

NATIVE VEGETATION REMOVAL – PLANNING PERMIT APPLICATION CHECKLIST

A planning permit may be required to remove, destroy or lop native vegetation (including dead vegetation) on private or public land. Ask a Council planner to confirm if a planning permit is required. These planning permit applications should be accompanied by the following information.

The information requirements are also detailed in the [Guidelines for the removal, destruction or lopping of native vegetation](#) (Department of Environment, Land, Water and Planning, 2017) (Guidelines).

FORMS, FEES AND LEGAL DOCUMENTS

- ☐ Planning Permit Application form
- ☐ Relevant fee
- ☐ Copy of title less than 60 days old including:
 - ☐ Plan of Subdivision or Title Plan
 - ☐ Restrictive Covenants (if any)
 - ☐ Section 173 Agreements (if any)

The relevant forms and fees can be accessed at <http://www.wellington.vic.gov.au/Developing-Wellington/Planning-Permits/Applying-for-a-Planning-Permit>

APPLICATION REQUIREMENTS

All applications to remove native vegetation must include the following information as appropriate:

- ☐ Site Plan including:
 - ☐ North point
 - ☐ Boundaries and dimensions of the site
 - ☐ Existing site conditions, buildings, driveways, fences and vegetation
 - ☐ All proposed vegetation removal
 - ☐ Tree protection zones*

REPORTS

- ☐ The assessment pathway*. This includes the location category of the native vegetation to be removed.
- ☐ A description of the native vegetation to be removed* including:
 - whether it is a patch or a scattered tree (or both)
 - the extent (in hectares)
 - the number and circumference (in centimetres measured at 1.3 metres above ground level) of any large trees within a patch
 - 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
 - the strategic biodiversity score
 - the condition score
 - if it includes endangered Ecological Vegetation Classes
 - if it includes sensitive wetland or coastal areas.
- ☐ The offset requirement*, determined in accordance with section 5 of the Guidelines, that will apply if the native vegetation is approved to be removed.

Sale Service Centre

18 Desailly Street (PO Box 506), Sale Victoria 3850
Telephone 1300 366 244

Yarram Service Centre

156 Grant Street, Yarram Victoria 3971
Telephone 03 5182 5100

Contact Us Online

Web www.wellington.vic.gov.au
Email enquiries@wellington.vic.gov.au



*A report can be created using DELWP systems and tools to address the above application requirements. Please visit <https://nvm.delwp.vic.gov.au> to access the [Native vegetation removal tool](#).

ADDITIONAL APPLICATION REQUIREMENTS

In addition to the above planning permit application requirements, an application in the Detailed Assessment Pathway may be required including:

- ☐ A [site assessment](#) report of the native vegetation to be removed including:
 - ☐ A [habitat hectare assessment](#) of any patches of native vegetation, including the condition, extent (in hectares), Ecological Vegetation Class and bioregional conservation status.
 - ☐ The location, number, circumference (in centimetres measured at 1.3 metres above ground level) and species of any scattered trees, and whether each tree is small or large.
- ☐ Information about impacts on rare or threatened species habitat* including:
 - ☐ The relevant section of the Habitat importance map for each rare or threatened species requiring a species offset
 - ☐ For each rare or threatened species that the native vegetation to be removed is habitat for according to the Habitat importance maps:
 - the species' conservation status
 - the proportional impact of the removal of native vegetation on the total habitat for that species
 - whether their habitats are highly localised habitats, dispersed habitats, or important areas of habitat within a dispersed species habitat.

OTHER REQUIREMENTS

- ☐ Ask a Council planner if any other requirements are required

TERMS EXPLAINED

Assessment pathway

There are three assessment pathways for an application to remove native vegetation: *Basic*, *Intermediate* and *Detailed*. The assessment pathway reflects the potential impact the removal has on biodiversity. These pathways are determined by:

- the amount of native vegetation (in hectares)
- whether any large trees are to be removed, and
- the location of the native vegetation.

Basic Assessment Pathways and Intermediate Assessment Pathways do not require a site assessment by an accredited native vegetation assessor. More information is available at

https://www.environment.vic.gov.au/_data/assets/pdf_file/0024/90762/Applicants-guide-applications-to-remove,-destroy-or-lop-native-vegetation.pdf

Habitat hectare assessment

An assessment of native vegetation to determine its condition, extent (in hectares) and EVC. The assessment must be completed by an accredited native vegetation assessor following methodology described in [Native vegetation: sustaining a living landscape. Vegetation Quality Assessment Manual – Guidelines for applying the habitat hectares scoring method, Version 1.3](#) (or its successor) and updated in the [Assessor's handbook](#).

More information is available at

<https://www.environment.vic.gov.au/native-vegetation/native-vegetation/biodiversity-information-tools>

Native vegetation

Native vegetation is defined in Clause 72 of the Victoria Planning Provisions and all local planning schemes as '*plants that are indigenous to Victoria, including trees, shrubs, herbs and grasses*'. Please refer to

https://www.environment.vic.gov.au/_data/assets/pdf_file/0021/91146/Guidelines-for-the-removal,-destruction-or-logging-of-native-vegetation,-2017.pdf

Offset

An offset requirement specified in general habitat units to compensate for the biodiversity loss from native vegetation removal. DELWP systems and tools contains information required to address this application requirement and is available at <https://nvm.delwp.vic.gov.au/> and

<https://www.environment.vic.gov.au/native-vegetation/native-vegetation/biodiversity-information-tools>

Tree protection zone (TPZ)

The TPZ is the area required to protect a tree from adverse construction impacts and involves the required distance stemming outwards from a trees crown and roots.

LODGEMENT

Planning permit applications can be lodged via email planning@wellington.vic.gov.au ,by post or in person at:

Wellington Shire**Site address:** 18 Desailly St, Sale

Statutory Planning

Wellington Shire Council

PO BOX 506

SALE VIC 3850

Ph: 1300 366 244

PLEASE NOTE

These checklists are for preapplication assessment only. An initial assessment will be undertaken upon the receipt of the planning permit application and additional information may be required once this has occurred.