



## TREE PERMIT APPLICATION

### TO PRUNE / REMOVE TREE ON PRIVATE PROPERTY

Vegetation subject to State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017

Use this form to apply for a Permit to prune or remove a tree on private property. The *Sutherland Shire Development Control Plan 2015* specifies tree preservation requirements in Sutherland Shire.

It contains the objectives and assessment principles that Council will use to determine applications to remove or carry out other work on trees and bushland vegetation. It also establishes what Council will consider to be acceptable practices for the protection of trees during construction, the removal of weeds, bush regeneration and the pruning of trees.

If you are unsure please enquire at Councils Customer Service Centre on 02 9710 0333.

#### OFFICE USE ONLY

TP No. TP \_\_\_\_\_

Application Fee: \$ \_\_\_\_\_

Receipt No: \_\_\_\_\_

Date Received: \_\_\_\_\_

TP Officer: \_\_\_\_\_

#### 1. APPLICANT

I understand this application will be published on Council's website - online applications register

Mr  Mrs  Ms  Dr  Other

First Name

Surname/ Company Name

Address

Contact telephone

Fax

Mobile

Email address

#### 2. IDENTIFY THE LOCATION OF THE TREE/S (IF DIFFERENT TO ADDRESS ABOVE)

Address

#### 3. IS THE PROPERTY SUBJECT TO PROPOSED COMPLYING DEVELOPMENT WORKS THAT WOULD HAVE EFFECT ON THE TREES ON THE PROPERTY.

Is the tree removal/ pruning necessary to enable a Complying Development Application to be lodged

YES  NO

If **YES**

Attach supporting documentation / plans showing the nature and extent of the proposed Complying Development works to be carried out, demonstrating the need of the tree/s to be removed and that no alternative is available for the proposed works that would otherwise enable the tree/s to be retained.

## REPLACEMENT TREE POLICY

Sutherland Shire Council's Development Control Plan (Chapter 39) requires that trees removed under this policy are replaced at a rate of 4 to 1 (single dwelling house development) with local native canopy trees. This is to ensure that the tree canopy cover of Sutherland Shire is maintained.

Alternatively, Council and the Applicant may enter into a Deed of Agreement for replacement planting of some or all of the trees off-site. Under this Deed of Agreement Council may agree to undertake the replanting of replacement trees on Council's own land for a scheduled fee per replacement tree. This fee covers planting, mulching, guarding and six months maintenance for the trees.

### 4. TREE TYPE, TREE LOCATION, REASON FOR WORKS, INDICATE - PRUNE OR REMOVE

<b>TREE No</b> <b>1</b>	Tree Type	<i>Indicate: Prune or Remove</i>
Tree Location		

#### Reason for Requested Work – tick primary 2 reasons only

- |  |   |
|--|---|
| <input type="checkbox"/> Borer infestation             | <input type="checkbox"/> Bushfire hazard                          |
| <input type="checkbox"/> Damage to property            | <input type="checkbox"/> Dead/dying tree                          |
| <input type="checkbox"/> Tree Diseased                 | <input type="checkbox"/> Dropping/falling branches                |
| <input type="checkbox"/> Dropping leaves/debris        | <input type="checkbox"/> Invasive roots                           |
| <input type="checkbox"/> Overhanging branches          | <input type="checkbox"/> Over size for location                   |
| <input type="checkbox"/> Too close to other structures | <input type="checkbox"/> Tree trunk within 3m of a Dwelling/ Pool |

<b>TREE No</b> <b>2</b>	Tree Type	<i>Indicate: Prune or Remove</i>
Tree Location		

#### Reason for Requested Work – tick primary 2 reasons only

- |  |   |
|--|---|
| <input type="checkbox"/> Borer infestation             | <input type="checkbox"/> Bushfire hazard                          |
| <input type="checkbox"/> Damage to property            | <input type="checkbox"/> Dead/dying tree                          |
| <input type="checkbox"/> Tree Diseased                 | <input type="checkbox"/> Dropping/falling branches                |
| <input type="checkbox"/> Dropping leaves/debris        | <input type="checkbox"/> Invasive roots                           |
| <input type="checkbox"/> Overhanging branches          | <input type="checkbox"/> Over size for location                   |
| <input type="checkbox"/> Too close to other structures | <input type="checkbox"/> Tree trunk within 3m of a Dwelling/ Pool |

