Receipt Code 215

APPLICATION TO PRUNE/REMOVE TREES ON PRIVATE PROPERTY

(made under Clause 5.9 of the Mosman LEP 2012)

1 JULY 2013 – 30 JUNE 2014

APPLICANT DETAILS

Title: Given Name(s) Surname / Last Name

Mr/Mrs/Ms/Dr
Other:

Company name:

Contact Address:

Unit / House Number

/ –

Street or PO Box:

Suburb: State: Postcode:

*Daytime Phone: *Fax: *Mobile:

*Email: If you want the assessment to be sent by e-mail please tick ☐

**Voluntary information only (assists with timely processing of your application). See Privacy and Personal Information Protection Act 1998.*

Details of Property Owner where tree/s are located (if different from Applicant)

Full Name or Company name:_____ Strata Plan No:_____

Primary Contact (if different):_____

*Daytime Phone H:_____ *W:_____ *Mob:_____

Signature:_____(*I also acknowledge the accompanying Privacy and Personal Information Protection Act 1998*)

PRIVACY AND PERSONAL INFORMATION PROTECTION ACT 1998

Your personal information is being collected to process this application. The supply of personal contact information by you [marked with an asterisk (*)] is voluntary. If you cannot provide or do not wish to provide this information, the Council may not be able to process your application in a timely manner. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. This application form and the information contained in it are accessible to the public upon enquiry.

DECLARATION

The details provided by me are correct and I have read and understand the above 'Privacy' information.

_____ _____

(Applicant's Signature) **(Date)**

FEES AND PAYMENT

Method of lodgement

Applications with payment may be submitted in person at Civic Centre, Mosman Square, Mosman. Applications lodged by post should be addressed to The General Manager, PO Box 211, SPIT JUNCTION, NSW 2088. Applications received by fax will not be processed. For further information contact Council on 9978-4000 between 8.30am and 5.00pm Monday to Friday.

A fee of **$41** for applications involving 1-3 trees and **$63** for 4 trees or more is payable for lodgement of this application. (Pensioners will receive a 50% discount on production of a pension card). Only the original Application to prune / remove trees on private property form with payment will be accepted. Payment may be made by cash, cheque or credit card (MasterCard, Visa and Amex accepted). Credit Card transactions incur a service fee: 1% by Mastercard and Visa, and 1.4% by American Express cards. If paying by credit card please complete the following:

Card Number: _____ Amount: _____

Cardholder Name: _____Expiry Date: _____

Signature: _____Day Time Phone: _____

OFFICE USE ONLY

Receipt No.: _____ Date: _____ Amount: $ _____

TREE DETAILS

Address where tree/s are located: _____

Do we require your presence for access to the site? ☐ YES ☐ NO (Delays may result if your presence is required)

Signature: _____

a) Has a Tree Pruning and Removal application been submitted for the tree/s previously? ☐YES ☐NO
b) Is there a completed development where the approved plans / consent conditions require the retention of the tree/s? ☐YES ☐NO
c) Is there a current development approval where the approved plans / consent conditions require the retention of the tree/s? ☐YES ☐NO
d) Is the site subject of a current development application or complying development certificate application? ☐YES ☐NO
e) Were previous applications for pruning or removal ☐ Refused ☐ Approved ☐ Pending ☐N/A
f) Do you intend to submit a Development Application which would affect the tree/s? ☐YES ☐NO
g) Has additional information (eg. an arborist's report) been supplied which supports the above claims? ☐YES ☐NO

Tree Details (as numbered on Block Plan below) **Total number of trees:** _____

No.	Species (if known)	Proposed works*	Reason for works**

***Proposed work**: Prune (P), Remove (R) Transplant (T) Root Prune (RP)
****Reason for work**: Increase Views (V), Increase Solar Penetration (S), Construction or Excavation (C), Overcrowding (O), Pest Control (P), General Tree Care (G), Property Damage (D), Hazard Reduction (H), Other (T- please specify).

BLOCK PLAN: Please show each tree/s as numbered above, boundaries, streets, street names, house numbers, north and **direction of views** (if applicable)

GUIDELINES FOR APPLICATIONS

1. Is the tree:

a) over 5 metres high (2 metres high in heritage conservation areas)
b) has a trunk girth (circumference) greater than 450mm measured 300mm above ground level
c) not listed as an exempt species under Clause 5.9 Mosman Council LEP 2012. Please refer to Council website for list of exempt species
d) owned by others or on public land

If all answers are No – an application to prune/remove is not required. If any answer is Yes - go to 2.

2. If the tree is located on:

a)	your property	go to 1 [but excluding d)]
b)	land controlled by Strata Plan or Company Title?	go to 3
c)	a neighbouring property?	go to 4
d)	Council owned or managed land?	***go to 5***

3. If a Strata Plan or Body Corporate or Company Title controls property where tree is located a copy of the Minutes of the Strata Plan / Body Corporate meeting approving the proposed tree work must be attached to the application.

4. If the tree or branch to be pruned / removed is within the neighbour's boundary the owner of the tree must sign the application. If **branches are overhanging,** the owner of the property affected by trees in a neighbouring property may apply for a Tree Pruning and Removal Permit to prune that part of the tree overhanging the boundary. Although the owner of the tree is not required to sign the application a Council permit is required. Any such permit granted by Council does not authorise the applicant (or engaged contractor) to enter any neighbouring property in order to carry out the approved pruning works.

5. If the tree is located on Council owned or managed land you will need to complete a Mosman Council *Application to Prune / Remove Trees on Public Land form* which is available from Council's web site at www.mosman.nsw.gov.au/environment/trees or contact Council on 9978 4000.

6. Council aims to assess the application within 10 working days.

Council in determining an application under clause 5.9 of Mosman LEP 2012 must have regard to:

(a) The health and or condition of the tree or trees; whether the tree is dead or dangerous*; proximity to existing or proposed structures; interference with utility services, and interference with views; and amenity of any person or property;
(b) Necessity for action in order to construct improvements to the property the subject of the application to achieve reasonable development;
(c) Effects in the nature of erosion, soil retention or diversion or increased flow of surface waters;
(d) The number of trees in the relevant area and the effect on the amenity of such area;
(e) The number of healthy trees that a given parcel of land will support; and
(f) Whether the tree(s) in question provide habitat for fauna.

** In cases where an applicant has claimed that a tree is dangerous or hazardous, an independent arborist report will be required to be carried out by a qualified (AQFS, minimum level 4) consulting arborist who does not carry out tree pruning or removal work. Council does not provide tree consultancy services or tree hazard assessments for trees on private property.*

Council may issue a permit or development consent under clause 5.9 of Mosman LEP 2012 subject to specific conditions including that a replacement tree(s), which will attain a minimum height as specified by Council, is/are planted and maintained to ensure the health and habit of the tree to maturity in a suitable position on the property to the satisfaction of Council.