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London WC1H 8EQ

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Telephone : 020 7974 1911  
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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 trees in a conservation area.**

**Town and Country Planning Act 1990**

You can complete and submit this form electronically via the Planning Portal by visiting [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

**Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

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.

1. Applicant Name and Address	2. Agent Name and Address
Title: <input type="text"/> First name: <input type="text"/>	Title: <input type="text"/> First name: <input type="text"/>
Last name: <input type="text"/>	Last name: <input type="text"/>
Company (optional): <input type="text"/> HANLEY LTD	Company (optional): <input type="text"/> CUSTOM CUTTERS TREE SPECIALISTS LTD
Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>	Unit: <input type="text"/> House number: <input type="text"/> 46 House suffix: <input type="text"/>
House name: <input type="text"/> BEECHWOOD ESTATE	House name: <input type="text"/>
Address 1: <input type="text"/> HAMPSTEAD LANE	Address 1: <input type="text"/> STANLEY ROAD
Address 2: <input type="text"/>	Address 2: <input type="text"/> BOUNDS GREEN
Address 3: <input type="text"/>	Address 3: <input type="text"/>
Town: <input type="text"/> LONDON	Town: <input type="text"/> LONDON
County: <input type="text"/>	County: <input type="text"/>
Country: <input type="text"/>	Country: <input type="text"/>
Postcode: <input type="text"/> NG 4RT	Postcode: <input type="text"/> N11 2LE

### 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:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

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:

Description:

### 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:  First name:

Last name:

Company (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	

Email address (optional):

### 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.

T1-T3: BEECH X3 - CUT THE ENTIRE TREES TO GROUND LEVEL  
THESE TREES ARE DAMAGING THE BOUNDARY WALL AND NEIGHBOURING DRIVEWAY GATE PIER

T4-T21: BEECH X18 - PLEASE SEE ATTACHED SPECIFICATIONS  
THESE TREES HAVE GROWN UP FROM

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

A NEGLECTED HEDGE AND ARE EXTREMELY CLOSE TO THE OLD BOUNDARY WALL. MAINTENANCE WORKS IN LINE WITH GOOD ARBORICULTURAL PRACTICE.

SCOTS PINE - CUT THE ENTIRE TREE TO GROUND LEVEL  
THIS TREE IS 65% DEAD

**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.

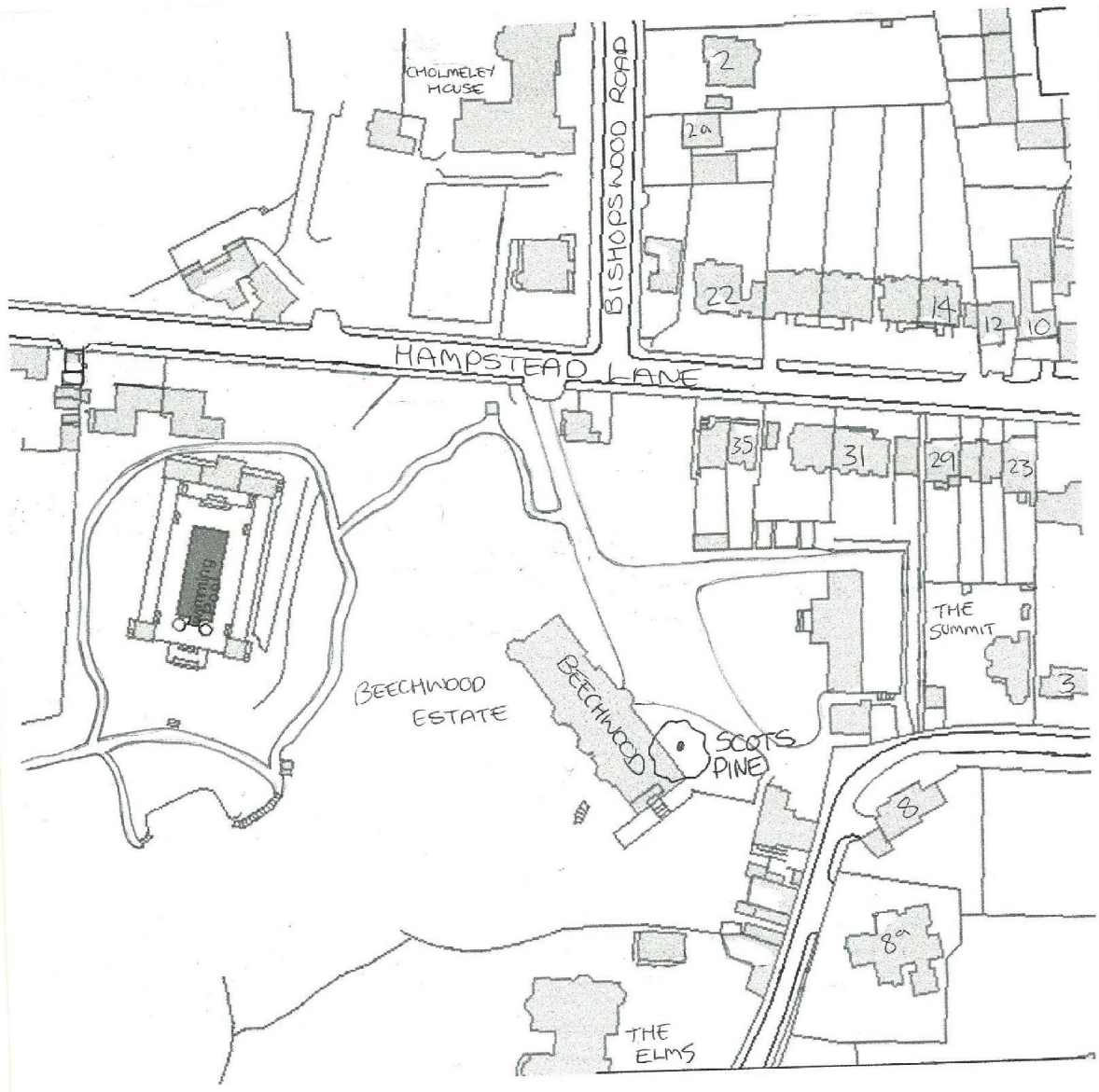
*Other structural damage* (e.g. drains, walls and hard surfaces)

