Eligibility for Financial Assistance
Applications will be eligible for financial assistance based on the following criteria:

1. The tree must be listed in Schedule 25.3 of the Proposed District Plan.
2. The tree must be on land that is privately owned residential property or owned by non-profit organisations.
3. The proposed work must be for enhancement of the tree’s health or for safety reasons.
4. Land use consent approval for the work shall be attached to the application.
5. All proposed work is to be carried out by a suitably qualified arborist.
6. Financial assistance shall not be given retrospectively.

Conditions of Financial Assistance
If you are eligible for financial assistance then it will be assessed as follows:

1. The maximum amount of financial assistance per Significant Tree shall be 33% of the work or $250, whichever is the lesser. This maximum is inclusive of GST.
2. The amount of financial assistance will be considered in light of the funds available.
3. Financial assistance given will be limited to a maximum of one successful application per property* every 5 years.
4. Limiting financial assistance on a per property basis is designed to encourage efficiencies where the property contains more than one Significant Tree.
5. If financial assistance is granted, the work shall be undertaken as soon as practical. If the work is not undertaken within 1 year of the financial assistance being granted then the financial assistance shall lapse.

How Do I Apply?
Once you have obtained land use consent for the proposed tree work along with a quote from the arborist you have selected to undertake the work you may then apply for financial assistance.

Complete the application form on the reverse of this page and submit it along with a copy of the approved land use consent and the written arborist quote by mail to

Planning Administration, City Planning
Dunedin City Council
PO Box 5045
Dunedin

The application can also be delivered in person to

Planning Enquiries
Civic Centre
50 The Octagon
Ph (03) 477 4000

Upon receipt of your application a decision will be made as to whether financial assistance can be approved or declined. You should receive a letter of decision within 10 working days of submitting your application to Council.

When Do I Receive the Money?
Once the arborist has completed the tree maintenance you will then need to submit a copy of the invoice from the arborist to Planning Administration, City Planning at the above address. Payment will then be arranged as per the approved application.

The Purpose of the Fund
The Fund for Maintaining Significant Trees provides a financial incentive to assist owners with the maintenance of Significant Trees listed in Schedule 25.3 of the Proposed District Plan. The fund has been established in recognition of the contribution the trees make to the amenity and environmental quality of the City.
## Application Form for Financial Assistance

### Application Details

I/We ______________ hereby apply for financial assistance for work on significant tree(s) identified in Schedule 25.3 as Tree Number(s) ________________

Name of Arborist selected to undertake work ________________

Copy of Arborist Quote is attached. ☐ Value of work (incl. GST) $ ________________

Copy of Land Use Consent No. ________________ is attached. ☐

### Site Description/Location

Owner of the tree (if not the applicant) ________________

Address of property where the tree is located ________________

### Address For Correspondence

Name ________________

Address ________________

Phone Daytime ________________ Fax ________________

Email ________________

### Declaration

I certify that, to the best of my knowledge and belief, the information given in this application is true and correct.

Signature of Applicant(s) ________________ Date ________________

Signature of Tree Owner(s) ________________ Date ________________

### Officer’s Recommendation

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**OFFICER’S RECOMMENDATION**

Approved/Declined ________________ Date ________________

Planning Policy Manager ________________

Value Of Assistance Granted $ ________________