

## Trees on Development Sites Checklist

### Advisory Notes

- This Checklist is to provide the minimum required information for a Development Application.
- If you require assistance with your application, please contact Council's Customer Service on 9330 6400 (8.30am-5.00pm Monday to Friday).

| All Tree Reports must include:  | Yes | N/A |
|---|-----|-----|
| <b>Site Address</b>   |     |     |
| <b>Author's contact details and qualifications (AQF Level 5 Arborist)</b>   |     |     |
| <b>The Client</b> (person/s, organisation, company) commissioned the arborist to prepare the report)  |     |     |
| <b>Date of Site Inspection and date/revision of the finalised report</b>  |     |     |
| <b>State the scope and purpose of the report</b>  |     |     |
| <b>Publish the plans and documents used for the assessment</b>  |     |     |
| <b>Executive Summary</b> (for larger reports)   |     |     |
| <b>Methodology</b> (of investigation techniques used in the research and preparation of the report)   |     |     |
| <b>Tree Data</b> (must include species identification, tree dimensions, health, structure, condition, growing conditions, life expectancy and landscape significance value) |     |     |
| <b>Identification of Trees</b> (by a numerical value that correlates to a site survey plan)   |     |     |
| <b>Discussion and Recommendations</b>   |     |     |
| <b>Bibliography</b> (referenced resources using the Harvard system)   |     |     |



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| <b>Appendices</b> (additional information which relates to the written report ie clear photographs, identified tree defects etc.)  |     |     |
| <b>Preliminary Arboricultural Assessment Report</b>  | Yes | N/A |
| A preliminary arboricultural assessment report must be written in accordance with <i>Australian Standards 'Trees on development sites'</i> AS4970-2009 and the Georges River Tree Management Policy and include the following information:   |     |     |
| a) Identify all trees within and surrounding the site; <ul style="list-style-type: none"> <li>i. botanical name,</li> <li>ii. dimensions,</li> <li>iii. vigour,</li> <li>iv. structure,</li> <li>v. age class,</li> <li>vi. tree significance,</li> <li>vii. estimated life expectancy, heritage / cultural matters,</li> <li>viii. ecological and habitat matters,</li> <li>ix. function (screening or feature tree),</li> <li>x. other relevant matters e.g., the presence of surface roots</li> </ul> |     |     |
| b) Identify the Tree Protection Zone (TPZ) and Structural Root Zone (SRZ) for each tree;   |     |     |
| c) Nominate tree retention values using best industry recognised methods such as Institute of Australian Consulting Arborists (IACA) Significance of a Tree Assessment Rating System (STARS);  |     |     |
| d) Tree identification numbering must correlate to a site survey;  |     |     |
| e) Identify opportunities and site constraints for the trees.  |     |     |
| <b>Arboricultural Impact Assessment</b>  |     |     |
| The Arboricultural Impact Assessment (AIA) must be written in accordance with <i>Australian Standards 'Trees on development sites'</i> AS4970-2009 and the Georges River Tree Management Policy and include the following information:   |     |     |
| a) the AIA must be based on and make reference to the most up-to-date plans (inc. Stormwater, Landscape etc.) being assessed by Council;   |     |     |
| b) include all trees that will be impacted by development (indirectly and directly) e.g. trees within the site, neighbouring trees and public trees;   |     |     |



