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For office use  
Date  
Payee  
App. No. Fee

Application for tree works: works to trees subject to a tree preservation order (TPO)  
and/or notification of proposed works to tree in conservation area.

Town and country planning Act 1990

Publication of applications on planning authority websites

Please complete using block capitals and black ink.

You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). (You may also use it to give notice of works to trees in a conservation area).

It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application / notice cannot proceed.

2. Applicant Name and Address	2. Agent Name and Address
Title: <input type="text" value="MRS"/> First name: <input type="text" value="EILEEN"/>	Title: <input type="text" value="MR"/> First name: <input type="text" value="DICK"/>
Last name: <input type="text"/>	Last name: <input type="text" value="TOMLINSON"/>
Company (optional): <input type="text"/>	Company (optional): <input type="text" value="TOMLINSON TREE SURGEONS"/>
Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>	Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>
House number: <input type="text"/>	House number: <input type="text"/>
Address 1: <input type="text" value="33 GOLDHURST TERRACE"/>	Address 1: <input type="text" value="228 RISLEY AVENUE"/>
Address 2: <input type="text"/>	Address 2: <input type="text" value="TOWER GARDENS"/>
Address 3: <input type="text"/>	Address 3: <input type="text"/>
Town: <input type="text" value="LONDON"/>	Town: <input type="text" value="LONDON"/>
County: <input type="text" value="LONDON"/>	County: <input type="text"/>
Country: <input type="text" value="UK"/>	Country: <input type="text" value="UK"/>
Postcode: <input type="text" value="NW6 3HB"/>	Postcode: <input type="text" value="N17 7EN"/>

### 3. Trees location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text"/>				
Address 1:	<input type="text"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text"/>				
County:	<input type="text"/>				
Postcode (if known):	<input type="text"/>				

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

### 4. Trees ownership

Is the applicant the owner of the tree(s):  Yes  No  
If 'No' please provide the address of the owner (if known and if different from the trees location)

Title:	<input type="text"/>	First name:	<input type="text"/>		
Last name:	<input type="text"/>				
Company:	<input type="text"/>				
Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text"/>				
Address 1:	<input type="text"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text"/>				
County:	<input type="text"/>				
Country:	<input type="text"/>				
Postcode:	<input type="text"/>				
Telephone numbers					
Country code:	<input type="text"/>	National number:	<input type="text"/>	Extension number:	<input type="text"/>
Country code:	<input type="text"/>	Mobile number (optional):	<input type="text"/>		
Country code:	<input type="text"/>	Fax number (optional):	<input type="text"/>		
Email address (optional):					
<input type="text"/>					

### 5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO?  Yes  No

Are you wishing to carry out works to tree(s) in a conservation area?  Yes  No

### 6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

### 7. Identification Of Tree(s) And Description Of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below: tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.  
*E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.*

Rear garden

- 1) Elder - Fell to ground level and poison the root. This will leave the tree stump in the ground. Also, cut back the Ivy adjacent.
- 3) Bay - This work has now changed to - remove basal suckers from this tree plus prune two other shrubs.

**7. Identification Of Tree(s) And Description Of Works continued ...**

- 2) Phyladelphus - Reduce to shed height.
- 4) Holly, Wisteria and Rose - Cut back the Wisteria from the path and reduce by 1.0mt. and remove the Wisteria from the Forsythia.
- 5) Forsythia & Mahonia - Trim the top.

**REASON FOR THE WORKS**

The trees proximity to buildings and or other structures. The work is appropriate for the current industry best practice

**8. Trees - Additional information**

Additional information may be attached to electronic communications or provided separately in paper format.

**For all trees**

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes) It would also be helpful if you provided details of any advice given on site by an LPA officer.

**For works to trees covered by a TPO**

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

**1. Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall:      Yes      No  
If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.           

**2. Alleged damage to property** - e.g. subsidence or damage to drains or drives.      Yes      No  
If YES, you are required to provide for:           

*Subsidence*

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

*Other structural damage* (e.g. drains, walls and hard surfaces)

Written technical evidence from an appropriate expert, including description of damage and possible solutions.

**Documents and plans (for any tree)**

Yes      No

Are you providing separate information (e.g. an additional schedule of work for Question 7)?

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

