



**Environment and Design Group**  
Merrion House  
110 Merrion Centre  
Leeds LS2 8BB

Mr N Davy  
6 Newall Hall Mews  
Otley  
LS21 2SF

Application Number: 24/01107/TR

Email: [landscape.planning@leeds.gov.uk](mailto:landscape.planning@leeds.gov.uk)

Date: 26 February 2024

### **ACKNOWLEDGEMENT OF RECEIPT OF AN APPLICATION**

Dear Sir/Madam

#### **Application for consent to carry out work to protected trees**

**At:** 6 Newall Hall Mews, Otley, LS21 2SF

**For:** T1677 Sycamore - Request to remove tree. Due to high level of tree density in area and natural regeneration and woodland management. Request not to replant - not recommended by arborist. On woodland boundary over hanging housing.

We acknowledge receipt of your application to carry out work to protected trees received on 26 February 2024. Your proposal will be considered by officers in the Tree Team and they will aim to respond within eight weeks of 26 February 2024.

If you have not received a written response within eight weeks of 26 February 2024 you may appeal to the Secretary of State on a form you can obtain from the website <http://www.gov.uk/appeal-decision-about-tree-order/when-you-can-appeal> or by emailing [environment.appeals@pins.gsi.gov.uk](mailto:environment.appeals@pins.gsi.gov.uk) or writing to The Environment Appeals Team, Trees and Hedges, Room 3/25, Hawk Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN.

You do not have to appeal after this date as the Council will continue to consider your application and issue its decision as soon as possible and you may choose to wait. You should be aware that appealing will prevent the City Council from making a decision on your application and could lengthen the process considerably.

Once the Council has notified you of its decision, you can appeal against this if you are aggrieved by it or by any conditions attached to it.

We will be making details of your application available on our website on Public Access, and you can use this to monitor progress of your application at [www.leeds.gov.uk/publicaccess](http://www.leeds.gov.uk/publicaccess). Should you need to contact us, please email [landscape.planning@leeds.gov.uk](mailto:landscape.planning@leeds.gov.uk) quoting Application Number 24/01107/TR.

Yours faithfully

Development Management Services