



Application Form

Tree Pruning or Tree Removal

Part 1 – Office Use Only

Receipt Number	Receipt Date	Total Fee Paid	Application Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Customer Service Officer	Signature:	Date	Attachments Y/N
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Part 2 – Property Description

Number of trees to be inspected <input type="text"/>	Unit No.	House No.	Street	Suburb
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
			Lot No.	Deposited / Strata Plan No.
			<input type="text"/>	<input type="text"/>

Part 3 – Applicant Details

All contact regarding applications will be made through the applicant. If you wish to authorise another person/company to be the contact a separate written statement must be provided stating their name and contact details

Title	Given Name(s)	Family Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Unit No.	House No.	Street	Suburb
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Company Name (if applicable)	Contact Phone Number	Email Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Part 4 – Owners Consent

Every owner of the land must sign this form.

If the owner is a company, the form must be signed by an authorised director, **and the common seal must be stamped on this form**. If the property is under strata title or a lot in a community title then in addition to the owners signature the common seal of the body corporate must be stamped on this form over the signature of the owner and signed by the chairman or secretary of the Body Corporate or the appointed managing agent.

Title	Given Name(s)	Family Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company Name (if applicable)	ABN / ACN	
<input type="text"/>	<input type="text"/>	
Address		
<input type="text"/>		
Email Address		
<input type="text"/>		
Owner's / Authorised Delegate's Signature	Date	
<input type="text"/>	<input type="text"/>	
Owner's / Authorised Delegate's Signature	Date	
<input type="text"/>	<input type="text"/>	

Contact Phone Number

Special arrangements to access the property	Does the inspecting Officer need to make arrangements to access the property? Y / N <input type="checkbox"/>
Contact Name <input type="text"/>	Contact Number <input type="text"/>

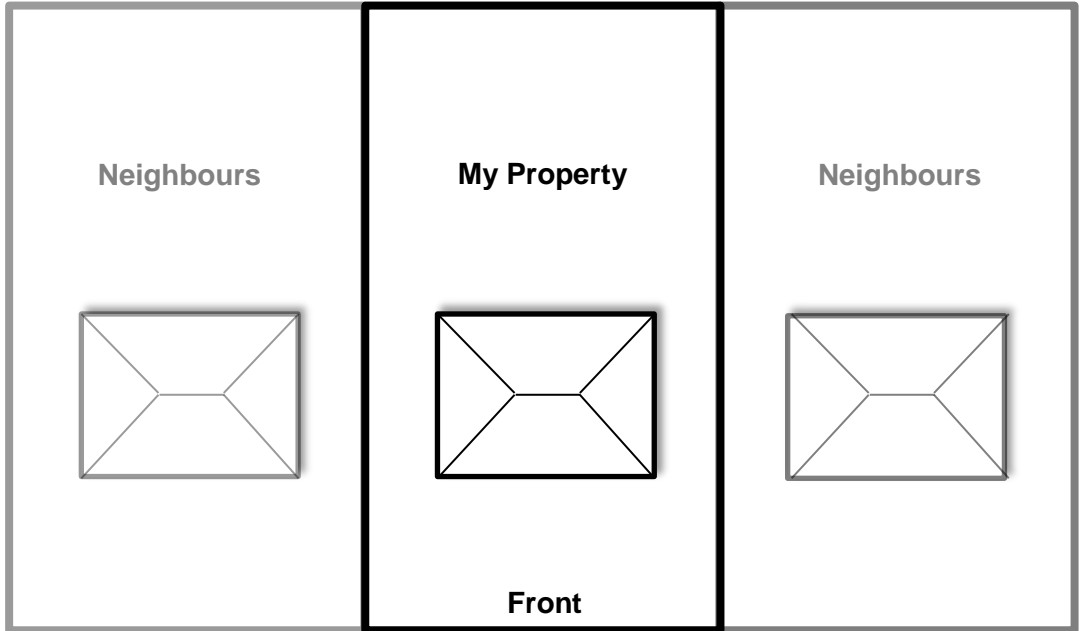
Part 6 – Site Plan / Tree/s Location

On the plan 'My Property' mark the location of existing driveway and free standing structures eg. Shed, pool.

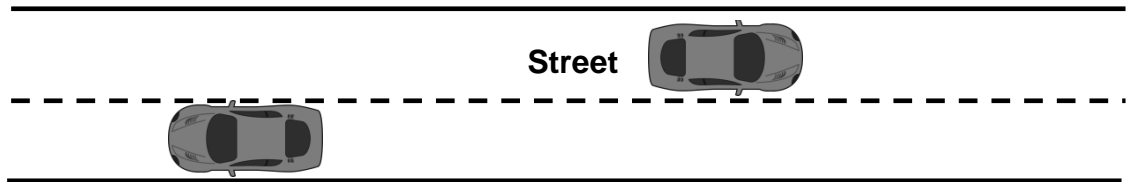
Use a symbol and number (as shown below) to indicate the location of each tree to be inspected.

Ensure that the tree number corresponds with the Tree Detail list in Part 7 below.

Please ensure that you mark each tree to be inspected on site with a paint dot or tie a string or ribbon around the trunk



Example



Part 7 – Tree Details

In order to complete this section it is recommended that you engage a qualified arborist to provide advice on tree health and condition including recommended tree action prior to lodging your application. Written Arborist comments may be attached to support of your application. This information will assist in the efficient processing of your application.

Tree T1	Tree Name / Species <input type="text"/>	Botanic Name (if known) <input type="text"/>	Prune <input type="checkbox"/>	Remove <input type="checkbox"/>
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Reasons for pruning / removal

Tree T2	Tree Name / Species <input type="text"/>	Botanic Name (if known) <input type="text"/>	Prune <input type="checkbox"/>	Remove <input type="checkbox"/>
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Reasons for pruning / removal

Part 7 – Tree Details con't

Tree T3 Tree Name / Species Botanic Name (if known) Prune Remove

Reasons for pruning / removal

Tree T4 Tree Name / Species Botanic Name (if known) Prune Remove

Reasons for pruning / removal

Tree T5 Tree Name / Species Botanic Name (if known) Prune Remove

Reasons for pruning / removal

Tree T6 Tree Name / Species Botanic Name (if known) Prune Remove

Reasons for pruning / removal

Attach another page if necessary

Part 8 – Applicant Declaration

Under Section 147 of the *Environmental Planning and Assessment Act 1979* any reportable political donation to a Councillor and/or any gift of a Councillor or council employee within a two (2) year period before the date of this application must be publicly disclosed. Are you aware of any person with a financial interest in this application who made a reportable donation or gift in the last two (2) years? If yes, complete the Political Donation and Gifts Disclosure Statement and lodge it with this application. If no, in signing this application I undertake to advise the Council in writing if I become aware of any person with a financial interest in this application, who has made a political donation or has given a gift in the period from the date of lodgement of this application and the date of determination. Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.

I apply for approval to carry out the development as described in this application. All information in the application is to the best of my knowledge, true and correct.

I understand if the information is incomplete, the application may be rejected or more information may be requested.

I accept processing delays will arise if there are inadequacies with the application.

I declare the electronic data provided is a true copy of all plans and associated documents submitted with this development application.

I understand Council may use materials provided for notification/advertising purposes

I am authorised by the copyright holder of any material submitted with this application to provide this material to Council. In doing so I understand and the copyright holder acknowledges this material may be made publicly available at Council's offices, on Council's website and to third parties on request both during and after the assessment is complete.

Print Name:

Applicant Signature:

Date:

Part 9 – Camden Tree Protection Provisions – General Information

Why are Trees and Vegetation Protected in Camden?

Trees and vegetation contribute to local amenity and help make our urban environment liveable by reducing climatic extremes, improving air quality, providing habitat, reducing erosion and salinity.

Future development in the Camden LGA will place significant pressure on existing trees and space for new trees as available land becomes increasingly scarce. The aim is to prevent unnecessary tree and vegetation removal and poor tree and vegetation management.

The objectives of Tree and Vegetation Protection in Camden are to;

1. Protect the trees and vegetation that contribute to the ecological, botanical, cultural, heritage and aesthetic amenity of the Camden LGA.
3. Provide criteria for permitting removal and appropriate ongoing management of prescribed trees and vegetation.
4. Ensure that stakeholders are notified where proposals involving tree removal are likely to impact on local amenity.
5. Ensure where appropriate tree removals are offset by replacement planting so that overtime there is no net loss of Camden's biomass.

What Trees and Vegetation are protected in Camden?

Any tree or vegetation is prescribed as being a tree, sapling or shrub which meets or exceeds one of the following;

1. **is 3 metres or more in height;**
2. **has a circumference of 300mm (100mm diameter) or more at a height of 1 metre above natural ground surface; or**
3. **has a branch span of 3 metres or more.**

What Tree Pruning or Tree removal is exempt from Tree Protection?

1. a tree that is confirmed dead by a qualified arborist, provided that the tree does not contain hollows or habitat resources.
2. a tree that harbours fruit fly;
3. the following trees:
 - a. Privet (*Ligustrum* sp.)
 - b. African Olive (*Olea africana*)
 - c. Honey Locust (*Gleditsia triacanthos*)
 - d. Lantana (*Lantana camara*)
 - e. Cocos Palm (*Syagrus rhomanzofianum*);
4. Minor pruning of branches no greater than 50mm diameter provided that:
 - a. the pruning is undertaken to promote good plant health (AS 4373 Pruning of amenity trees).
 - b. if the tree is located on a neighbouring property, the permission of the owner has been sought prior to pruning work.

If you would like more information on Tree Protection go to **Clause 5.9 of Camden Local Environment Plan 2010 & Part B1.5 of Camden Development Control Plan 2011 on our webpage;**
<http://www.camden.nsw.gov.au/development/plans-and-policies/>

What level of qualification do my tree contractor /Arborist require to carry out tree work?

Your tree contractor must be insured and qualified. The minimum standard of Australian Qualification Framework (AQF) Level 3 in Arboriculture is required for carrying out of tree works and AQF Level 5 in Arboriculture is required for Hazard, Tree Health and Risk Assessments and Reports.

What if I have a problem with my neighbours tree?

In the first instance you should discuss the matter with your neighbour, keeping in mind that tree pruning or tree removal will require Council consent. Council will accept applications from neighbours provided you have the permission of the owner of the tree. The owner must also sign the application form.

If Council issues a consent permitting tree pruning or tree removal this does not compel the tree owner to carry out such tree work, nor does it imply that you have permission to enter your neighbours property to carry out the tree work.

Where the cooperation of your neighbour is not obtained or there is a dispute over the tree, the matter should be referred to the Community Justice Centre for assistance with mediation. <http://www.cjc.justice.nsw.gov.au/> or phone 1800 990 777

For disputes that can not be resolved you may make application to the Land & Environment Court under the provisions of the Trees (Disputes between Neighbours) Act 2006. <http://www.lec.justice.nsw.gov.au>

What if I am in a Bush Fire affected area.

The NSW Rural Fire Service (RFS) has developed a code of practice for vegetation clearing. The document is called the 10/50 Vegetation Clearing Code of Practice for New South Wales and sets out what clearing activities are permitted within 10/50 Vegetation Clearing Entitlement Areas.

The 10/50 Vegetation Clearing law and Code of Practice is a NSW Government initiative formed in conjunction with the RFS and is not an initiative or policy of Council. Council is unable to provide advice on the 10/50 Vegetation Clearing Code of Practice or the 10/50 Vegetation Clearing Entitlement Area.

How can I find out if I'm in a 10/50 Vegetation Clearing Entitlement Area?

The RFS web page allows you to search for your property using an online tool which will determine if your property is within the entitlement area.

<http://www.rfs.nsw.gov.au/plan-and-prepare/1050-vegetation-clearing/tool>

Contact Council

<http://www.camden.nsw.gov.au>



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