

Tree Management Application Information

Applications under the Tree Preservation Order incur an application fee for the pruning or removal of trees over 5 metres in height. This fee does not apply for pensioners however pension details must be supplied.

The fees are as follows:

Single Dwellings – \$47 per tree to a maximum of \$120

Commercial, Strata and Other Properties - \$47 per tree for the first 10 trees, then \$20 per tree for all other trees to a maximum of \$600.

Fees must be forwarded with the application in order for the application to be processed.

Tree Preservation Order

Council's Tree Preservation Order promotes retention of trees. Approval for the removal or pruning of trees will only be granted if it is dangerous, unhealthy, dead or causing significant damage that cannot be alleviated by any other means or is listed as being exempt from the Order in Council's Tree Preservation Order and Tree Management Policy.

To assist in the processing of applications for removal or pruning of trees covered by Council's Tree Preservation Order, residents/owners **may** wish to provide a supporting report from suitably qualified professionals detailing what is requested and *any reasons for the proposed work*. Applicants providing such supporting reports should use appropriately qualified and insured professionals. The information **MUST** identify the *author, supply contact information and detail their qualifications*. Reports that do not contain this information will not be accepted.

Applications on properties identified in the '*Urban Bushland in the Ryde LGA*' must provide the appropriate supporting information. Please refer to page 8 of the Tree Preservation Order and Tree Management Policy document for details.

Council may place conditions on any Consent granting permission to remove a tree.

Appeals Process

1. The responsible Council Officer deals with initial applications with the approval/refusal or approved amendment being confirmed in writing to the applicant.
2. If the applicant wishes to appeal this decision, a review of determination application must be lodged. Such requests must be received by Council within three (3) months from the date of the original determination. A review of determination must include further information **NOT** previously supplied with the original application, any appropriate professional reports and the application fee. The determination is then reviewed by another Council Officer. The applicant will be notified in writing of the result of the review. **Requests for review of decision of TPO incur an application fee of \$47 or 50% of original fee, whichever is greater.** Applications for the review of a determination will **NOT** be accepted without payment of the appropriate fee or inclusion of the required information.

3. If the applicant is still dissatisfied with the decision, the matter may be referred to Council for final determination.
4. Each stage of the process will require the payment of the review of determination fee as listed in Council's Management Plan.

Exemptions / Noxious Plants

Council's Tree Preservation Order and Tree Management Policy contains a list of species which are considered noxious weeds. If your tree appears on this list, you are required to lodge a Notice of Intent, which outlines the proposed works. The Tree Management Application form does not need to be completed as Council approval to prune or remove the tree is not required.

For properties which are identified within the 'Urban Bushland in the Ryde LGA' report, the exemptions by position category DOES NOT apply for native species. Plant species listed in Council's Tree Preservation Order and Tree Management Policy document as exempt or, those identified as 'noxious' may still be removed from these properties under Notice of Intent. Native species will require a Tree Management Application. Residents should refer to page 9 of the Tree Preservation Order and Tree Management Policy document or contact Council's Customer Service Team on 9952 8222 for further information.

For properties that are Heritage Listed, located within a Heritage Conservation Area, an area subject to an area specific Development Control Plan (DCP) or the subject tree is listed on the Significant Tree Register, the categories of exemption DO NOT apply for any species regardless of position. Removal of trees from these sites will require a Tree Management Application. Residents should refer to page 9 of the Tree Preservation Order and Tree Management Policy document or contact Council's Customer Service Team on 9952 8222 for further information.

NB: All work carried out on trees, including those on this exemption list, must comply with AS 4373-2007.

Storm Damaged Trees

Council has made special provisions in the event of storms or severe weather events. Should your tree be damaged during such an event, please contact Council's Customer Service Team on 9952 8222 for immediate assistance.

Tree Management Application Form

**For trees above 5 metres in height
(Please print and complete ALL sections of application form)**

Is this application to prune or remove?
(If application is for a combination, please tick both boxes)

Remove Prune

How many trees are the subject of this application?

Remove Prune

Are you the property owner?
(Applications can only be made by the property owner or authorised managing agent).

Yes No

(You may be required to supply a copy of the management agreement or documentation granting owners authority).

Property Manager

Strata Manager

For strata properties, please identify if the tree/s are located on common property or within the private allotment.

Common Private

Is the property Heritage listed?

