

## **GUIDANCE FOR THE TREE WORKS APPLICATION FORM**

### **1. Purpose:**

The “Tree Works Application” form aims to protect public trees on Council land from unnecessary and unsupported damage and loss. It also ensures appropriate methodology, mitigation and tree value is accounted for, and documents the process.

The form is not for dangerous trees, posing an immediate public safety risk. Instead please call QLDC Customer Services on QT 03 441 0499 Wanaka on 03 443 0024.

### **2. When you need to fill out the Tree Works Application form:**

Activities that may affect the health, form, longevity, and stability of a tree on Council land must not take place without a signed Tree Works Application. If in doubt, please enquire. Some activities which require approval include:

- tree pruning
- tree removal
- tree transplanting
- root disturbance
- activities with potential to damage any part of a Council tree

### **3. What we cannot approve via the Tree Works Application:**

- works on protected trees, as they require resource consent
- resource consents
- trees not on Council land, including private trees and DOC land
- trees located within the Arrowtown Historic Management Zone (see District Plan – Trees Chapter)

### **4. How we assess Applications:**

All Tree Works Applications are subject to the QLDC Tree Policy. Lengthy or complex applications may require consideration of public interest along with the QLDC Vision 2050, Climate Action Plan and council resources.

### **5. Timeframes**

We endeavour to process your application within 10 working days where thorough information has been provided. Lengthy or complex applications may require longer timeframes.