Easy English



Tree Removal or Pruning on Private Property

Tree Permit Applications

Wollongong City Council



Hard Words

This book has some hard words. The first time we write the hard word.

- the word is in blue
- we write what the hard word means.



You can get help with this book

You can get someone to help you

- read this book
- know what this book is about
- find more information.

About this book

This book is about getting permission to

• prune or remove trees that are on your property.

Permission is when somebody lets you to do something. Prune means to cut back or chop branches on a tree.

Property means a place that you own.

This could be:

- Your house
- Some land

How to get permission

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There are two ways to get permission to prune or remove trees on your property.

1. A Tree Permit

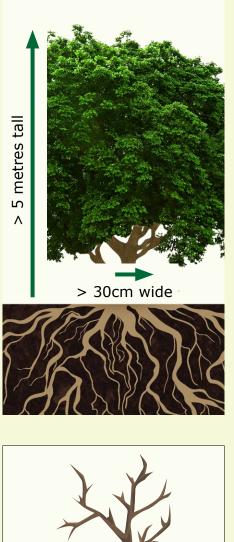
A permit is a letter that says you can do something.

2. A Development Consent

An approval letter to say you can do something.

If you are not sure about getting permission, you can call Council on 4227 7111.

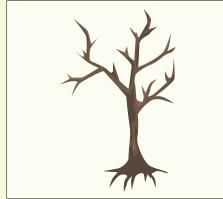
Trees you need permission to prune or remove



You need permission to remove or prune trees that:

- are more than 5 metres tall
- have a trunk more than 30cm wide at ground level.

have large roots



• are dead or dying



You need to check if there are any other rules for trees on your property.

You can call Council on 4227 7111

Trees that do not need a Tree Permit



Some trees do not need a Tree Permit to be pruned or removed.

You can find a list of trees you can prune or remove without a permit here.

https://www.wollongong.nsw.gov.au/ book-and-apply/trees-and-your-property/exempt-trees_

You can prune tree branches that are less than 10cm thick.

Council says it is good to use an **Arborist** for pruning trees.



If you would like more information, you can call Council on 4227 7111.

How to get a Tree Permit

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- Fill in the Application for Tree Permit form
- Pay the fee

You can get the form here:

https://www.wollongong.nsw.gov.au/ book-and-apply/trees-and-your-property

If you need help to fill in the form, you can call Council on 4227 7111.



How to get a Tree Permit



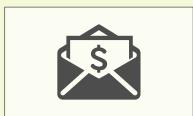
To pay the fee:

You can pay the fee by credit card. Or



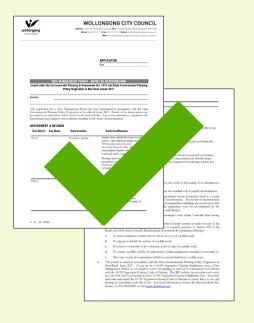
You can take the form and pay the fee at the Council's Customer Service Centre at 41 Burelli Street Wollongong.

Or

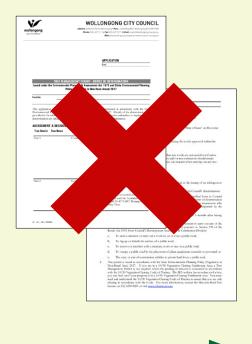


You can mail the form and a cheque to: Wollongong City Council, Locked Bag 8821 Wollongong DC NSW 2500.

How to get a Tree Permit



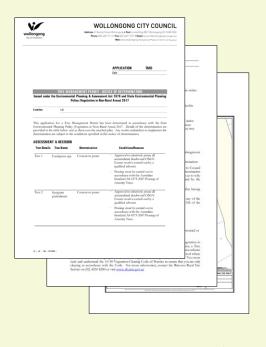
We will email or send you a Tree Permit to say it is okay to prune or remove your tree.



If we cannot give you a Tree Permit we will let you know. This will take 28 days.

In 28 days

About the Tree Permit



Tree Permits last for one year.

If the Tree permit says it is okay to remove your tree you must plant a new tree. The new tree can be planted anywhere on your property.

If you would like more information, you can call Council on 4227 7111.

Last for 1 year



All tree pruning must be done by an arborist.

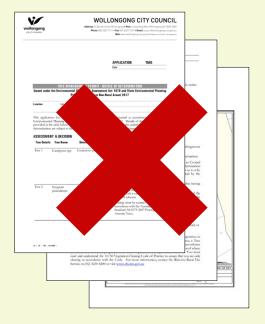
An arborist is someone who knows about trees.

Pruning must be done the way the Australian Standard for pruning trees says.

Everyone must follow the SafeWork NSW Code of Practice when pruning the trees.

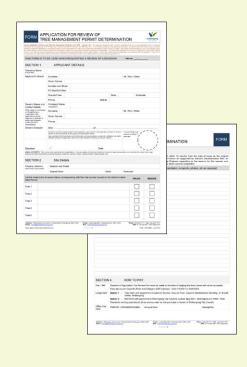
If you do not understand the Tree Permit, ask your arborist for help.

Review of Tree Permit



If you do not get permission to prune or remove your tree.

If you are not happy with this, you can ask Council to look at your tree again.



Within 3 months

You need to fill out the Review of Tree Permit Determination form.

You can get the form here:

https://www.wollongong.nsw.gov.au/ book-and-apply/trees-and-your-property

You will need to give us more information about why you want to remove or prune your tree.

You must do this within 3 months of being told no.

Review of Tree Permit If you do not get permission to prune or remove your tree



To pay the fee:

You can pay the fee by credit card. Or



You can take the form and pay the fee at the Council's Customer Service Centre at 41 Burelli Street Wollongong. Or



You can mail the form and a cheque to: Wollongong City Council, Locked Bag 8821 Wollongong DC NSW 2500.

Trees in your Neighbour's yard



If you have a problem with a tree at your neighbours. You can ask your neighbour to get a Tree Permit to prune or remove the tree.



Sometimes your neighbour will not agree with you.

You might not be able to talk to your neighbour.

If so you can apply for a Tree Permit to prune the parts of the tree in your yard.

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For more help go to:

https://www.wollongong.nsw.gov. au/book-and-apply/trees-and-yourproperty/issues-with-neighbourstrees

For more help:



Call 4227 7111



Website https://www.wollongong.nsw.gov.au/ trees



Email Council@wollongong.nsw.gov.au





National Relay Service

TTY 133 677 Then ask for 4227 7111

Speak and Listen 1300 555 727 Then ask for 4227 7111

Internet relay users connect to the National Relay Service Then ask for 4227 7111