

Application Fee: ☐ 1-5 Trees \$70.10
 2013/14 Financial Year ☐ 6-10 Trees \$99.20
☐ Each Additional Tree \$14.00

OFFICE USE ONLY
 Application Number:
 Receipt Number:
 Date:
 Fee:
 Account: 730.1000.3446

OWNER/AUTHORISED AGENT DETAILS

Name:		Inspection Address:	
Postal Address:			
Suburb	Postcode:	Suburb	Postcode:
Home Phone:	Mobile:	Work Phone:	
Email:			

*Your permit will be emailed to you.

SITE PLAN (example on reverse)

Please provide a plan showing the position of any buildings on the property and the trees to be inspected. Trees are to be marked 1, 2, 3 etc. Additional information may be attached such as pest, arborist, plumber's or structural engineer's reports to support your request.

I wish to: ☐ Remove Tree/s ☐ Prune Tree/s ☐ Receive Advice		☐ There are dogs on the property ☐ There are locked gates	
↑ ROAD FRONTAGE ↓			

REASON FOR APPLICATION

Owner's Signature:	Date:
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I/We own the subject land and consent to Council officers entering the premises for the purpose of carrying out inspections in conjunction with this application, without first giving written notice.

PAYMENT OPTIONS

In person at: Council Administration Building, 3 Columbia Court, Baulkham Hills
 (8:30am-4:30pm, Monday-Friday)
 Castle Hill Library, Cnr Castle and Pennant Streets, Castle Hill
 Vinegar Hill Memorial Library, 29 Main Street, Rouse Hill Town Centre
No cash payments accepted at libraries. Cheque, Credit Card* and EFTPOS accepted.
 *There is a 1% surcharge on all credit card transactions.

By Post: PO Box 7064 Baulkham Hills BC 2153 (Cheque)
 Please make cheques payable to
The Hills Shire Council.
 Cheques are subject to clearance.

THE HILLS SHIRE COUNCIL

3 Columbia Court, Baulkham Hills NSW 2153
 PO Box 7064, Baulkham Hills BC 2153
 Phone 02 9843 0555 Email council@thehills.nsw.gov.au
 Facsimile 02 9843 0409 www.thehills.nsw.gov.au

WHICH TREES DO I REQUIRE A PERMIT TO REMOVE?

All trees, whether native or exotic require a Permit for removal or pruning more than 10% of the overall canopy of a tree per growing season.

ARE THERE ANY SPECIES EXEMPTIONS

The following species can be removed without Council consent:

- Acer negundo (Box Elder)
- Alnus jorullensis (Evergreen Alder)
- Ficus elastica (Indian Rubber Tree)
- Gleditsia triacanthus (Honey Locust)
- Ligustrum lucidum (Broad Leaved Privet)
- Ligustrum sinense (Small Leaved Privet)
- Olea europaea var. africana (Wild Olive)
- Pittosporum undulatum (Sweet Pittosporum)
- Populus nigra "Italica" (Lombardy Poplar)
- Robinia pseudoacacia (False Acacia/Black Locust)
- Salix babylonica (Weeping Willow)
- Schefflera actinophylla (Umbrella Tree)
- Syagrus romanzoffianum (Cocos Palm)
- Toxicodendron succedaneum (Rhus Tree)

The removal and/or pruning of any other trees without approval from Council is a breach of the *Environmental Planning and Assessment Act 1979*. An offence against the Act attracts a penalty of up to \$1,100,000. Misidentifying a tree is not a defence against prosecution.

ARE DEAD OR DYING TREES EXEMPT?

Please contact Council's Contact Centre on 02 9843 0555 to discuss what evidence is required to be submitted to Council's Tree Management Staff to substantiate an exemption under Clause 5.9 of The Hills Local Environmental Plan 2012.

WHY WOULD A PERMIT NOT BE GRANTED TO REMOVE A TREE?

Permission will generally not be granted to remove trees because:

- A tree is shedding leaves, fruit, bark, cones or twigs
- The applicant seeks to improve views
- There are fears about healthy trees falling
- A tree is causing overshadowing
- Minor lifting of driveways and paths by tree roots has occurred

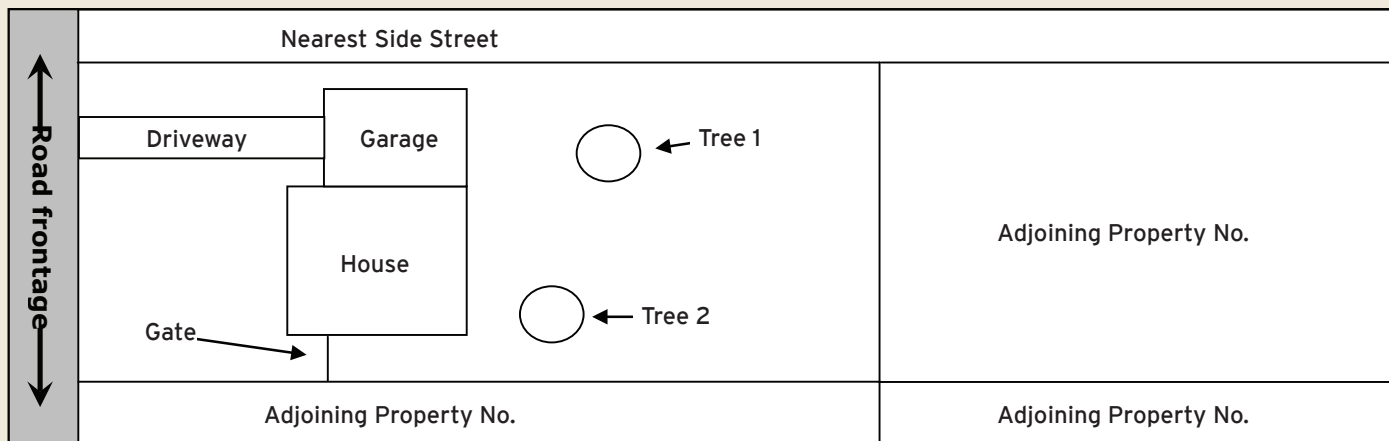
CAN I PRUNE MY TREE WITHOUT OBTAINING A PERMIT?

Yes. Pruning up to 10% of the overall canopy of a tree per growing season is permitted without acquiring a Council Permit.

TREES ON COUNCIL LAND

For issues with trees on Council land, please contact Council's Contact Centre on (02) 9843 0555.

EXAMPLE SITE PLAN:



PRIVACY NOTIFICATION

Note: You are advised that this application form is a public document. The personal information that Council has collected or is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are:

- officers within the Council;
- data service providers engaged by the Council from time to time;
- any other agent/contractor of the Council; and
- other Statutory Authorities.

The supply of the information by you is not voluntary. If you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your request etc. Council has collected this personal information from you in order to process your request/application etc. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the PPIPA. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed by the Privacy Officer on ph: 9843 0555.

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