

Tree – Application for: Consent for Removal or Pruning

Document Number: 24/187934

Before completing, please read the information on the page 2 of this form.

Inspections (1-3 trees) - \$115.50	AP/TP
Inspections (4-10 trees) - \$234.50	AP/TP
Inspections (more than 10 trees) – \$380 Arborist tree plan required with numbered trees - Request quote	AP/TP

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"/> Neighbor	<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)			Email		
Mailing Address (if different)					
Tel (Home/Work/Mobile)			Fax (Home/Work/Mobile)		

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):			
Property Lot Number		Deposited Plan or Strata Number	

Details of Tree/s

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

Is this application related to COMPLYING DEVELOPMENT? Yes ☐ No ☐ **If yes, please supply an A4 copy of plans showing the location of the affected tree in relation to proposed buildings.**

Please Note

- Please attach any supporting documents – e.g. arborists / Engineers reports – to verify the reason for the work.
- The personal information required on this form may be available for public access under various legislation.

Applicant's Signature		Date: / /
OFFICE USE ONLY: Receipt no.	Date:	\$

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.

General Criteria

Council has determined upon inspection the tree meets all requirements of the current State Environmental Planning Policy and Council's Development Control Plan.

Otherwise – YES – you do need approval!

Where do I send my application and payment?

You can lodge your completed application form:

- In person at our customer service centres during business hours. For opening hours see www.bayside.nsw.gov.au.
- By email to CS.applications@bayside.nsw.gov.au. If lodged via email, Council's Customer Service Officers will call you to organise an over the phone payment.

- By post with any supporting documentation and a cheque or money order to PO Box 21 Rockdale NSW 2216.

Council prefers payment by cheque, money order, debit and credit cards (Visa and Mastercard). Payments made using a credit card will incur a service fee of 0.5% (GST exempt) or 0.55% (inc GST) depending on the fee being paid.

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 Parks & Open Space review this decision.

Review of TMO Determination: \$250.50 (AP/TP)

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. Accompanied by new information in the form of an Arborist report prepared by a level 5 Arborist or Structural Engineer report not available to the Tree Management Officer at the time.

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

You may lodge an application with Council for inspection of a neighbor's tree however any approval for work considered appropriate will be sent to the trees' owner(s).

It is not the role of Council to intervene in neighborhood disputes regarding trees. Conflicts may be resolved through the Community Justice Centre or, once all other attempts to resolve the matter have been exhausted, an application may be lodged with the Land & Environment Court for resolution under the Trees (Disputes between Neighbor's) Act 2006.

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.

Example

Please draw your site plan here or attach on a separate sheet.



Street