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

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

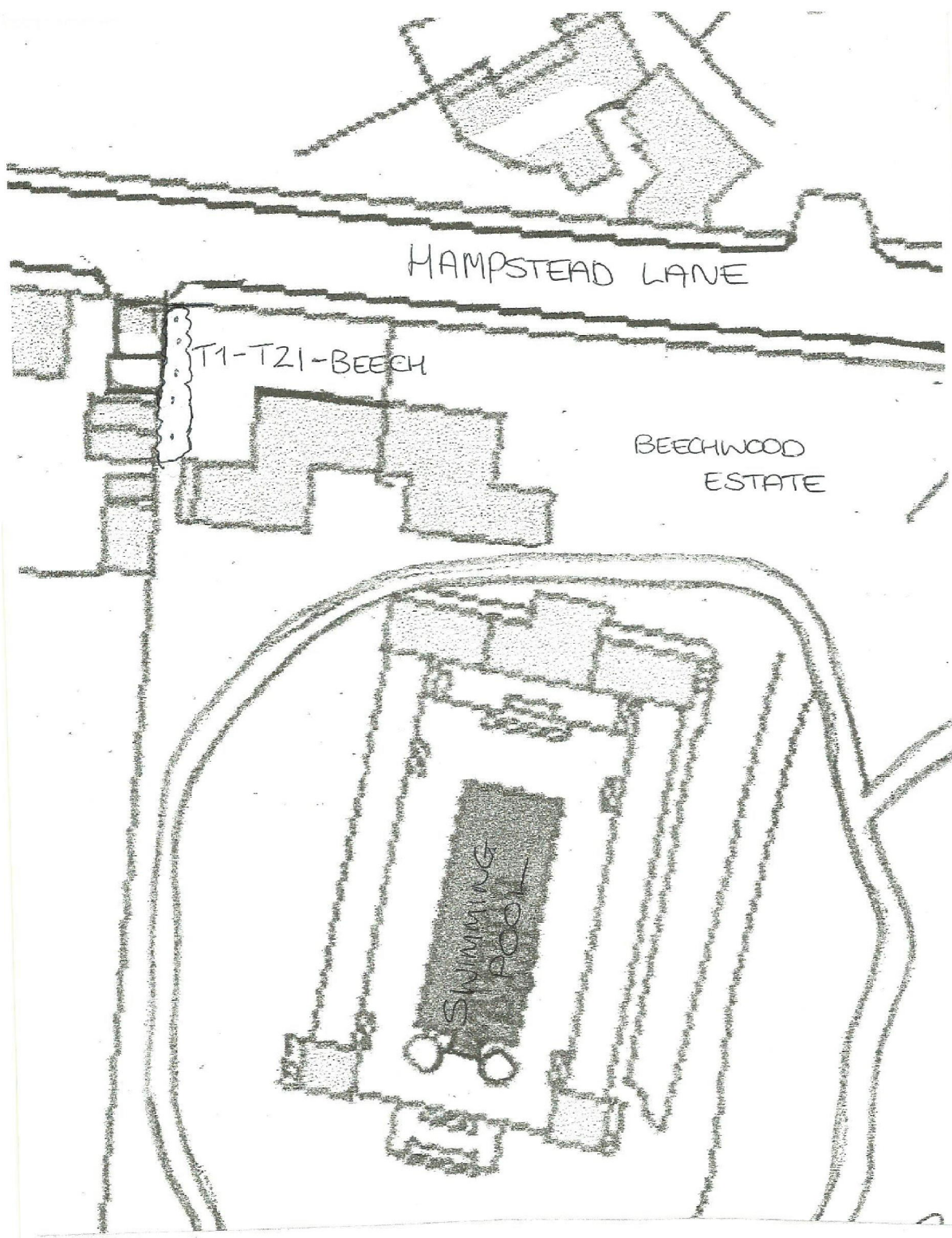
Are you providing separate information (e.g. an additional schedule of work for Question 7)?  Yes  No