Yes No

Is the property identified in the 'Urban Bushland in the Ryde LGA' report?

Yes No

Is the property subject to a current Development Proposal?

Yes No

If YES, please quote Local Development Application Number: _____

APPLICANT'S DETAILS

Applicant's Name: _____

Postal Address: _____

Phone No: Home _____ Business: _____ Mobile: _____
(Nominate preferred contact number)

PROPERTY DETAILS

Property address where trees are located? _____

Nearest cross street? _____

Is access to the tree(s) available? YES NO

If NO, please specify obstacle (eg. dog, locked gates etc) _____

(Arrangements will need to be made with Council's Tree Preservation Officer if access is not available and inspection is required. You will be contacted when your application has been reviewed).

To support my application I have submitted

Arborist's Report

Horticulturalist's Report

Structural Engineer's Report

Ecologist's Report

Photographs

Other

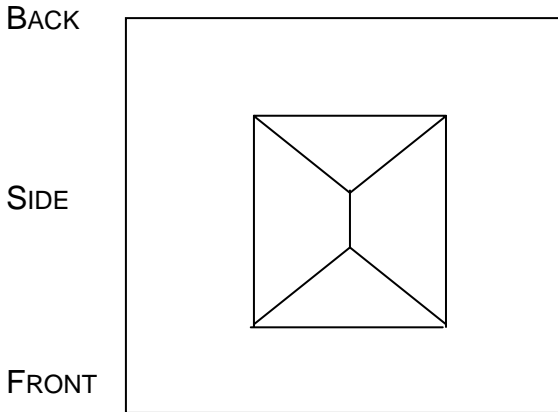
Briefly outline the reasons for your request: _____

DETAILS ABOUT THE TREE(S)

Type of Tree	Location	Request
Tree 1.	Front <input type="checkbox"/>	Prune <input type="checkbox"/>
	Back <input type="checkbox"/>	Remove <input type="checkbox"/>
	Side <input type="checkbox"/>	
Tree 2.	Front <input type="checkbox"/>	Prune <input type="checkbox"/>
	Back <input type="checkbox"/>	Remove <input type="checkbox"/>
	Side <input type="checkbox"/>	
Tree 3.	Front <input type="checkbox"/>	Prune <input type="checkbox"/>
	Back <input type="checkbox"/>	Remove <input type="checkbox"/>
	Side <input type="checkbox"/>	
Tree 4.	Front <input type="checkbox"/>	Prune <input type="checkbox"/>
	Back <input type="checkbox"/>	Remove <input type="checkbox"/>
	Side <input type="checkbox"/>	
Tree 5.	Front <input type="checkbox"/>	Prune <input type="checkbox"/>
	Back <input type="checkbox"/>	Remove <input type="checkbox"/>
	Side <input type="checkbox"/>	

DETAILS OF THE SITE

IF THE PROPERTY IS A VILLA OR TOWN HOUSE COMPLEX, PLEASE ENCLOSE A SITE PLAN.



MARK LOCATION OF TREE(S) TO BE INSPECTED WITH AN "R" FOR REMOVAL OR A "P" FOR PRUNE

PLEASE INDICATE NORTH.

(STREET FRONTAGE)

This application will be assessed in accordance with Council's Tree Preservation Order. Approvals for removal may require replacement planting or other conditions as directed.

A decision regarding your application will be issued by Council in writing. No work can be done on the tree(s) without written approval. Failure to obtain approval may result in prosecution for breach of Council's Tree Preservation Order.

All Owners or Authorised Agent's Names

All Owners or Authorised Agent's Signatures

Date

If the application is being made by a Managing Agent on behalf of the property owners, a copy of the agreement is to be included authorising the agent to act on the owners behalf, and a letter stating that the property owners have been contacted and that they consent to the application being made.

If signing on behalf of a company, please print name and position within company below.

Name

Position

..... Common Seal (if applicable)

.....

.....

Privacy Notification

In completing this form you will be prompted to supply information that is personal information for the purposes of the Privacy and Personal Information Act 1998. The supply of this information is voluntary. If you cannot provide, or do not wish to provide the information sought, the Council may be unable to process your request. With regard to Tree Preservation Applications, Council requires the provision of owners name and address with signature/s to verify owners permission. Council is required under the Act to inform you about how your personal information is being collected and used. If you require further information please contact Council's Customer Service Centre on 9952-8222 and ask for an information sheet to be forwarded to you.