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|--|--|--|--|
| c)   | a site-specific scaled Tree Protection Plan (TPP) that shows the Tree Protection Zone (TPZ), Structural Root Zone (SRZ), Canopy Spread and development encroachments within those zones;   |  |  |
| d)   | percentage of TPZ encroachments to all existing trees;   |  |  |
| e)   | recommendations to reduce tree impacts i.e., design modifications and/or work methods;   |  |  |
| f)   | a detailed discussion and site-specific tree protection measures;  |  |  |
| g)   | accurate Useful Life Expectancy (ULE), Landscape Significance and Retention Value ratings using a recognized method e.g. IACA Significance of a Tree Assessment Rating System (STARS);   |  |  |
| h)   | where a major TPZ encroachment occurs, the AQF Level 5 Arborist must demonstrate the tree(s) would remain viable into the future e.g. non-destructive root investigations;   |  |  |
| <b><u>Pruning Specification – included in AIA report</u></b> |  |  |  |
| a)   | A Pruning Specification must state the reasons for pruning e.g. hoarding, scaffolding, vehicle movements, piling and rigging etc.  |  |  |
| b)   | <p>A Pruning Specification must include the following and be written in accordance with Georges River Tree Management Policy:</p> <ul style="list-style-type: none"> <li>• Number of branches and orientation, branch diameter, percentage of canopy removal,</li> <li>• Clear photos of individual branches recommend for pruning,</li> <li>• Pruning works must be specified in accordance with <i>Australian Standard 4373-2007, Pruning of Amenity Trees</i>.</li> </ul> <p>(Note: branches impacted by temporary structures e.g. scaffolding must be temporarily tied/brushed back or scaffolding build around them.)</p> |  |  |



| <b><u>Non-destructive root investigations – included in AIA report</u></b>  |  |            |
|---|--|------------|
| a)  | Non-destructive exploratory root investigations must be undertaken by a AQF5 Arborist. Any tree sensitive excavation techniques employed must be non-destructive (i.e. by hand, pneumatic, hydraulic); ground penetrating radar will not be considered sufficient. |            |
| b)  | During the root mapping procedure, any roots with a diameter of at least 20mm must be preserved and safeguarded against moisture loss, physical, and solar damage.   |            |
| c)  | Excavations for root mapping must be conducted to a minimum depth of 700 mm below the existing grade or to the depth of excavation specified in, or would be required to facilitate, the proposal.   |            |
| d)  | Clear and dated photos of all trenches with depths, widths, and proximity (metres) to tree(s) must be shown.   |            |
| e)  | All found roots must be clearly photographed and numbered/labelled with reference to a tree and root data schedule.  |            |
| f)  | A tree and root data schedule must detail the root orientation, diameter, depth, function and proposed for removal or retention.   |            |
| <b>Tree Protection Management Plan and Specification</b>  |  | <b>Yes</b> |
| <p>A Tree Protection Management Plan and Specification sets out the tree protection measures to be followed through all stages of development i.e., prior to demolition/construction works through to receiving an occupation certificate (OC).</p> <p>The Management Plan and Specification must be written in accordance with AS4970-2009 and correlate with a scaled plan detailing the various tree protection methods i.e., location of protective fencing, ground cover, signage, trunk and branch protection, root protection, installation of underground services, scaffolding etc.</p> <p>The Management Plan and Specification must also include activities which must not occur within the Tree Protection Zone (TPZ) such as but not limited to:</p> <p>a) Any excavation works (including stormwater infrastructure), the storage or mixing of materials, washing equipment, disposal of liquids or building materials, site sheds etc.</p> |  | <b>N/A</b> |



| Tree Transplanting Methodology Statement   | Yes | N/A |
|--|-----|-----|
| <p>If a tree is proposed to be re-located on site, a report must be submitted with the application outlining the methods of the transplantation. Council may also stipulate during assessment of any application that a tree be re-located and a statement be prepared. The statement must include:</p> <ul style="list-style-type: none"> <li>a) A site plan</li> <li>b) A timetable of works</li> <li>c) Details of site preparation including minimising damage to adjacent vegetation</li> <li>d) Transplantation method e.g. machinery to be used; excavation techniques; rootball and crown treatments and stabilisation measures</li> <li>e) Storage: on or off site; details of monitoring and tree care</li> <li>f) Program of monitoring: during transplant process; after care and maintenance stages.</li> </ul> <p>The statement must be prepared by a suitably qualified arborist with a minimum qualification of AQF 5 level n Arboriculture.</p> |     |     |
| Arboricultural Work Method Statement   |     |     |
| <p>A specialised and detailed report that provides clear direction on how specific construction works will occur within a TPZ to reduce impacts to tree to be retained. As an example, how the removal and replacement of existing driveway within TPZ will occur without impacting tree roots.</p>  |     |     |

