

ENHANCED APPLICATION: MAJOR



RED TEXT – GUIDANCE

BLUE TEXT - EXAMPLE

Forest of Dean District Council
Council Offices, High Street, Coleford, Glos. GL16 8HG
Tel. No. 01594 810000
email: planning@fdean.gov.uk

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

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			
Title:	<input type="text" value="MISS"/>	First name:	<input type="text" value="T"/>
Last name:	<input type="text" value="TREE"/>		
Company (optional):	<input type="text"/>		
Unit:	<input type="text"/>	House number:	<input type="text" value="1"/>
		House suffix:	<input type="text"/>
House name:	<input type="text" value="TREE COTTAGE"/>		
Address 1:	<input type="text" value="TREE LANE"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text"/>		
Town:	<input type="text" value="TREE TOWN"/>		
County:	<input type="text"/>		
Country:	<input type="text" value="UK"/>		
Postcode:	<input type="text" value="TR1 1EE"/>		

2. Agent Name and Address			
Title:	<input type="text"/>	First name:	<input type="text"/>
Last name:	<input type="text"/>		
Company (optional):	<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"/>		

THIS MUST BE COMPLETED WITH THE APPLICANT NAME AND ADDRESS IN FULL.

ONLY COMPLETE IF YOU HAVE AN AGENT WORKING ON YOUR BEHALF.

IF YOU DO HAVE AN AGENT THEN THEY WILL BE THE POINT OF CONTACT FOR ALL CORRESPONDANCE.

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)

IF THE LOCATION OF THE TREE IS DIFFERENT TO THE ADDRESS SHOWN IN QUESTION 1 PLEASE COMPLETE THIS SECTION WITH THE TREE LOCATION.

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)

THIS SECTION MUST BE COMPLETED.

IF THE APPLICANT IS NOT THE OWNER OF THE TREE, THE ADDRESS OF THE OWNER MUST BE PROVIDED.

IF THE ADDRESS IS NOT KNOWN A LAND REGISTRY SEARCH IS ADVISED TO ASCERTAIN THE OWNER OF THE TREE.

EVIDENCE MUST BE PROVIDED TO DEMONSTRATE THAT THE OWNER OF THE TREE IS KNOWN.

PLEASE NOTE:

THE COUNCIL DOES NOT IN ANY WAY PROVIDE THE LEGAL PERMISSION TO CARRY OUT WORKS IF THE APPLICANT IS NOT THE LEGAL OWNER OF THE TREES. PERMISSION MUST BE SOUGHT FROM THE LEGAL OWNER OF THE TREE PRIOR TO ANY PERMISSION BEING IMPLEMENTED.

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?

THIS SECTION MUST BE COMPLETED

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

THIS SECTION MUST BE COMPLETED Enter its title or number below.

TPO 000 LAND AT TREE COTTAGE

WORKS TO TREE IN G1

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

A FULL AND CLEAR DESCRIPTION OF WORKS MUST BE PROVIDED WITH REASONS FOR THE PROPOSED WORKS. IF TREES ARE TO BE FELLED, CLEAR AND FULL RE-PLANTING DETAILS MUST BE SUBMITTED DETAILING THE SPECIES, SIZE AND PROPOSED LOCATION OF THE TREE. IF NO RE-PLANTING IS PROPOSED, DETAILS MUST BE PROVIDED AS TO WHY NO REPLANTING IS PROPOSED.

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.

PROPOSED WORKS: FELL 1XASH FROM G1 OF TPO 000.

REASON: TO ALLOW SURROUNDING TREES TO CONTINUE TO GROW TO MATURITY WITHOUT BEING HINDERED BY POORER SPECIMEN ASH.

P.T.O

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

REPLANTING: NON-PROPOSED AS THE SAME ISSUE WOULD OCCUR WITHIN THE SAME LOCATION IN THE FUTURE.

THE PLAN ATTACHED TO THE APPLICATIONS SHOWS THE TREE TO BE FELLED AND ITS LOCATION IN RELATION TO SURROUNDING TREES AND PROPERTIES.

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.

ALL ENHANCED APPLICATIONS SHOULD ANSWER YES

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.

- LOCATION PLAN (TO SCALE)
- BLOCK PLAN (TO SCALE)
- PHOTOGRAPHS (ANNOTATED, DATED & PLAN SHOWING WHERE TAKEN FROM)

ALL ENHANCED APPLICATIONS SHOULD INCLUDE (AT MINIMUM):

LOCATION PLAN (TO SCALE)

BLOCK PLAN (TO SCALE)

PHOTOGRAPHS (ANNOTATED, DATED & PLAN SHOWING WHERE TAKEN FROM)

9. 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) **MUST BE INCLUDED**

For all trees

(see Question 7)

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

For works to trees protected by a TPO

(see Question 8)

Have you:

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

10. Declaration - Trees **MUST COMPLETE**

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:

