

TREE PRESERVATION ORDER APPLICATION

OFFICE USE ONLY



No. /

FEE

up to 10 trees

10 or more trees

Is there a dog requiring restraint? Yes No

Title Mr Mrs Miss Ms Other

Surname

Given Names

Company Name

Postal Address

Post Code

Phone Mobile Fax

House No. Street

Suburb

Lot(s) Section D.P or S.P

Nearest cross street

Number of Trees **PRUNE** or **REMOVE**

Reasons for Removal/Pruning

SITE DIAGRAM

OWNER'S CONSENT

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections.

Signature(s) Date

PERSONAL PRIVACY

Under the Privacy and Personal Information Protection Act (PIPPA), Council is required to advise you that personal information being collected from you in relation to this matter will only be used for the lawful and proper functions of Council.

Any such use will be in accordance with this Act and its associated Management Plan and Codes.

Enquiries concerning this matter can be addressed to the Privacy Contact Officer, Lake Macquarie City Council, Box 1906, Hunter Region Mail Centre, NSW 2310, or by calling the Customer Service Centre on 4921 0333.

TREE PRESERVATION ORDER

When is an application required for clearing or tree removal/pruning?

- NSW native vegetation
- A NSW native tree, shrub or sapling over three (3) meters high
- A tree listed in Council's significant tree
- Trees or native vegetation that are subject to condition of development consent that requires them to be retained, and/or
- Any trees or native vegetation that are listed as heritage items or are in a conservation area

When can I remove/prune a tree without an application?

- Tree works and clearing that are necessary to carry out an approved development and have been approved as part of the development consent
- Building works within five (5) metres of the outermost projection of an approved building or structure on the subject land
- Clearing of a tree or native vegetation that is within one (1) metre of a sealed driveway to a building for which approval has been granted on the same allotment
- The removal of non-native (exotic) tree species unless it is a heritage item in a conservation area or specifically listed in Council's Significant Tree Register - see web address below
- Removal of dead or dangerous trees, where the instability is obvious and is independently confirmed by an approved arborist and there is immediate danger and/or hazard, for example structurally split trunks, trees or limbs, felled by storms, that may damage buildings or block access ways

What will happen once I lodge my application?

- Tree applications take approximately 4 weeks to be assessed, however this may be longer depending on demand at the time.
- Council's Tree Assessment Officer will inspect the tree and make an inspection report and determination. The Tree Officer does not make an appointment to carry out inspections.
- If you wish to appeal a decision, written advice quoting Council's reference number must be received within 12 months from the original decision. Your appeal should be accompanied by:
 - a qualified arborist's report. This may include a resistograph as appropriate
 - a full list of the reasons you are appealing the decision
 - additional information relating to the original application, as appropriate

What penalties will I apply for removing trees without consent?

Under Section 125 and 126 of the Environmental Planning and Assessment Act (1979), on-the-spot-fines or court proceedings may apply to the injury, unnecessary disturbance or removal of trees and native vegetation on private land.

For further information on the Tree Preservation Order see <http://www.lakemac.com.au/ourcity/lep2004/viewDCP/index.htm> follow Guidelines Vol 1 & 2 link and scroll to Tree Preservation Order

ENTRY ONTO LAND

You are advised that access to your property may be require by Authorised Officers of Council in order for them to process your application and determine compliance with any consent that may be issued. By the submission of this application or by authorising its submission by another person/s, it is assumed you are giving approval of entry to your premises to Council staff. Access may be made in your absece. Should access be require, staff may make contact with you beforehand to make the necessary arrangements

See Section 118 of the Environmental Planning & Assessment Act for further details.

HOW TO LODGE YOUR APPLICATION

Address the application to: The General Manager
Lake Macquarie City Council

Send application to us by any of the following methods:

Mail:	Box 1906, Hunter Region Mail Centre 2310	Payment:	Enclose cheque/money order for applicable fees
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Courier or
personal delivery: 126-138 Main Road,
Speers Point NSW 2284

How to contact us: Phone: (02) 4921 0333
Fax: (02) 4958 7257
Email: council@lakemac.nsw.gov.au