

Review of Determination of a Tree Permit Application

Environmental Planning & Assessment Act 1979

APPLICATION/REFERENCE NUMBER:

ABOUT THIS FORM

Effective 1 July 2024 to 30 June 2025

Use this form to request Council to review a determination of a tree permit application to prune or remove a tree growing on private property. You must lodge this application within 6 months of the date of issue of the determination of the Tree Permit application. We will only consider this application if:

1. You are the owner or have obtained the consent of the owner of the property in which the tree/s stand; and
2. You have obtained additional information that supports your application such as an Arborist's, Engineer's or Plumber's Report.

Note: You cannot use this form to request a review of a determination of a development application (DA). To request a review of a DA for tree works, you must lodge a *Request for a Review of a Determination* form.

APPLICANT DETAILS

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Other:

Applicant's Name:

Postal Address:

Suburb: Post Code:

Email: DX:

Phone No(s): Mobile:

SITE DETAILS (FOR THE PROPERTY ON WHICH THE TREE/S ARE GROWING)

Unit/Street No Street:

Suburb: Post Code:

DECISION TO BE REVIEWED

Tree Permit No: Date Issued:

Tree No & species:

Reason for Review:

SUPPORTING DOCUMENTATION

Have you attached any supporting documents? ☐ Yes ☐ No

If yes, please provide details:

GET IN CONTACT

Randwick City Council
30 Frances Street
Randwick NSW 2031
ABN: 77 362 844 121

Phone 1300 722 542
council@randwick.nsw.gov.au
www.randwick.nsw.gov.au

ACCESS DETAILS

Do you need the inspecting officer to contact you for an appointment or to make special arrangements for access into your property - eg. locked gate, dogs, you wish to be present?

- ☐ **No** A Council officer will inspect the tree works once the completed form has been registered.
- ☐ **Yes** Please provide details of the person we need to contact to make an appointment.

Contact Person: _____ Phone: _____

Note: Delays may be experienced if you require an appointment or if there are special arrangements for an Officer to undertake a site inspection. Council will not make appointments with multiple parties.

APPLICANT'S DECLARATION

I apply for consent to carry out the tree works described in this application. I declare that all the information given is true and correct. I also understand that:

- If the required information is incomplete, the application may be delayed or rejected or more information may be requested.
- If the information provided is misleading any approval granted may be void.
- Council's inspection will be a visual assessment only of the tree/s from ground level. There will be no diagnostic testing or aerial inspection made.

Signature: _____

Name: _____ Date: _____

OWNER'S CONSENT

NB: SINGLE / JOINT OWNERSHIP:
STRATA TITLED PROPERTY:
COMPANY / BUSINESS OWNED
PROPERTY:

*All named owners must sign (if more than one owner, every owner must sign).
The strata secretary must sign the form and attach the strata seal.
The director/s or company secretary must sign the form and attach the company seal or provide a signed letter on company letterhead with the ABN included giving consent to this application.*

- I hereby consent to the submission of this application and to a representative of Council entering the site for the purpose of a site inspection, and
- For Council to make copies of all documents for the purpose of determining the application or to provide copies to persons who may be affected by the proposal.
- I agree to abide by any conditions, including conditions to undertake replanting, imposed as part of Council's determination of this application

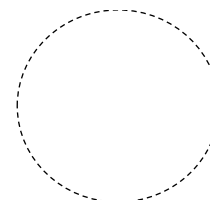
Signature: _____ Name: _____ Date: _____

Signature: _____ Name: _____ Date: _____

Company/Strata Corp:

Position: _____

ABN No: _____



AFFIX COMMON SEAL

Notes:

- If you have recently purchased the property, please include a copy of the contract of sale (it may take several months before Council is notified by the Lands Title Office of the change of ownership).
- If the trunk of the tree is located across property boundaries, consent of ALL owners of EACH property is required.
- If you are managing a residential tenancy property you must provide the written consent of the owner of the property. A residential tenancy agreement is not acceptable delegated authority.
- If you are signing on the owner's behalf, please state the nature of your legal authority and attach documentary evidence eg, Power of Attorney

Attached - ☐ Additional consent ☐ Power of Attorney ☐ Minutes of Meeting ☐ Other: _____

HOW TO LODGE THIS APPLICATION

EMAIL: council@randwick.nsw.gov.au **OR**

BY MAIL OR

OVER THE COUNTER at Council with payment made via cash, cheque, credit card or EFTPOS.

Address the Application to: Randwick City Council

Post: 30 Frances Street, Randwick NSW 2031

Courier or Personal Delivery to our Customer Service Centre:

Randwick City Council
30 Frances Street
Open 8:30am – 5:00pm, Mon-Fri

FEES

Application fees are in accordance with Council's Fees and Charges Policy. Fees may be paid by cash, cheque, MasterCard, Visa, American Express & EFTPOS. Do not send cash in the mail. Make cheques payable to Randwick City Council.

FEE TYPE	RECEIPT CODE	FEE	GST
Review of Determination		\$82.00	N/A
	TOTAL:	\$	

PRIVACY NOTIFICATION

The personal details requested on this form are required under the Environmental Planning and Assessment Act 1979 and will only be used in connection with the requirements of this legislation. Access to this information is restricted to Council officers. 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. You may also request Council to suppress your personal information from a public register.

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OFFICE USE ONLY

Application received by: Date:
Receipt No: Date: