

# DEVELOPMENT APPLICATION

## FOR TREE REMOVAL ON HERITAGE PROPERTIES

### About this form

Use this form to apply for approval to remove a tree that is located within a property that is heritage listed or is located within in a heritage conservation area. This form is required so that Council can protect and manage the urban forest within the City of Ryde and can ensure that any tree removal from a heritage listed property or within a heritage conservation area:

- Complies with the *Environmental Planning and Assessment Act 1979*
- Complies with Part 9.6 Tree Preservation of the City of Ryde Development Control Plan 2014, the Local Environment Plan 2014 and any other relevant planning controls
- Complies with the City of Ryde Urban Forest Technical Manual
- Will have no long term adverse impact upon the Urban Forest canopy across the City of Ryde
- Will have no adverse impact upon neighbouring properties, and the visual amenity and landscape character of the area

**Additional information:** An Application Guide and FAQs are available online at: [www.ryde.nsw.gov.au/Trees](http://www.ryde.nsw.gov.au/Trees). You can also discuss your proposal before lodging your Development Application by contacting Customer Service on (02) 9952 8222.

### Council Contact Details

**Customer Service Centre** 1 Pope Street, Ryde NSW  
Post Locked Bag 2069, North Ryde NSW 1670  
Email [cityofryde@ryde.nsw.gov.au](mailto:cityofryde@ryde.nsw.gov.au)  
Phone (02) 9952 8222

**NOTE:** For pruning of trees or urgent removal of trees posing an imminent risk to human life on a heritage item or within a heritage conservation area, a **Tree Permit Application** is required.

## PART 1 : APPLICANT DETAILS

The applicant is the person lodging the form and the only person the City will communicate with

Company / Organisation If applicable					
Title	Mr	Mrs	Ms	Miss	Other
Given Name			Family Name		
Address					
Suburb			Postcode		
Postal Address If different from above					
Suburb			Postcode		
Preferred contact	Mobile	Phone	Email		
Mobile		Phone			
Email					

## PART 2 : LOCATION OF THE PROPERTY

Site where proposed Tree Works will be carried out.

Address			
Suburb			Postcode
Lot No.		DP/SP	
Is access to the site available?	Yes	No	If No, state why? eg dog, locked gates

Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*. If you require further information please contact Council's Customer Service Centre on 9952 8222.

## PART 3 : OWNER'S CONSENT

Every registered owner of the land must sign this form.

<b>3.a) Type of owner(s)</b>	Land owner (Torrens title)	Unit owner (Strata title) Common seal/ stamp required	Legal authority Power of attorney Executor Trustee Body corporate	Council
	Land owner (Company title)			

**3.b) Owners address same as location of the tree works?** Yes If yes, please proceed to number of owners (3.c) No

Address

Suburb

Postcode

Postal Address

If different from above

Suburb

Postcode

Preferred contact

Mobile

Phone

Email

Mobile

Phone

Email

**3.c) Number of owners**

**3.d) Consent**

As owner of the land (or legal authority) to which this application relates, I consent to this application. I also consent for authorised City of Ryde officers to enter the land to carry out inspections relating to this application.

Name of owner 1

Signature

Date

Name of owner 2

Signature

Date

Name of all other owners

Signatures

Date

**3.e) Legal authority**

Without ALL the owner's consent, we will not accept the application. This is a very strict requirement for all applications. If you are signing on the owner's behalf as the owner's legal representative or as a Body Corporate, you must state the nature of your legal authority and attach documentary evidence (eg. Power of attorney, executor, trustee, company director, etc). If the owner is a company, this form must be signed by 2 directors or a director and company secretary and the common seal must be stamped on this form if applicable. If the company has a sole director a separate letter stating sole director status on company letterhead to be provided.

