

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

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This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form.

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



planning@leeds.gov.uk
0113 222 4409

Planning Services
Merrion House
110 Merrion Centre Leeds LS2 8BB

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

| | | | | | |
|---------------------|--|---------------|-------------------------------------|---------------|----------------------|
| Title: | <input type="text"/> | First name: | <input type="text" value="sophie"/> | | |
| Last name: | <input type="text" value="fforde"/> | | | | |
| Company (optional): | <input type="text"/> | | | | |
| Unit: | <input type="text"/> | House number: | <input type="text" value="73"/> | House suffix: | <input type="text"/> |
| House name: | <input type="text"/> | | | | |
| Address 1: | <input type="text" value="73 montagu road"/> | | | | |
| Address 2: | <input type="text"/> | | | | |
| Address 3: | <input type="text"/> | | | | |
| Town: | <input type="text" value="wetherby"/> | | | | |
| County: | <input type="text" value="West yorkshire"/> | | | | |
| Country: | <input type="text"/> | | | | |
| Postcode: | <input type="text" value="Ls226jy"/> | | | | |

2. Agent Name and Address

| | | | | | |
|---------------------|--|---------------|-------------------------------------|---------------|----------------------|
| Title: | <input type="text"/> | First name: | <input type="text" value="sophie"/> | | |
| Last name: | <input type="text" value="fforde"/> | | | | |
| Company (optional): | <input type="text"/> | | | | |
| Unit: | <input type="text"/> | House number: | <input type="text" value="73"/> | House suffix: | <input type="text"/> |
| House name: | <input type="text"/> | | | | |
| Address 1: | <input type="text" value="73 montagu road"/> | | | | |
| Address 2: | <input type="text"/> | | | | |
| Address 3: | <input type="text"/> | | | | |
| Town: | <input type="text" value="Wetherby"/> | | | | |
| County: | <input type="text" value="West yorkshire"/> | | | | |
| Country: | <input type="text"/> | | | | |
| Postcode: | <input type="text" value="LS226JY"/> | | | | |

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)

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.

TPO Ref: TPO1993_061

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 - Oak tree (quercus spp) -The tree is growing on the corner just behind the hedge as you walk onto the property on the left hand side, with shrubs underneath. It has started to grow towards the property and over the path and road. Some of the branches have outgrown location, and with some pruning work which we suggest will help the trees health and form for the future, is required. this will prevent any future damage to people, vehicles and the building (targets).

Our recommendations:

1. To draw in endweight of branches by 3 metres to stop branches from failing and snapping.
2. Crown lift to 2 metres to allow clearance from ground level, if left to grow the branches could eventually cause damage to the property.

This will help prevent the targets under and around the tree for example the path, road and car park which is in constant use.

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

T2 - Hawthorn tree (*crataegus monogyna*) - -The tree is growing in-between a laurel shrub showing signs of dead within the base and crown spread of the tree and also is on a lean towards where the property owners keeps there business trucks, this is eventually going to fail and fall down. The tree can become unstable and will risk falling over in heavy winds possibly causing damage to owners, people, vehicles and property.

Our recommendations:

1.To fell and remove the tree down to ground level this will prevent the risk and likelihood of the tree failing and causing damage to residents and vehicles (targets) in adverse weather conditions.

2.To let the laurel hedge establish and grow to fill in the gap that will be left from the removal of the dead hawthorn tree. As there is already a laurel tree established here, there is no need for a replacement tree to be planted in this area. However if a replacement tree is required there is space in a different area of the grounds on the property.

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.

We are providing a handwritten sketch map which is not to scale showing compass points (North, South, East, West) the 2 plotted trees marked as T1 and T2 in relation to this application.

It has been photographed on a phone and send through email

9. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, "relating 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 following statements apply to you and/or agent? Yes No With respect to the authority, I am:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

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?