

# Exempt Works Evidence

This template is to be used after reviewing the tree information on Councils website.

## Part 1: Site details

### Site details

Property owner to complete and retain for minimum of 12 months.

Title:  Mr  Mrs  Miss  Ms  Other .....

Family name (or company) .....

Given names .....

Postal address .....

..... Postcode .....

Phone.....Alternative phone.....

E-mail .....

Only if a company or owners corporation:  
Contact person .....

## Part 2: Exempt works evidence category

### Council DCP Trees and Vegetation exemption categories 3c, d, e, & h

Select the relevant category from the four options opposite

### Evidence

All evidence to be retained with this document by property owner for 12 months and to be provided upon council request.

Photographic evidence for exemptions 3.c and 3.h to include:

- Photo of tree (whole tree)
- Close up of bark, flowers, foliage, and fruit. (fruit & flowers may not be present at certain times of year)

Evidence for DCP categories 3.d & 3.e to include, before and after photo of area cleared.

3c: The removal of vegetation comprising any of the tree species as detailed within Council's Undesirable Species List at [www.centralcoast.nsw.gov.au/](http://www.centralcoast.nsw.gov.au/)

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3d: The pruning or removal of non-native shrubs or fruit trees, understorey and groundcover vegetation for the maintenance of lawns and non-native gardens.

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3e: The pruning or removal of individual native shrubs, understorey and groundcover vegetation for the maintenance of native gardens. Removal is limited to a maximum area of 50m<sup>2</sup> within any 12 month period, to be immediately replaced with effective groundcover plants or material to prevent soil erosion.

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3h: Removal or pruning of any weed species listed under Schedule 3 of the *Biosecurity Act 2015*, and/or those weeds listed on the Australian Government Department of Environment & Energy website "Weeds in Australia". <http://www.environment.gov.au/biodiversity/invasive/weeds/index.html>

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# Exempt Works Evidence

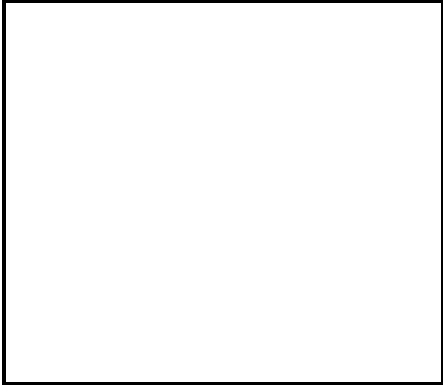
## Part 3: Evidence Template

Evidence for categories 3.d & 3.e: Photo evidence to be retained by resident for 12 months and to be provided upon council request (Before and after photo).

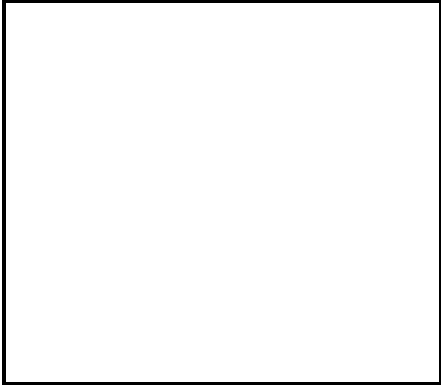
Evidence for categories (3c & 3h) to be retained by resident for 12 months – Photographic evidence including:

- Photo of tree (whole tree)
- Close up of bark, flowers, foliage, fruit. (fruit & flowers may not be present)

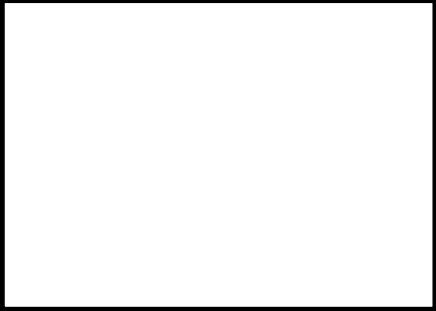
Note: All evidence maybe added as additional attachments. This form is a template.



Before Photo



After Photo



Whole tree



Bark Detail



Foliage Detail



Fruit Detail (if available)



Flower detail (if available)

# Exempt Works Evidence

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Name of person who owns Tree/Vegetation: .....

Sign: ..... Date: .....

**Only** if a company or Owners Corporation:

Contact person .....

Company or Owners Corporation authorised person name:.....

Company or Owners Corporation authorised person

Sign:.....

Date.....

Owners Corporation authorised seal: .....