



# HERTSMERE BOROUGH COUNCIL

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## 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 (as amended)

#### 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.

### Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)  Northing (y)

If the location is unclear or there is not a full postal address, describe as clearly as possible where it is

(for example, 'Land to rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road')

## Applicant Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

**Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?**

Yes

No

Do you know the Tree Preservation Order reference number(s)?

Yes

No

Please enter the title or number for each relevant Tree Preservation Order

TPO/004/2014

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](#)).

Condition of the tree(s) - e.g. it is diseased or you have fears that it might break or fall

Yes

No

Alleged damage to property - e.g. subsidence or damage to drains or drives.

Yes

No

**Are you wishing to carry out works to tree(s) in a conservation area?**

Yes

No

### Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order.

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.

Are you providing additional information in support of your application (e.g. an additional schedule of work for the question 'Identification of Tree(s) and Description of Works')?

Yes

No

If Yes, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application

Whitebeam front garden  
Cypress - TPO/004/2014  
Cypress - TPO/004/2014 v2  
Whitebeam centre of rear garden  
Whitebeam left of rear garden  
Dead Eucalyptus  
Cypress left of rear garden & Acer left of rear garden  
Cypress left of rear garden by house  
Hornbeam & Acer left of rear garden  
Hornbeam face-back

## 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

All descriptions are from the perspective of looking out of the back door at 10 Permian Close towards the rear of the garden.

The trees listed here have annotated photos.

Whitebeam front garden. Reduce and shape the top two corners of the Whitebeam to give it a more even shape.

Cypress - TPO/004/2014 & Cypress - TPO/004/2014 V2. Reduce to approximately gutter height and face-back (whilst maintaining the greenery) so it doesn't interfere with the house and keeps its current structure by the house.

Whitebeam centre of the rear garden - Bring the left-hand-side of the tree in by approximately a foot to give the tree slightly more balance.

Whitebeam left of rear garden - Reduce by approximately 2ft in order to keep the tree at a manageable size for the garden and to allow more light in.

Dead Eucalyptus - Reduce the tree to the height shown in the photo so it is out of sight but so climbers can grow up it.

Cypress left of rear garden & Acer left of rear garden - The Cypress is to trim the new growth in order to maintain it's height and allow light into the garden. The Acer is to keep it a manageable size for the garden and allow more light into the garden.

Cypress left of rear garden by house - This is to trim the new growth off the Cypress in order to maintain it's size and keep it away from the house.

Hornbeam & Acer left of rear garden - This is to clip various branches back in to keep the tree in proportion. It will also keep them from interfering with the Hornbeam to the left.

Hornbeam face-back - Face-back to boundary the overhanging branches of the Hornbeam. This is to allow more light into this section of the garden as when the tree is in full leaf it cuts out a lot of sun. It also will help the shrubs and other trees underneath prosper.

The only tree not with a direct photo is the Cypress hedge/tree but it can be seen in photos 'Dead Eucalyptus and Whitebeam left of rear garden'. The proposed work here is to clip the long branches which protrude into the garden back by 1/2metres. It is also proposed the top of the tree/hedge would be reduced by a similar amount to keep it manageable and so it does not dominate the other trees/shrubs in the area.

The owner of 10 Permian Close has asked me to include the following: The proposed work is routine maintenance of the garden. The property was built in 1997 with the garden a blank canvas newly planted by the current owner, save the front Hornbeam (no work planned), which Hertsmere Council removed a TPO in 2014.

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see below for sketch plan requirements).

Please provide the following information:

- Tree species

- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- Proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

e.g. Oak (T3) – Whole crown reduction to 12m above ground level, to provide sufficient clearance to property.

### Sketch plan requirements

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
  - mark and name surrounding roads
  - sketch in buildings, including adjoining properties
  - add house numbers or names
- mark the position of the tree(s) to which you want to carry out work and identify them by the number shown in the Tree Preservation Order where possible; if you use a different number, please make sure that this can be matched with your description of the tree(s)
- if there are many trees on the site, make clear which tree(s) are included in this application by:
  - marking all trees on the plan, but only numbering those to which you want to carry out work
  - showing the approximate distance between the application tree(s) and buildings
  - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

## Tree Ownership

Is the applicant the owner of the tree(s)?

- Yes  
 No

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

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

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes  
 No

## Declaration

I/We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Ed Gray

Date

2023/12/03