide is attached to the Development Application Form available on Council's website, or can be collected from the Council offices.	<input type="checkbox"/>
<input type="checkbox"/> Current and full Certificate of Title of the Land subject to the application (including details of the current owner and deposited plan). The Certificate of Title can be obtained from the Land Services Group Office (Ground floor, 101 Grenfell Street, Adelaide) or ordered through their website, www.sailis.sa.gov.au/home/public . Alternatively you may wish for Council to obtain a copy on your behalf for a search fee (please check fee schedule). Please advise Council at time of lodgement.	<input type="checkbox"/>

Continued overleaf

**Applicant
(✓ tick)**

- Site Plan** (drawn to a scale of 1:100 or 1:200 and dimensioned) showing:
 - north point
 - boundaries and dimensions of the site as per the current Certificate of Title
 - the location and species of the regulated/significant tree(s) proposed to be removed/pruned including its setback from at least two property boundaries
 - the accurate extent of the canopy and critical root zone of the regulated/significant tree(s)
 - the location and use of any buildings/structures on the site or adjoining properties within close proximity to the tree including the distance to the trunk of the regulated/significant tree(s).

- Arborist report** (prepared by a suitably qualified arboriculturalist, botanist, or horticulturist) including:
 - identification of the species of the regulated/significant tree
 - assessment of the general condition and structure of the regulated/significant tree(s)
 - assessment of the tree(s) against the current provisions of regulated/significant tree legislation
 - recommendations for appropriate remediate action in relation to the tree(s), to reduce the tree damaging activity to the minimum extent necessary.

Additional comments/information:

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Please submit this checklist when lodging your application and ensure that the 'Applicant' boxes are checked. Failure to do so may result in your application not being accepted for lodgement.

This checklist is for standard information required for lodgement of an application for Development Plan Consent only. If further information is required following a preliminary assessment by Council Development Officers, you will receive a letter from the assessing Development Officer - Planning.

