



**Burwood Council**  
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Office Use - Code: **T37**

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## TREE PERMIT APPLICATION FORM

- BURWOOD LOCAL ENVIRONMENTAL PLAN 2012, CLAUSE 5.9

- BURWOOD DEVELOPMENT CONTROL PLAN, SECTION 6.1

### SECTION A – APPLICANT DETAILS

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_

Telephone: (H): \_\_\_\_\_ (M): \_\_\_\_\_ Email: \_\_\_\_\_

### SECTION B – TREE (PROPERTY) OWNER DETAILS

The following section MUST BE completed by the tree (property) owner(s):

Name of Property Owner: \_\_\_\_\_

Address where tree(s) stand: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is your relationship to the applicant (eg: landlord, neighbour, relative, executor, etc)?  
\_\_\_\_\_

**I am the owner of the property where the tree(s) stand, and consent to the tree(s) being pruned or removed, as set out in this Application:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If the property has more than one owner, written consent to the application is required from all owners. If the subject property is a strata title property, an application may be lodged by the strata manager, secretary or chair of the body corporate. If the subject property is a hospital, school, church, company etc, the application must be signed by the appropriate authorised person.

Enquiries regarding tree matters can be addressed to the Tree Management Officer on (02) 9911 9888.

**SECTION C – TREE DETAILS**

i) Number of trees proposed to be pruned/removed? \_\_\_\_\_

ii) Which of the following works are proposed?

- Selective Pruning
- Root Pruning
- Prune by a third (1/3)
- Prune overhanging branches
- Crown Lifting
- Complete Removal

Other (please specify): \_\_\_\_\_

iii) Approximate height of the tree(s)? \_\_\_\_\_

iv) Species of the tree(s) (if known)? \_\_\_\_\_

v) Condition of the tree(s)? \_\_\_\_\_

v) Has a Development Application been lodged for the property? YES / NO

If YES, Development Application number, if known? DA \_\_\_\_\_

vi) Please state the reasons for your application:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

vii) Provide a plan diagram below showing the north point, street, location of trees and buildings:

## **SECTION D – EXPERT REPORTS**

(Please specify details of any expert report(s) attached to the application e.g. Arborist, Structural Engineer, Licensed Plumber, Registered Medical Specialist):

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## **SECTION E – APPLICATION FEE**

Please tick appropriate option:

- |                          |                               |                 |
|--------------------------|-------------------------------|-----------------|
| <input type="checkbox"/> | Remove/Prune 1-5 trees:       | <b>\$ 90.00</b> |
| <input type="checkbox"/> | Remove/Prune 6 or more trees: | <b>\$115.00</b> |
| <input type="checkbox"/> | Pensioner Concession          | <b>Free</b>     |

**Please note that Fees are current as of 1 July 2012 and are subject to change.**

## **SECTION F – YOUR PRIVACY**

If you are applying for consent as an individual, you may be providing Council with personal information (such as your name and address) within the meaning of the *Privacy and Personal Information Protection Act 1998*.

You are obliged by law to provide your name and address. If you do not provide the personal information requested Council may be unable to process your application.

Council is collecting this personal information from you in order to identify and process your application.

You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from being made publicly available. Council will consider any such application in accordance with the relevant legislation.

Enquiries concerning this matter can be addressed to Council's Customer Service Manager.

## **SECTION G – APPLICANT DECLARATION**

I acknowledge that submission of this application form does not constitute approval for any work proposed to be performed on a tree, nor does it imply approval. I also acknowledge that I **MUST NOT** undertake any removal or pruning work related to this application until such time as approval is granted by Council in writing.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_