Street Tree Request Form

Privacy Notice: Council deals with personal information in accordance with law, including the Information Privacy Act 2009.



This form is to be completed when a resident wishes to submit a request for Council's Street Tree Planting Program. Council will assess all requests in accordance with the Street Tree Planting Program Terms and Conditions. Please submit your request for the 2024 Street Tree Planting Program by Sunday, 28 April 2024.

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Customer Details		
Contact name:		
First	Last	
Contact number:	Email:	
Request Details		
Property Address of Proposed Tree Planting		
Street number and name:		
Suburb:	State:	Postcode:
Please identify if the proposed property has any known construction or development plans: (For example, existing infrastructure on the road verge (such as irrigation) or potential plans for a new driveway or renovation activities.) Supporting Documentation Please remember to provide the following supporting documentation when submitting this form: Evidence of permission for proposed tree planting from property owner/rental manager of the property (if a rental property). Evidence of acknowledgment for responsibility of watering and general care of proposed tree planting from the resident (if a rental property).		
Declaration		
By submitting this request: (a) I declare that I am the property owner for this property address or have gained permission from the property owner/rental manager for this property. (b) I understand the street tree will be planted on the verge (public property) and can only be removed by Council as per Council's Tree Management Policy. (c) I understand the property owner/resident is responsible for the ongoing watering and general care of the street tree. (d) I understand Council is responsible for trimming and health checks of all street trees on Council-controlled road verges, and I should contact Council with any concerns about the tree. I have read and agree to the Street Tree Planting Program Terms and Conditions. I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.		

Additional Information

- Council can only install new street trees on suitable Council-controlled road verges within the Rockhampton Local Government Area.
- Council will assess the suitability of the proposed verge location and select the most appropriate street tree species for the site.
- Should the location present significant planting constraints, Council may not be able to proceed with the request.
- Council intends to proceed with a minimum of 150 street tree plantings. Council reserves the right to prioritise Street
 Tree Requests and carry forward any unactioned requests for consideration as part of a future Street Tree Planting
 Program.
- Council will provide an update on the status of this Street Tree Request on or before Friday, 31 May 2024.
- Council's assessment decision is final.

Thank you for your request as part of Council's Street Tree Planting Program.

FACT SHEET



Street Tree Planting Program Terms and Conditions

The promoter is Rockhampton Regional Council.

Requirements

- If the applicant is not the property owner, the applicant must discuss and gain permission for the request for a street tree with the property owner/rental manager of the property and advise Council if the request needs to be withdrawn.
- The applicant must identify if the property has any known future renovation or development plans for the property (for example, existing infrastructure on the road verge (such as irrigation) or potential plans for a new driveway or renovation activities).
- The applicant understands that initial planting is carried out by Council, with ongoing watering and general care of the street tree the ongoing responsibility of the property owner/resident.

Permissions

- The proposed property must be within the Rockhampton Local Government Area.
- The proposed property is preferably located in the Urban Road Network (generally residential areas with a speed limit of 50 or below).
- Properties located within Central Business District (CBD) precincts, on higher order roads or on highways are subject
 to additional requirements and may need to be assessed as part of Council's streetscaping design, major project
 scope or Department of Transport and Main Roads processes.

Submitting

- A maximum of one Street Tree Request Form may be submitted per property.
- Completed Street Tree Request Forms (Pdf) must be submitted digitally via email to <u>urbangreening@rrc.qld.gov.au</u> or by completing the online Street Tree Request Form.
- Request period opens Tuesday, 9 April 2024 and closes on Sunday, 28 April 2024.

Assessment

- Council's Streetscapes and Arborist Unit will undertake desktop and onsite assessments to confirm the suitability of the site for a street tree.
- Assessment includes alignment with Council's Urban Greening and Tree Management Policies and considerations such as underground and overhead infrastructure, distances of kerbs, stormwater drains, fire hydrants, streetlights, power poles, driveways, water or sewerage kerb stormwater adaptors, service pits and inspection boxes, crossings, receding and approaching corners, and pedestrian/vehicle visibility.
- Council will select the most appropriate tree species for the location from Council's street tree species list.
- Should the proposed property/planting site have significant constraints, the request will not proceed.
- Should Council receive a high volume of requests, over and above allocated street tree stock levels, Council may need to prioritise plantings, with eligible requests to carry over to future Street Tree Planting Programs.
- Assessments will take place in May 2024, and all applicants will be provided an update on the status of their request on or before Friday, 31 May 2024. Council's assessments in relation to the Street Tree Planting Program is final.
- Council intends to proceed with a minimum of 150 street tree plantings.

If you have any queries or issues submitted your request, please contact Council via email <u>urbangreening@rrc.qld.gov.au</u> or phone 07 4932 9000 or 1300 22 55 77.