



Liverpool city council
creating our future together

Customer Service Centre

Level 2, 33 Moore Street, Liverpool NSW 2170
 Locked Bag 7064, Liverpool NSW 1871
 DX 5030, Liverpool NSW Phone: 1300 36 2170 NRS: 133 677
 Website: www.liverpool.nsw.gov.au E-mail: lcc@liverpool.nsw.gov.au

Property No.

Tree Application No.

Office Use Only

APPLICATION TO PRUNE OR REMOVE A TREE ON PRIVATE PROPERTY

1. What is the address of the property on which the work is to be carried out?

House No	Shop/Unit No	Lot	(Section) (If known)	Deposited Plan (DP) or Strata Plan (SP) (If known)	Office Use Only <input type="checkbox"/>
Street			Suburb		

2. Proposal of work

Number of Tree(s) to be pruned:	Number of Tree(s) to be removed:	<input type="checkbox"/>
Reasons for Pruning and/or Removing the Tree(s) :- (Where appropriate, attach copies of supporting reports)		
Will it be necessary for the inspecting officer to make special arrangements for access into your property? (eg security, dogs) etc: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
If Yes, contact name: _____ Phone Number: _____		

3. Applicant - details of person applying for approval

Company (if applicable)				<input type="checkbox"/>
Mr/Mrs/Ms	Surname(s)	First Name(s)		
Address			Postcode	
Phone:	Business:	Mobile:	Home:	
Email		Fax:	Date:	
Signature(s): (or person signing on behalf of applicant - please state in what capacity)				

4. Owner's details (this section must be signed by the owner)

Company (if applicable)				<input type="checkbox"/>
Mr/Mrs/Ms	Surname(s)	First Name(s)		
Address			Postcode	
Phone	Business:	Mobile:	Home:	
Email		Fax:	Date:	

Signature of owner(s)

Site Plan sketch: (not required to scale) (If insufficient space, please attach separate sheet)



Indicate in this box, trees to be removed/pruned, existing buildings, boundary fences and street frontage

(Please see overleaf)

OFFICE USE ONLY: Code: AP/MISC/TP Fee:	Receipt No:	Date:
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APPLICATION TO PRUNE OR REMOVE A TREE ON PRIVATE PROPERTY

Tree Preservation Policy

Trees play a very important role and add many benefits to our environment by helping to enhance streetscapes, reduce climatic extremes, improve air quality and provide habitat for wildlife. The aim of the policy is to maintain and enhance the amenity of Liverpool, and to protect the natural environment.

Part 5, Clause 5.9 (3) of Liverpool Local Environmental Plan 2008 states:

“A person must not ringbark, cut down, prune, lop, top, remove, injure or willfully destroy any tree or other vegetation to which any such development control applies without the authority conferred by :

- (a) Development consent, or**
- (b) A permit granted by Council”.**

This clause does not apply to a tree or other vegetation that the Council is satisfied is dying or dead and, is not required as the habitat of native fauna or, to a tree or vegetation that the Council is satisfied is a risk to human life or property, or where the tree is a species that is specified in the Liverpool Local Environmental Plan 2008 Schedule 6 - Exempt Trees.

A permit under this clause cannot allow any ringbarking, cutting down, topping, lopping, removal, injuring or destruction of a tree or other vegetation that is, or forms part of a heritage item or that is within a heritage conservation area.

Any person who contravenes, or causes, or permits to be contravened, the guidelines of the Tree Preservation Policy, shall be guilty of an offence and liable to prosecution in the Local or Land and Environment Courts.

Fee

An administration fee of \$40.00 is payable at the time the application is lodged. An additional assessment fee of \$15.50 per tree that is proposed to be removed is also payable. The fees collected for the tree assessment fee will be used to fund tree planting projects within the Liverpool Local Government Area.

Should an application to remove a tree(s) be refused, no refunds will be payable.

Council will waive the Administration fee for applicants who present their Pensioner’s Card or Health Care Card at the time of lodging the application. Please note that the tree assessment fee is still payable.

The following table sets out how the fee will be applied:

Number of trees proposed to be removed	Administration fee	Tree Assessment fee	Total fee
1	\$40.00	\$15.50	\$55.50
2	\$40.00	\$31.00	\$71.00
3	\$40.00	\$46.50	\$86.50
4	\$40.00	\$62.00	\$102.00
5	\$40.00	\$77.50	\$117.50
6	\$40.00	\$93.00	\$133.00
7	\$40.00	\$108.50	\$148.50
8	\$40.00	\$124.00	\$164.00
9	\$40.00	\$139.50	\$179.50
10	\$40.00	\$155.00	\$195.00

* Each additional tree to be assessed will incur an additional fee of \$15.50 per tree.

IMPORTANT:

Any personal information provided by you on this form will be used by Council or its agents to process this application. The provision of this information is voluntary, however, if you do not provide the information, Council will be unable to process your application. Once collected by Council, the information can be accessed by you and may also be available to third parties in accordance with Council’s “Access to Documents Policy”.