

CLASSIFIED TREE REGISTER

Permit Application

A Permit is required to prune, remove or carry out works within the Tree Protection Zone of any Classified Tree within the City of Glen Eira

A Classified Tree is any tree that has been included on the Glen Eira City Council's Classified Tree Register which is available to view at <https://www.gleneira.vic.gov.au/services/maintaining-your-streets/classified-trees/classified-tree-register>

If you are the tree owner, an Owners Corporation Manager or a company director you can apply to prune or remove a Classified Tree located on a property you own or manage. If the Classified Tree is located on a neighbouring property and overhanging into your property, you can only apply for a permit to prune the tree.

No permit is required if any pruning work is limited to the removal of less than 10 percent of the trees canopy volume and branches less than 100 millimeters in circumference at the point of attachment.

No Permit is required for any pruning, lopping or topping where the work is carried out to control immediate danger to life or property. Council must be notified within five working days of the commencement of such works.

Please complete this form and submit it along with any supporting documentation to:

Glen Eira City Council
Park Services
PO Box 42
Caulfield South VIC 3162

Or
ClassifiedTreeRegister@gleneira.vic.gov.au

TREE LOCATION ADDRESS:

Applicant name: _____ Are you the tree owner: Yes No

Applicant address: _____

Contact number: _____

Email: _____

COMPANY UNDERTAKING WORKS:

Does the company have Public Liability Insurance: Yes No

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TYPE OF WORKS:

- Tree removal Deadwood removal Weight reduction pruning
- Overhanging branches General canopy pruning Root pruning
- Other _____

Please provide a plan indicating the location of the tree and the proposed works

Please provide a description of the proposed works (attach supporting documents/reports/photos):

Council arborists may request additional information or reports prepared by suitably qualified person as required before issuing a Permit.

Signature of applicant: _____ **Date:** _____

Name (in block letters): _____

Any information you include in your permit application may be provided to other relevant landholders for the purpose of assessing the application or be obtained by the public. The information will only be used or disclosed for the purpose of processing your application, unless otherwise required by law. Council will be unable to process your application if the requested information is not provided.

If you would like to know more about privacy at Glen Eira City Council, including your right to seek access to any information collected as part of your application, please see Council's privacy policy at <https://www.gleneira.vic.gov.au/about-council/our-organisation/council-legislation-and-policies/privacy> or contact Council's privacy officer on 9524 3333.