

# Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO)

## Information Required

Two copies of relevant information is required unless the entire application is submitted through The Planning Portal.

<b>Application Form</b> The 'Application for Tree Works: Works to Trees Subject to TPO' form must be fully completed.	
<b>Identification of Tree/s</b> Sufficient particulars to identify the location of the tree/s are required. It is recommended that an Ordnance Survey-based map (recommended scale 1:1250) is used with the affected tree/s clearly identified. A 1:1250 map can be obtained from <a href="http://www.planningapplicationmaps.co.uk">www.planningapplicationmaps.co.uk</a> or by calling 02380 511139.	
<b>Photographs</b> It is recommended that photographs of the tree/s affected are submitted with the application.	
<b>Specification of Works</b> A full and clear specification of the proposed tree works must be provided.	
<b>Reason for Works</b> The reason/s for the proposed tree works must be provided.	
<b>Evidence – Health and/or Safety of the Trees</b> If it is alleged that the proposed tree works are required for health and/or safety reasons, a report by an appropriate expert (e.g. arboriculturist or horticultural adviser) must be provided.	
<b>Evidence – Subsidence/Structural Damage</b> If it is alleged that the proposed tree works are required due to subsidence damage or other structural damage, a report by an engineer or surveyor, together with a report by a tree professional, must be provided.	
<b>Replacement Planting</b> If it is proposed to fell protected tree/s, details of planting replacement tree/s (including quantity, species, position and size) or reasons for not wanting to replant must be provided.	