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.



CLIENT  
HANLEY LTD,  
BEECHWOOD ESTATE,  
HAMPSTEAD LANE,  
LONDON,  
N6 4RT

AGENT  
CUSTOM CUTTERS TREE SPECIALISTS LTD  
46, STANLEY ROAD,  
BOUNDS GREEN,  
LONDON,  
N11 2LE



HAMPSTEAD LANE

T1-T21-BEECH

BEECHWOOD  
ESTATE

SWIMMING  
POOL

**Tree Work Specifications**  
**For**  
**Beechwood Estate**  
**Hampstead Lane,**  
**London,**  
**N6 4RT**

**North-west corner of grounds**

Row of beech trees (lapsed hedge)

- These trees are believed to have been planted in the mid to late 1950's.
- All of the trees bases are within 50mm-200mm of the boundary wall with the neighbouring property.
- The land on the Beechwood property side is 80cm-1m above the neighbouring property, The Coach House, driveway.
- The trees have been viewed from the front boundary wall travelling south.

- |            |   |  |
|------------|---|--|
| T4: Beech  | - | Crown reduce height by 25%<br>Reduce spread to balance and shape the crown   |
| T5: Beech  | - | This is a small sapling<br>No action required at present   |
| T6: Beech  | - | This tree has an excessive lean to the north-west over the neighbours drive and Hampstead Lane<br>Cut the entire tree to ground level  |
| T7: Beech  | - | This tree is growing against the boundary wall which has cracking on both sides.<br>Cut the entire tree to ground level  |
| T8: Beech  | - | Crown reduce height by 25%<br>Reduce spread to balance and shape the crown   |
| T9: Beech  | - | This tree has a heavy lean to the west over the neighbouring driveway.<br>Due to it being suppressed by the neighbouring trees it's crown is made up of only three branches<br>Reduce the entire tree down to the trunk growth at a height of 3m from ground level |
| T10: Beech | - | This tree leans to the east<br>Crown reduce height by 25%<br>Reduce spread to balance and shape the crown  |
| T11: Beech | - | This tree is being suppressed by T10 and T12<br>Crown reduce height by 25%<br>Reduce spread to balance and shape the crown   |

- T12: Beech - Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T13: Beech - Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T14: Beech - This tree is being suppressed by T13 and T15 and is a poor specimen  
Cut the entire tree to ground level
- T15: Beech - This tree is one of three of the largest trees in the row  
Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T16: Beech - Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T17: Beech - This tree has an extensive lean to the west and is growing against the wall  
Cut the entire tree to ground level
- T18: Beech - Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T19: Beech - Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T20: Beech - This tree is one of the three largest trees in this row  
Crown reduce height by 25%  
Reduce spread to balance and shape the crown
- T21: Beech - This tree is one of the three largest trees in this row  
Crown reduce height by 25%  
Reduce spread to balance and shape the crown

### 9. Authority Employee / Member

With respect to the Authority, I am:

- (a) a member of staff      (c) related to a member of staff  
(b) an elected member      (d) related to an elected member

Do any of these statements apply to you?

Yes

No

If Yes, please provide details of the name, relationship and role

### 10. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

#### Sketch Plan

- A sketch plan showing the location of all trees (see Question 8)

#### For all trees

(see Question 7)

- Clear identification of the trees concerned
- A full and clear specification of the works to be carried out

#### For works to trees protected by a TPO

(see Question 7)

Have you:

- stated reasons for the proposed works?
- provided evidence in support of the stated reasons? in particular:
  - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert
  - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist.
  - in respect of other structural damage - written technical evidence
- included all other information listed in Question 8?

### 11. Declaration - Trees

I/we hereby apply for consent/give notice for tree work as described in this form and the accompanying plans and additional information.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

19/05/2015 (This date must not be before the date of sending or hand-delivery of the form)

### 12. Applicant Contact Details

Telephone numbers **JIM MCCONKIE (GARDENER)**

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

### 13. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

Electronic communication - If you submit this form by fax or e-mail the LPA may communicate with you in the same manner.  
(Please see guidance notes)