



Application to Remove or Prune Tree (s)

Office use only
TA20 ___ / ___ ID No.: _____

Hurstville Local Environmental Plan 2012, Clause 5.9 & Hurstville Development Control Plan No.1 – Hurstville LGA Wide, Clause 3.11

Applications must be lodged before 4.00pm each day

SECTION 1

Type of Approval Required – Tick as applicable

NB: Consult Council's website to confirm which consent required.

 Tree Management Permit
(all private land other than Hurstville City Centre and/or not Heritage Item)

 Development Consent
(all Heritage Items and/or land in the Hurstville City Centre ONLY)

SECTION 2

Applicant Details

Applicant

Family or Business Name

Address

Contact numbers

Email address

Contact for companies

Signature of Applicant

Company/ Surname:

First Name:

No.

Street:

Suburb:

Post Code:

Phone:

Fax:

Mobile:

@

Name:

ABN No.:

Position:

Signature:

Date:

The applicant must sign and where the applicant is a company, the company seal must be affixed

I consent to Council copying this development application, and any supporting material, for the purpose of obtaining public comment and/or making the information available under the provisions of Section 6 of the Government Information (Public Access) Act 2009 and Schedule 1 of the Government Information (Public Access) Regulation 2009 which includes publishing this information electronically on Council's web-site.

SECTION 3

Owner and Site Details – Location of Tree(s)

Land to be developed

(where trees(s) is/are located)

Address and Parcel details

Unit No.:

Street No.:

Street:

Suburb:

Post Code:

Lot:

Section:

Plan: DP / SP

Vol:

Folio:

Nearest Cross Street:

Consent of ALL LAND owner(s)

as shown on Council's Records. All names and signatures must be displayed where applicable.

Contact Numbers

Email

Contact for companies

Company / Surname:

First Name:

Street:

Suburb:

Post Code:

Phone:

Fax:

Mobile:

@

Name:

ABN No.:

Position:



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Note: Two directors' signatures and capacity to be shown (faxes / copies of consent letter / s not accepted). In case of Body Corporate a Seal is required.

Signature: Date:

Signature: Date:

As the owner(s) of the above property, I / we consent to this application and consent to Council's Officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application.



Consent of ALL ADJOINING LAND owner(s)

(ONLY where applicable)

as shown on Council's Records. All names and signatures must be displayed where applicable.

Note: Only applicable if tree is on Neighbouring Property – PRUNING ONLY

In addition to Council Consent your neighbours consent is required where overhanging branches are to be pruned back further than your boundary.

Company / Surname: First Name:

Street:

Suburb: Post Code:

Phone: Fax: Mobile:

@

Name: ABN No.: Position:

Signature: Date:

Signature: Date:

As the owner(s) of the above property, I / we consent to this application and consent to Council's Officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application.



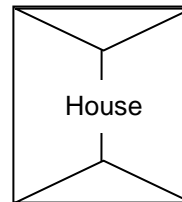
Tree Location Plan

Tree Location Plan Instructions:

- Fill out location map to identify the location of the trees and other buildings on the affected property.
- Number the trees to correspond with Tree details below.
- As the applicant and/or owner may not be at the property when it is inspected by Council's officer, the tree(s) listed below should be clearly marked eg. by tying a piece of string around each tree.

Tree Location Plan (aerial view)

Street



Note: If property is a complex, eg, units, townhouses, caravan park or school – Please attach a separate detailed site plan.



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TREE DETAILS	Number the trees to correspond with the Tree Location Plan above	PRUNE	REMOVE
TREE 1 Species Type		<input type="checkbox"/>	<input type="checkbox"/>
Reasons for pruning/removal			
TREE 2 Species Type		<input type="checkbox"/>	<input type="checkbox"/>
Reasons for pruning/removal			
TREE 3 Species Type		<input type="checkbox"/>	<input type="checkbox"/>
Reasons for pruning/removal			
TREE 4 Species Type		<input type="checkbox"/>	<input type="checkbox"/>
Reasons for pruning/removal			
TREE 5 Species Type		<input type="checkbox"/>	<input type="checkbox"/>
Reasons for pruning/removal			
SECTION 4	Further Information		
Section 4.1	Has any previous application been made to prune or remove the tree (s)? <input type="checkbox"/> No. <input type="checkbox"/> Yes – if yes, provide details		
Section 4.2	Is the property a heritage item <input type="checkbox"/> No. <input type="checkbox"/> Yes – if yes, you must apply for a development application at top of form.		
Section 4.3	Is the property subject to any current development application (DA), ie house, house alterations or additions, swimming pool, garage or subdivision? <input type="checkbox"/> No. <input type="checkbox"/> Yes – if yes, provide DA number Application No:.....		
Section 4.4	Are the tree (s) included in the Development Application (DA)? <input type="checkbox"/> No. <input type="checkbox"/> Yes – if yes, the trees will be assessed as part of the DA process, not under a Tree Management Permit.		
Section 4.5	Is there a dog on the property? <input type="checkbox"/> No. <input type="checkbox"/> Yes – if yes, provide details	Is the dog <input type="checkbox"/> Friendly <input type="checkbox"/> Aggressive <input type="checkbox"/> Other.....	
Section 4.6	Is access available to the property <input type="checkbox"/> Yes <input type="checkbox"/> No – if no, state why? Eg, locked gates Note – If access is unavailable at the time of inspection, a contact card will be left to arrange access.		





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Section 4.7	Other Attachments – Supporting Reports <input type="checkbox"/> Arborist <input type="checkbox"/> Pest Controller <input type="checkbox"/> Structural Engineer <input type="checkbox"/> Other
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SECTION 5	How to Pay
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Fees	<p>Payment of Application Fee must be made at the time of lodging this form, faxes will not be accepted.</p> <p>Fees are as per Council's Fees and Charges (GST exempt) \$50 unless exempt</p> <p>Do you have an Age Pension Card/Senior Citizen Card/Are you a public school? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Note: if ticked Yes, you are exempt from fees</p>
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Notes for Completing Tree Application

- Note 1 A plan of the land must include:
- a) location, boundary dimensions, site area and north point of the land (where known)
 - b) existing trees on the land which are to be inspected
 - c) location of existing buildings on the land
 - d) location of buildings on sites adjoining the land if relating to a neighbour's tree.
- Note 2 The application may be supported with additional material (e.g. photographs, etc.)
- Note 3 It is an offence to provide inaccurate information to Council and signing the application is a declaration that all information is true and correct. Inaccurate or unclear applications will be rejected and incomplete applications may be delayed or rejected.

Please seek Council's further advice if you do not understand what information is required.

Note: If you fail to submit required information and correct fees, or information you submit is not accurate the application may not be accepted by Council or processing may be delayed or the Application may be refused without any further notice.

Privacy Information: The details provided in this form may contain information that is personal information, which identifies you etc., for the purposes of the Privacy and Personal Information Protection Act. The purpose of collecting this information is to enable the Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons where such access is in accordance with the relevant regulations and requirements in this regard. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. The information will ultimately be stored in Council's records system.

How to lodge this application

<p>Courier or in person: Civic Centre (opening hours: 8.30am – 4.30pm Monday to Friday) MacMahon Street, Hurstville</p> <p>Mail: PO Box 205, HURSTVILLE BC NSW 1481</p> <p>ABN: 24782671133</p> <p>How to contact us: Phone: (02) 9330 6222 Fax : (02) 9330 6223 hccmail@hurstville.nsw.gov.au www.hurstville.nsw.gov.au</p>	<p>Fees, charges, contributions and bonds payable are shown in the Schedule of Fees and Charges available on our website and from the Customer Service Centre.</p> <p>Payments can be by cash, cheque, EFTPOS and some credit cards. Do not post cash. It is best to confirm fees before writing cheques.</p> <p>A dishonoured cheque will result in an application being cancelled and payment of a cheque dishonour fee will be required.</p> <p>Acknowledgement of application will be provided upon payment.</p>
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Fees	Fee Code	Amount	Receipt No.	Date	CSO Signature
Tree/s and Pruning	DATree	\$50			
Senior Citizen Card Holder – Owner of Property Only, Schools		N/A			



**LODGEMENT CHECKLIST
APPLICATION TO REMOVE OR PRUNE TREE(S)**

Please tick each box

Section 1 Type of Approval Required

Type of approval selected

Section 2 Applicant Details

Applicant's details fully completed

Signature

Section 3 Owner and Site Details

Property/Site description completed

Owner's details/Adjoining Owners details completed- if applicable

Consent/Signature of owner/owners obtained

Owners Corporation/Company Seal – if applicable

Legal Authority details included – if applicable

Tree Location Plan completed as per form requirements

Location of trees numbered on plan & correspond to tree details listed

Site Plan attached for complexes eg. units/townhouses, caravan park, schools, etc – if applicable

Tree species type included (if known) otherwise state "unknown"

Reasons for pruning/removal completed for each tree listed

All trees have been identified on the property eg. by tying a piece of string/rope around each tree listed on the application

Section 4 Further Information

Further Information Questions answered

Details of previous tree permits provided – if applicable

Development application/consent details provided – if applicable

Dog information provided

Question for access to inspect the trees completed.

Section 5 Correct Fees

Payment of the appropriate application fee at the time of lodging the application form – faxes will not be accepted.

Applicants must ensure that all the check boxes have been ticked and that all the information requested is attached before lodging the application with Council. Please clearly write your name below, and then initial and date the form to confirm that all required information is attached.

Name of Applicant	Applicants Initials	Date / /
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COUNCIL USE ONLY		
Checked by		Date / /