ARUN
DISTRICT COUNCIL

Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Tel: 01903 737756
www.arun.gov.uk

M/62/13/T

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

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

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:	MR
First name:	ROGER
Last name:	CARTER
Company (optional):	N/A
Unit:	N/A
House number:	12
House suffix:	N/A
House name:	'DARMLEIGH'
Address 1:	WEST CLOSE
Address 2:	MIDDLETON-ON-SEA
Address 3:	
Town:	BOGNOR REGIS
County:	W. SUSSEX
Country:	ENGLAND
Postcode:	PO22 7RP

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:	

M/62/13/T

Lop 3 branches of 1 No Sycamore tree

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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: N/A House number: 12 House suffix: N/A

House name: 'DARMLEIGH'

Address 1: WEST CLOSE

Address 2: MIDDLETON ON SEA

Address 3:

Town: BOGNOR REGIS

County: W. SUSSEX

Postcode (if known): PO22 7RP.

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:

Rear of Darmleigh
12 West Close
Middleton on Sea

M/62/13/T

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: MR First name: ROGER

Last name: CARTER

Company (optional): N/A

Unit: / House number: 12 House suffix: /

House name: 'DARMLEIGH'

Address 1: WEST CLOSE

Address 2: MIDDLETON-ON-SEA

Address 3:

Town: BOGNOR REGIS

County: W. SUSSEX

Country: ENGLAND

Postcode: PO22 7RP

Telephone numbers

[redacted]

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.

TREE HAS NO SPECIFIC TPO — BUT IS SUBJECT TO A BLANKET TPO COVERING A NUMBER OF TREES IN VICINITY.

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.

SYCAMORE TREE

THE TREE WHEN REMOVAL OF DEADWOOD & IVY WAS UNDERTAKEN IN NOVEMBER 2012 UNDER APP N°: M/74/10T WE WERE ADVISED THERE IS NO SPECIFIC TPO N° — BUT WAS SUBJECT TO A BLANKET TPO FOR A NUMBER OF TREES IN THE AREA.

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

5 YEA MATURE TREE IN S.W. CORNER OF GARDEN (REAR GARDEN) IMMEDIATELY ADJACENT TO FENCING OF NEIGHBOURING PROPERTIES.

PERMISSION IS SOUGHT TO LOP 3 BRANCHES 2 OF WHICH ARE EXHIBITING DEAD WOOD. THE BRANCHES OVERHANG PROPERTIES No's 11 & 12

ALSO EXTREMITY OF BRANCHES TO BE LOPPED ARE INTERWOVEN WITH NEIGHBOURING TREES & ARE RESTRICTING THEIR GROWTH.

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:
   If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert. ☑ Yes ☐ No

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives.
   If YES, you are required to provide for: ☐ Yes ☑ No

   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.

PHOTOGRAPH ATTACHED (EXHIBIT 'A') & EXHIBIT 'B'

DRAWING ATTACHED OF ORIGINAL WORK APPLICATION DATED SEPT 2010. REF: AFTW/Cart12wcmos

ARUN DISTRICT COUNCIL M/62/13/T

Authority Employee / Member

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

Do any of these statements apply to you?

☐ Yes ☐ No

If Yes, please provide details of the name, relationship and role

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? ☑

11. De[redacted]

I/We here[redacted]ed in this form and the accompanying plans/drawings and additional informat[redacted]ge, any facts stated are true and accurate and any opinions given are the genuine

Signed -

Or signed - Agent:

Date (DD/MM/YYYY): 2 Sept 2013 (This date must not be before the date of sending or hand-delivery of the form)

12. Applicant Contact Details

Telephone numbers

[redacted]

[redacted]u submit this form by fax or e-mail the LPA may communicate with you in the same manner.

lease see guidance notes)

13. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

ARUN DISTRICT COUNCIL M/62/13/T

M/62/13/T.

12 West Close
Middleton-on-Sea
Bognor Regis
PO22 7RP

[redacted]

ARUN DISTRICT COUNCIL
3 - SEP 2013
RECEIVED

Date: 2 September 2013

Local Planning Authority
Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton BN17 5LF

Dear Sir/Madam

Re: **BRANCH LOPPING TO SYCAMORE IN REAR GARDEN AT 12 WEST CLOSE**

We refer to our telecon with the Duty Planning Officer this morning.

As requested we have enclosed 3 copies of the Application to perform the necessary works.

We must confess we are surprised we have to undergo a form filling exercise for what is a simple but nonetheless urgent task. We would have hoped that a swift go-ahead could have been granted for what represents 2 hours work. The tree in question is **NOT SUBJECT individually to a TPO** but is, as far as we are aware included in a blanket order going back over 40 years for a group of trees. In view of the inprecise nature of the tree in question, and the urgent nature of the Works (safety issues) **it would be greatly appreciated if this application can be fast tracked such that we can commence the job within the next 7 days.**

Your arboriculturalist Mr Brewster for whom we had an excellent working relationship back in September 2010 is more than welcome to visit so a fast approval can be realised. Kindly provide 24 hours notice of any visit.

We await to hear from you.

Yours faithfully

[redacted]

R I Carter

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