T.TREE

Or signed - Agent:



Date (DD/MM/YYYY):

00/00/0000 (This date must not be before the date of sending or hand-delivery of the form)

11. Applicant Contact Details

Telephone numbers

MUST INCLUDE AT LEAST 1 CONTACT NO. OR EMAIL ADDRESS

Country code: National number: number:
+44 00000 000000

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

tree@.....co.uk

12. Agent Contact Details

Telephone numbers

MUST INCLUDE AT LEAST 1 CONTACT NO. OR EMAIL ADDRESS

Country code: National number: number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

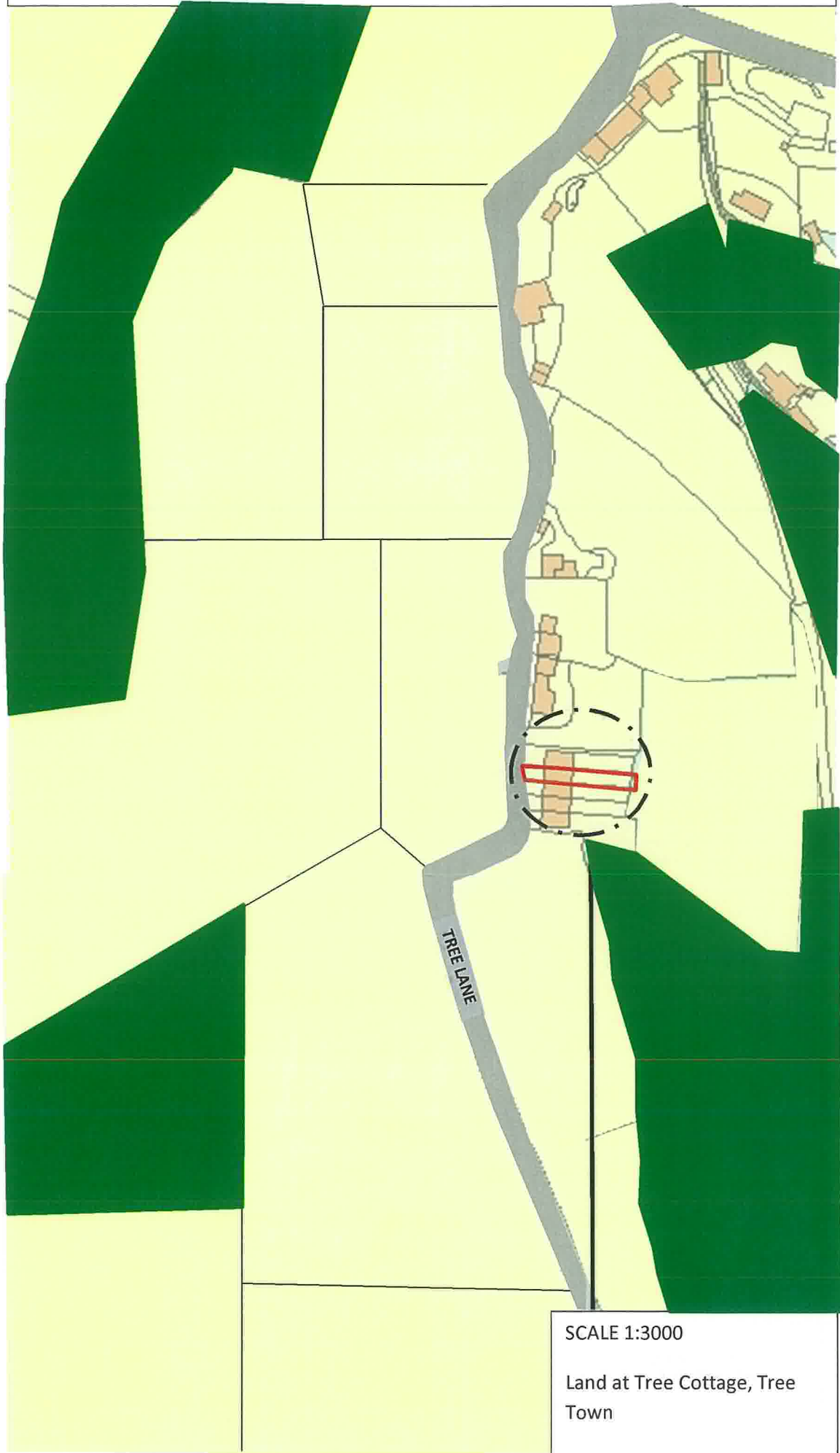
Email address (optional):



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)

Tree Preservation Order Application: LOCATION PLAN



SCALE 1:3000

Land at Tree Cottage, Tree Town

Tree Preservation Order Application: BLOCK PLAN



SCALE 1:200
Land at Tree Cottage, Tree Town



ASH - CLOSE
PROXIMITY TO OTHER
TREES

CLEAR ANNOTATION

20.07.2011 13:26

DATE AND TIME