

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: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

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)

☒ X

Unit: 3 House number: House suffix:

House name: MEARHEAD

Address 1: 3. COTTAGE CLOSE.

Address 2:

Address 3:

Town: ARSMEBY.

County: W/ SUSSEX

Postcode (if known): BN16 4AZ

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
Country code:	Mobile number (optional):	
Country code:	Fax number (optional):	

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.

TRIM ALL IVY + RAY TREE TO HEDGE 8' HEIGHT
SEE PHOTO

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

N TRIM 10' + RAY TREES
TO WALL HEIGHT 8'

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8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all times

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)

3. **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.



☐ No

If YES, you are required to provide tax

Substrates

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.

TREE SURVEY ESTIMATE
PHOTO OF JUV + BRY TREE.

Kenneth

- ☒

[View Question 29](#)

- 00

(see Question 8)

Have you

- ☐ ☐ ☐ ☐ ☐

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Signed: Applicant:



Date: 00/00/00

4-6-03-10

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

### Telephone numbers

Country code:

National number:

Extension number: [REDACTED]

Country code:

Mobile number (optional):

Country code:

Fax number (optional): \_\_\_\_\_

Email address (optional):

### Telephone numbers

\_\_\_\_\_

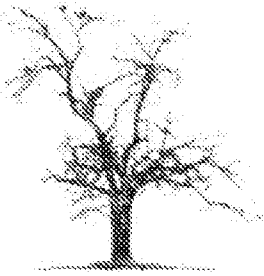
Extension number

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)

8-30 Monday April 19th



PAUL GOLDRING

TREE SURGERY AND FENCING SPECIALIST  
DUKES COTTAGE, SCHOOL HILL, STORRINGTON, PULBOROUGH  
WEST SUSSEX BN20 4NR

FULLY INSURED / NPTC QUALIFIED / FREE ESTIMATES & ADVICE  
VAT REGISTERED NO 855 9297 68

EMAIL: SUEGOLDRING@F2S.COM  
LICENSED GREEN WASTE CARRIER

Reference Quotation No. GI 01

QUOTATION

Tuesday, 16 February 2010

Mr Gibbs  
Church View  
1 Cottrell Close  
Angmering  
West Sussex  
BN16 4AR

|                       |   |    |    |    |
|-----------------------|---|----|----|----|
| ARUN DISTRICT COUNCIL |   |    |    |    |
| No.                   | A | 44 | 10 | TZ |
| RECEIVED              |   |    |    |    |

Price to:

- Shape Bay Tree at left hand side of back Garden by 4 - 6 feet as agreed.
- Shape Eucalyptus Tree at bottom of Garden. (REF A/100/08/TZ)
- All Cuttings will be cleared and taken away.

2801  
4521

K to do  
20m x 10m  
out 15m.

If your neighbour at M... of Garage cut  
down to 6 - 8 feet this w... yours.

I LOOK FORWARD TO HEARING FROM YOU

Proof of Certification of Public Liability Insurance can be shown if required

OUR PAYMENT TERMS: ALL PAYMENTS DUE ON COMPLETION  
THIS QUOTATION IS VALID FOR 6 MONTHS ONLY

For No. 3.

