

Application to Remove or Prune a Tree



Before completing please read the information on the back of this form

Application fee - \$31
(GST Exempt)

Office Use Only
Tree

Location of Tree/s – Property Details

Please draw a plan of the property on the back of this form showing the position of all trees involved.

Street No.	Street		
Suburb		Postcode	
Does access to the property require prior arrangement?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please supply daytime phone number to arrange access (Home / Work / Mobile):			

Details of Tree/s

Total number of trees involved (if more than 3 trees involved please attached separate details):	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> Other
Proposed Work				
Tree 1 Species / type of tree	<input type="checkbox"/> Removal		<input type="checkbox"/> Pruning	
Location within property	Reason for work			
Tree 2 Species / type of tree	<input type="checkbox"/> Removal		<input type="checkbox"/> Pruning	
Location	Reason for work			
Tree 3 Species / type of tree	<input type="checkbox"/> Removal		<input type="checkbox"/> Pruning	
Location	Reason for work			

Applicant Details

If the tree is on common land i.e. Villas/Units, you must submit a written request from the Strata Manager – OR – from the Body Corporate together with either the minutes of a meeting, or a letter signed by a majority of owners, consenting to the requested work.

<input type="checkbox"/> Owner	<input type="checkbox"/> Secretary / Chair	<input type="checkbox"/> Neighbour	<input type="checkbox"/> Tenant	<input type="checkbox"/> Agent	<input type="checkbox"/> Other
Ms/Mr/Mrs/Other (Please State)		Family Name		Given Name	
No.	Street	Suburb		Post Code	
Company Name (if applicable)					
Mailing Address (if different)					
Tel (Home/Work/Mobile)			Fax (Home/Work/Mobile)		

Please Note

1. Please attach any supporting documents – e.g. arborists / engineers reports – to verify the reason for the work.
2. The personal information require don this form may be available for public access under various legislation.

Applicant's Signature	Date: ____ / ____ / ____
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Frequently Asked Questions

Do I need Council Approval?

Development Applicants – separate approval to remove a tree may not be necessary – contact our Customer Service Centre to clarify before completing this form.

You **do NOT** need Council approval to remove or prune a tree if the tree is:

- No higher than 3m and has a girth of no more than 300mm at a height of 1m above the ground.
- In Council's opinion, is dying or dead or has become dangerous.
- A species declared to be a noxious weed under the Noxious Weeds Act 1993 or fruit plants identified in Schedule 1 to the Plant Diseases Act 1924.
- A species exempted from Council's Tree Preservation Order.

Otherwise – YES – you do need approval!

Where do I send my application and payment?

You can pay in person at Council's Customer Service Centre – 2 Bryant Street, Rockdale or you can post your application and a cheque or money order to Rockdale City Council, PO Box 21, ROCKDALE NSW 2216.

Do I have the right to appeal against a decision made by the Tree Management Officer?

If you are not satisfied with the decision of the Tree Management Officer, you may request that Council's Manager of Operations review this decision. If you are still not satisfied you can request that your application be put to a Council meeting for determination.

You may also elect at any time to have the matter heard before the Land and Environment Court if you are dissatisfied with the way Council has dealt with your application.

What are my options if I want to prune a tree on my neighbour's property?

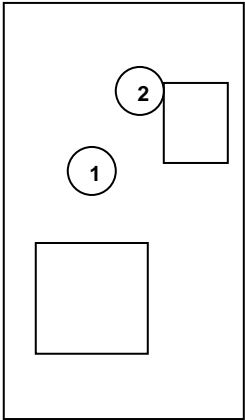
If the neighbour's tree overhangs your property and if those branches have a girth of 200mm or less (63.7mm / 2.5 inches in diameter) at your boundary you do not need Council's permission to prune or trim the branches. Pruning must occur on your side of the boundary only.

This does not apply to trees that are heritage items, are in the vicinity of heritage items or are within heritage conservation areas. Pruning of these trees requires the approval of Council.

It is not the role of Council to intervene in neighbourhood disputes regarding trees. Conflicts may be resolved through the Community Justice Centre.

Diagram of Property and Tree Locations

Please draw a plan of the property showing the position of all trees involved and outlines of nearby buildings. Please number trees as per the numbers under the "Details of Tree/s" section on the front of this form.

<p>Example</p>  <p>Street</p>	<p>Please draw your site plan here or attach on a separate sheet</p>
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