<b>TREE No</b> <b>3</b>	Tree Type	<i>Indicate: Prune or Remove</i>
Tree Location		

#### Reason for Requested Work – tick primary 2 reasons only

- |  |   |
|--|---|
| <input type="checkbox"/> Borer infestation             | <input type="checkbox"/> Bushfire hazard                          |
| <input type="checkbox"/> Damage to property            | <input type="checkbox"/> Dead/dying tree                          |
| <input type="checkbox"/> Tree Diseased                 | <input type="checkbox"/> Dropping/falling branches                |
| <input type="checkbox"/> Dropping leaves/debris        | <input type="checkbox"/> Invasive roots                           |
| <input type="checkbox"/> Overhanging branches          | <input type="checkbox"/> Over size for location                   |
| <input type="checkbox"/> Too close to other structures | <input type="checkbox"/> Tree trunk within 3m of a Dwelling/ Pool |

**Note:** Additional information to assist this application may be attached (eg Arborist report).

More than 3 trees use *Multiple Tree Attachment sheet* (available upon request or from Council website) to detail additional tree information.

Entry to property to inspect the site and tree is usually carried out without prior notification

## 5. DECLARATION BY PERSON MAKING THE APPLICATION

I hereby make the application as outlined above.

(If you ✓ Owner of Tree – you only require to sign under item 6 below)

Tick ✓ appropriate box

Owner of Tree

Tenant to Tree Location

Neighbour to Tree Location

Applicants Signature

Date

Other  (indicate) \_\_\_\_\_

## 6. OWNERS CONSENT (must be completed)

### **The owners of the land where tree/s located are to sign the application**

(Being the owners of the land to which this application relates, hereby consent to the making of the application, authorise and consent to entry of the Application Site by Council Officers for the purpose of processing this application).

State any Property Access Comments

All the owners of the land are to sign the application form.

**As the owner(s) of the above property;**

**I/we consent to this application and consent to entry for assessment.**

**I/ we understand that**

- any tree removal approval may require replacement trees to be provided
- compliance with replacement tree conditions are the responsibility of the tree owner.

### **Details of the owners**

*If more than 2 Owners please provide separate letter of consent*

**Owner Signature**

Name/ Company

Address

Date

**Owner Signature**

Name/ Company

Address

Date

### **Privacy Policy**

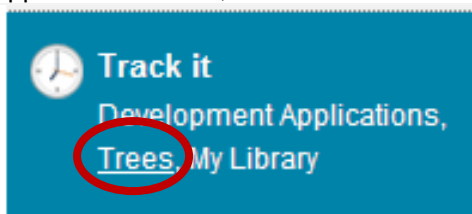
The information provided on your application to prune/remove a tree and/or application to review a tree determination will be placed on file as a public record and is therefore accessible on Council website for viewing applications and under Government Information Public Access (GIPA) legislation.

This Privacy Statement specifically covers only applications to prune/remove a tree and/or applications to review a tree determination and does not extend to any other records or documents kept by Sutherland Shire Council.

**Track your tree application online - Tear Off & Keep**

**TP ref no** \_\_\_\_\_

All tree applications lodged with Sutherland Shire Council can now be tracked from Council's website using "Track It" Allow a few days for postage receipt and data entry to occur and thereafter you can check the progress of your application such as,



- the application has been received;
- the form was completed correctly;
- the assessment has occurred;
- decision/ determination details;

PTO for more information

**7 IS THE PROPERTY SUBJECT TO A DEVELOPMENT CONSENT OR ANY RESTRICTION CONCERNING THE TREES ON THE PROPERTY.**

Tick box DA CONSENT

YES  NO

Attach a separate sheet with details as required.

.....HERITAGE OR OTHER RESTRICTION

YES  NO

**Attach a Sketch Plan**

To indicate the location of the tree/s in relation to the building/s on site, property boundaries and the street



*Tear off this bottom part of this form to keep to assist you in using Tree Tracking online*

Go to Council's website [www.sutherlandshire.nsw.gov.au](http://www.sutherlandshire.nsw.gov.au) within the **Track It** menu on the left hand side, select trees. Once you have accepted (Agree) to the terms and conditions, you can then call up (Show) your application using either your **Trees** application reference number (if you know it) or use the property address of the tree.

Council will confirm its decision in writing to the Applicant within a few days of the website indicating a determination. Please wait until you receive the determination Permit and any applicable conditions in writing prior to commencing any works as you will need to provide this document to your certified and insured Arborist or tree lopper.