

# Application to Remove or Prune a Tree



Before completing please read the information on the back of this form

Application fee - \$33  
(GST Exempt)

Office Use Only  
Tree

## 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):			

## 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			
<b>Tree 1</b> Species / type of tree	<input type="checkbox"/> Removal		<input type="checkbox"/> Pruning
Location within property	Reason for work		
<b>Tree 2</b> Species / type of tree	<input type="checkbox"/> Removal		<input type="checkbox"/> Pruning
Location within property	Reason for work		
<b>Tree 3</b> 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.

## 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"/> Neighbour	<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)					
Mailing Address (if different)					
Tel (Home/Work/Mobile)			Fax (Home/Work/Mobile)		

## Please Note

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

Applicant's Signature	Date: ____ / ____ / ____
-----------------------	--------------------------

## Rockdale City Council

Office Hours – 8.30am to 4.30pm (Mon-Fri), 9am-1pm (Sat)  
2 Bryant Street / PO Box 21 Rockdale NSW 2216  
rcc@rockdale.nsw.gov.au www.rockdale.nsw.gov.au  
DX 25308 Rockdale ABN 66 139 730 052  
Tel 02 9562 1666 Fax 02 9562 1777

## 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.

You **do NOT** need Council approval to remove or prune a tree if the tree is:

- No higher than 3m and has a girth of no more than 300mm at a height of 1m above the ground.
- In Council's opinion, is dying or dead or has become dangerous.
- A species declared to be a noxious weed under the Noxious Weeds Act 1993 or fruit plants identified in Schedule 1 to the Plant Diseases Act 1924.
- A species exempted from Council's Development Control Plan 2011.

Otherwise – YES – you do need approval!

### Where do I send my application and payment?

You can pay in person at Council's Customer Service Centre – 2 Bryant Street, Rockdale or you can post your application and a cheque or money order to Rockdale City Council, PO Box 21, ROCKDALE NSW 2216.

### 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 Operations review this decision. If you are still not satisfied you can request that your application be put to a Council meeting for determination.

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.

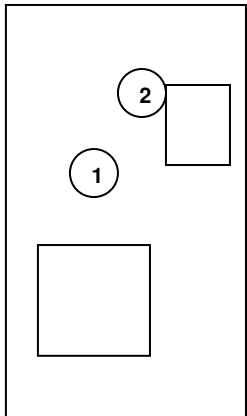
### What are my options if I want to prune a tree on my neighbour's property?

You may lodge an application with Council for inspection of a neighbour'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 neighbourhood 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 Neighbour'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.

<p><b>Example</b></p>  <p>The diagram shows a rectangular property boundary. Inside, there are two trees represented by circles with numbers '1' and '2'. Tree '1' is a smaller circle on the left side. Tree '2' is a larger circle on the right side, positioned above a smaller rectangular building. Below tree '1' is a larger rectangular building. At the bottom of the property boundary, the word 'Street' is written.</p>	<p>Please draw your site plan here or attach on a separate sheet</p>
--	--