Name(s) of legal  
authorities

Position title / and  
Company

Signatures

Date

Company / Strata Stamp or seal  
to be affixed if applicable

## PART 4 : PROPERTY DETAILS

Significant tree, threatened vegetation and heritage zoning details for the site

- 4.a)** Are you applying for a tree to be removed? **Yes** **No** If no, you should be submitting a Tree Permit Application Form for pruning work from [www.ryde.nsw.gov.au/Forms](http://www.ryde.nsw.gov.au/Forms)
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- 4.b)** Is the property or any part of the property in a Threatened Vegetation Area? **Yes** **No**  
Not sure?  
Please review [www.ryde.nsw.gov.au/files/assets/public/recreation/threatened-vegetation.pdf](http://www.ryde.nsw.gov.au/files/assets/public/recreation/threatened-vegetation.pdf) or call Customer Service on 9952 8222.
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- 4.c)** Is the property or any part of the property a heritage item? **Yes** If yes, please proceed to 4.e) **No**
- 4.d)** Is the property within a heritage conservation area? **Yes** **No** If no, you should be submitting a Tree Permit Application Form from [www.ryde.nsw.gov.au/Forms](http://www.ryde.nsw.gov.au/Forms)
- Not sure?  
Heritage items are identified in Schedule 5 of the City of Ryde Local Environment Plan 2014 and are shown on the Heritage Map. You can also check whether your property is within one of the five heritage conservation areas by viewing the Heritage Map at [www.ryde.nsw.gov.au/files/assets/public/recreation/venues/heritage-and-conservation.pdf](http://www.ryde.nsw.gov.au/files/assets/public/recreation/venues/heritage-and-conservation.pdf) or call Customer Service on 9952 8222.
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- 4.e)** Have you provided an Arborist report for the application? **Yes** **No** If no, you will need to submit an Arborist Report with your application. The minimum requirements for an Arborist report are located in Section 4 of the Tree Management Technical Manual and can be downloaded from [www.ryde.nsw.gov.au/Trees](http://www.ryde.nsw.gov.au/Trees)
- 4.f)** Have you provided a quote for the proposed works from a Qualified Arborist? **Yes** **No** If no, you will need to submit an Arborist Report with your application. The minimum requirements for an Arborist report are located in Section 4 of the Tree Management Technical Manual and can be downloaded from [www.ryde.nsw.gov.au/Trees](http://www.ryde.nsw.gov.au/Trees)

## PART 5 : DEVELOPMENT AND TREE APPLICATION DETAILS

Past and present development and tree application details for the site

- 5.a)** Is there a current approved Development Application (DA) Consent for the property? **Yes** If yes, provide DA Number, then proceed to question 5.d):  
**No**
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- 5.b)** Has a Development Application been submitted for the property? **Yes** **No**
- 5.c)** Are the tree/s included in the Development Application (DA)? **Yes** If yes, the Tree Works will be assessed as part of the DA. **No**
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- 5.d)** Is this application for tree removal of tree/s required to be retained in the DA consent? **Yes** If Yes, you will need to apply for a Section 4.55 amendment to your development application consent **No**

## PART 6 : TYPE OF TREE WORKS

Please select one or more types of Tree Works,  
provide details of the location and reasons for the works

### 6.a) Number of trees in this application

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### 6.b) TREE 1: Tree species for proposed removal

Location on the property	Front garden	Side garden	Back garden
Associated information attached	Arborist Report	Quote from Qualified Arborist	

Reasons for the proposed tree removal

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### 6.c) TREE 1: Tree species for proposed removal

Location on the property	Front garden	Side garden	Back garden
Associated information attached	Arborist Report	Quote from Qualified Arborist	

Reasons for the proposed tree removal

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### 6.d) TREE 1: Tree species for proposed removal

Location on the property	Front garden	Side garden	Back garden
Associated information attached	Arborist Report	Quote from Qualified Arborist	

Reasons for the proposed tree removal

#### Notes:

- Your application will take longer to process if an appointment has to be made to access the site.
- If you are applying to carry out Tree Works on more than 3 trees, please complete and attach the Multiple Trees Attachment which can be downloaded from: [www.ryde.nsw.gov.au/forms](http://www.ryde.nsw.gov.au/forms)
- You may wish to include additional information to support your application such as a structural engineering report, plumbing report, landscape design plan or photographs.
- FAQs available online at: [www.ryde.nsw.gov.au/Trees](http://www.ryde.nsw.gov.au/Trees) provide advice on report requirements.
- All arboricultural reports must comply with the provisions of Section 4 of the Tree Management Technical Manual. Council will only accept reports from arborists with Australian Qualification Framework level 5 in Horticulture (Arboriculture) or equivalent.
- All quotes for tree removal works must comply with the provisions of Section 4 of the Tree Management Technical Manual. Council will only accept quotes from arborists with Australian Qualification Framework level 3 Horticulture (Arboriculture) or equivalent

## PART 7 : ATTACHMENTS CHECKLIST

				OFFICE USE ONLY		
You are required to attach the following to this application:						
7.a)	SITE PLAN	Yes		Yes	No	
7.b)	ARBORIST REPORT	Yes		Yes	No	
7.c)	QUOTE FROM QUALIFIED ARBORIST	Yes		Yes	No	
7.d)	STATEMENT OF ENVIRONMENTAL EFFECTS	Yes		Yes	No	
7.e)	MULTIPLE TREES ATTACHMENT (if applicable)	Yes	NA	Yes	No	NA
7.f)	ADDITIONAL ATTACHMENTS (Please list)			Yes	No	NA

## PART 8 : DECLARATION

8.a)	Have you or any person with a financial interest in the application made any donations in the last 2 years to any of Council's elected representatives or their political parties? *	Yes	If yes, Please complete a Political Donations and Gifts Disclosure Form	No
8.b)	<p><b>Declaration</b></p> <ul style="list-style-type: none"> <li>I am applying for approval to carry out the Tree Works described in this application.</li> <li>I declare that all the information in the application is, to the best of my knowledge, true and correct.</li> <li>I understand that if the information is incomplete the application may be returned, delayed, rejected or more information may be requested.</li> <li>I acknowledge that if the information provided is misleading any approval granted may be void.</li> </ul>			
	Signature (s)	Date		