



PLANNING  
PORTAL

If you would rather make this application online, you can do so on our website:  
<https://www.planningportal.co.uk/apply>

## 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

#### Privacy Notice

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.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

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:



*Proud of our past. Energised for our future.*

Copeland Borough Council  
The Copeland Centre,  
Catherine Street, Whitehaven,  
Cumbria CA28 7SJ

tel: 0845 054 8600  
fax: 01946 59 83 03  
email: [info@copeland.gov.uk](mailto:info@copeland.gov.uk)  
web: [www.copeland.gov.uk](http://www.copeland.gov.uk)

#### 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	2. Agent Name and Address
Title: <input type="text" value="MRS"/> First name: <input type="text" value="KARYSHA"/>	Title: <input type="text"/> First name: <input type="text"/>
Last name: <input type="text" value="COTTIER"/>	Last name: <input type="text"/>
Company (optional): <input type="text" value="KP ARBORISTS"/>	Company (optional): <input type="text"/>
Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>	Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>
House name: <input type="text" value="HOLLYDENE"/>	House name: <input type="text"/>
Address 1: <input type="text" value="HARRAS MOOR"/>	Address 1: <input type="text"/>
Address 2: <input type="text"/>	Address 2: <input type="text"/>
Address 3: <input type="text"/>	Address 3: <input type="text"/>
Town: <input type="text" value="WHITEHAVEN"/>	Town: <input type="text"/>
County: <input type="text"/>	County: <input type="text"/>
Country: <input type="text"/>	Country: <input type="text"/>
Postcode: <input type="text" value="CA28 6SG"/>	Postcode: <input type="text"/>

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)

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:**

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)

T1 - Sycamore, 50% reduction due to extensive crown dieback probably caused by waterlogging.  
T2, T3, T4, T5, T6 25% reduction. All showing varying degree of dieback and lean towards H Hunter rise. T3 has basal cavity with considerable rot

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

PRESENT ALSO HAS VERY LARGE PRUNING WOUND APPROX 5M HIGH WITH SIGNS OF DECAY. TS HAS LARGE LIMB OVER 11 HUNTER RISE WITH LARGE AREA OF DECAY PRESENT AT PREVIOUS FRACTURE. PROPOSE TO REDUCE LIMB BY 5M TO REDUCE LEVERAGE

## 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:

#### 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.

☐ Yes ☒ No

### 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.


## 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?

☐☐☐☐☐

## 11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we declare that, to the best of our knowledge, any facts stated are true and accurate and any opinions given are the genuine ones.

Signed

Or signed - Agent:

Date (DD/MM/YYYY)

13/12/2020

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

## 12. Applicant Contact Details

Telephone numbers

Extension number:

Country code:

National number:

[Redacted contact details]

## 13. Agent Contact Details

Telephone numbers

Extension number:

Country code:

National number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

[Redacted contact details]

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)