

**MERIT No:**

## About this form

Use this form to apply for a permit to prune or remove a tree from private land that is protected by the provisions of the Marrickville Council Development Control Plan (DCP) - **Section 2.20 Tree Management**.

We will only consider this application if you are the owner **or** have obtained the written consent of the owner of the property in which the tree/s stand. If you are having difficulty in communicating with the owner of the property regarding a tree issue the Community Justice Centre may provide you with free mediation. Contact them on **1800 990 777**.

**NOTE 1: Please complete all sections. Failure to do so may result in the rejection of your application or delays in the determination of your application. Mandatory fields on this form marked with an \* must be completed before submitting the application. After your application has been received a Council Officer will contact you within 15 working days.**

**NOTE 2: If you are seeking removal of a tree that has been required to be retained in a development consent condition you will need to apply for a Section 96 amendment to your development consent. To find out who to speak to regarding this please contact our Customer Service Centre on 9335 2222.**

## 1 Property Details

Number\* ..... Street\* ..... Suburb\* .....

Lot Number ..... DP or SP Number..... *Lot and DP numbers can be found on Council's Rates Notice*

Has a current or active development application been lodged for this property?

No  Yes - Development Application Number/s.....

Has the retention of the tree/s been the subject of a condition of a Development Consent issued by Council within the last 5 years?  No  Yes - If yes refer to note 2 above.

Is this the first application for this tree?  Yes  No - Last Application Date/s.....

Is the application for Tree Removal within a Heritage Listed property or in a Heritage Conservation Area? (Information available from Council's website at [www.marrickville.nsw.gov.au/planning/heritage\\_and\\_conservation](http://www.marrickville.nsw.gov.au/planning/heritage_and_conservation) or for viewing at Council's Administration Centre.)

No  Yes - You will need to submit a Development Application with an accompanying Level 5 Arborist Report. A Development Application form is available from Council's website or Administration Centre.

## 2 Applicant's Details *If the application is on behalf of a Body Corporate details should be provided for a representative eg Secretary or Managing Agent on the condition that a resolution has been made to this effect.*

Title\* ..... Given Name/s\* ..... Family Name\* .....

Business/Company Name.....

Business/Home Address\* .....

Postal Address (if different from above).....

**Note: before this application can be lodged at least one of the methods of contact below must be supplied\***

Contact Number..... Fax.....

Mobile Number ..... Email.....

**3 Proposed Work Details\*** Please tick appropriate box(es) and provide a written description. **NOTE:** This application covers up to five (5) trees on one lot. Additional trees are charged at \$10 per tree.

**Tree 1**

**Location on property:**  Front  Rear  Side of property **Proposed Works:**  Pruning  Removal

Tree species/Common name (if known):

Reason for pruning/removal:

**Tree 2**

**Location on property:**  Front  Rear  Side of property **Proposed Works:**  Pruning  Removal

Tree species/Common name (if known):

Reason for pruning/removal:

**Tree 3**

**Location on property:**  Front  Rear  Side of property **Proposed Works:**  Pruning  Removal

Tree species/Common name (if known):

Reason for pruning/removal:

***N/B If you are applying for more than 3 trees please attach additional tree details on a separate sheet***

**4 Site Diagram\*** Please provide sufficient details to locate tree/s within the site. Label tree/s numerically & locate property boundaries, main dwelling, driveway and include street names

## 5 Property Access Details

Access to your property may be required by Inspecting Officers of Council in order for them to process your application. 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 property to Council staff. Access may be made in your absence.

Is it necessary for someone to be present to allow access  No  Yes - Who do we contact?

Contact Person..... Contact Number.....

Are there any dogs or security measures we need to know about?  No  Yes - Please specify below:

## 6 Land Owner/s Consent \* - All registered owners of the property must consent

I/We, the undersigned being the owner/s of the land to which this application relates hereby consent to the submission of this application. I also give consent for authorised Council officers to enter the land to carry out inspections. I agree to abide by any conditions, including conditions to undertake replanting, imposed as part of Council's determination of this application.

**Note: Council WILL NOT process this application without the appropriate owner's consent.**

Consent and Seal of the owners corporation is required if the proposed works involve or affect common property. The Strata Managing Agent or two (2) members of the owners corporation must sign.

If you are signing on the owner's behalf, please state the nature of your legal authority and **attach full documentary evidence** eg Power of Attorney.

Given Names..... Family Name .....

Company Name..... Contact Number.....

Address.....

Signature..... Date.....

Given Names..... Family Name .....

Address..... Contact Number.....

Signature..... Date.....

**Company/Strata Stamp or Seal:**

## 7 Payment Details

An administration fee of **\$103.50** including GST is payable unless a pension card is produced by the owner of the property where the tree/s are located.

Pension Card Number (if applicable).....

**Note: Applications submitted by fax or email *must* be accompanied by a completed Credit Card Payment Form (available for download from Council's website). Applications will not be processed until payment is received.**

## 8 Applicant Declaration\*

I declare that the information provided in this application is true and correct at the time of signing and that the owner of the tree/s has been informed of this application. I have read and understood Part 5 of this form and authorise Council officers to access my land to carry out inspections for the purposes of determining this application.

Given Names.....Family Name .....

Signature..... Date.....

## 9 Lodgement Details

You can lodge the completed application by:

**Email:** [council@marrickville.nsw.gov.au](mailto:council@marrickville.nsw.gov.au)

**Mail:** Marrickville Council  
PO Box 14  
Petersham NSW 2049

**Fax:** (02) 9335 2029

**In Person:** 2-14 Fisher St, Petersham; Monday – Friday 8:30am – 5pm

**What Now:** After your application has been received a Council Officer will contact you within 15 working days.

For further information regarding your application please contact us by:

**Telephone:** 9335 2222

**Web:** [www.marrickville.nsw.gov.au](http://www.marrickville.nsw.gov.au)

**Your Privacy:** The supply of personal information is legally required and will assist Council officers in assessing your application. Failure to supply the information may result in delays or rejection. Under the *Government Information (Public Access) Act* and the *Environmental Planning and Assessment Act* all Tree Permit Applications and associated documents are public documents and therefore the details provided in this application may be made available to members of the public. At anytime you have access to view or correct any personal information you have supplied. The information you have supplied will be stored at Council offices.

### Office Use

Amount Paid

Receipt No:

Date:

Receiving Officer: