

# APPLICATION FOR TREE WORKS

Town and Country Planning (Scotland) Act 1997  
The Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) Scotland  
Regulations 2010

Please refer to the accompanying **Guidance Notes** when completing this application

**PLEASE NOTE IT IS FASTER AND SIMPLER TO SUBMIT PLANNING APPLICATIONS  
ELECTRONICALLY VIA <https://www.eplanning.scot>**

| 1. Applicant's Details   |                      | 2. Agent's Details (if any)                              |                      |
|--|----------------------|--|----------------------|
| Title  | <input type="text"/> | Ref No.  | <input type="text"/> |
| Forename   | <input type="text"/> | Forename   | <input type="text"/> |
| Surname  | <input type="text"/> | Surname  | <input type="text"/> |
| Company Name   | <input type="text"/> | Company Name   | <input type="text"/> |
| Building No./Name  | <input type="text"/> | Building No./Name  | <input type="text"/> |
| Address Line 1   | <input type="text"/> | Address Line 1   | <input type="text"/> |
| Address Line 2   | <input type="text"/> | Address Line 2   | <input type="text"/> |
| Town/City  | <input type="text"/> | Town/City  | <input type="text"/> |
| Postcode   | <input type="text"/> | Postcode   | <input type="text"/> |
| Telephone  | <input type="text"/> | Telephone  | <input type="text"/> |
| Mobile   | <input type="text"/> | Mobile   | <input type="text"/> |
| Fax  | <input type="text"/> | Fax  | <input type="text"/> |
| Email  | <input type="text"/> | Email  | <input type="text"/> |
| <b>3. Address or Location of Proposed Tree Works (please include postcode)</b>   |                      |  |                      |
| <input type="text"/>   |                      |  |                      |
| NB. If you do not have a full site address please identify the location of the site(s) in your accompanying documentation. |                      |  |                      |
| <b>4. Ownership of Trees</b>   |                      |  |                      |
| Is the applicant the owner of the trees?   |                      | Yes <input type="checkbox"/> No <input type="checkbox"/> |                      |
| If no, has the owner been notified?  |                      | Yes <input type="checkbox"/> No <input type="checkbox"/> |                      |
| If you are not the owner please provide the name and address of the owner (if known):                                      |                      |  |                      |
| <input type="text"/>   |                      |  |                      |
| What is your / the applicant's interest in the site where the tree(s) are located?   |                      |  |                      |
| <input type="text"/>   |                      |  |                      |

### 5. Details of Tree Protection

Under what procedures/designations are these trees(s) protected?

Tree Preservation Order\*       Conservation Area       Condition on Planning Permission\*\*

\*Please provide any relevant details about the Tree Preservation Order (e.g. title and date of the Tree Preservation Order, if known):

\*\*Please give the application reference number:

### 6. Identification of Tree(s) and Works Proposed

Please identify the tree(s) and provide a full detailed specification of the works you want to carry out.

Give details of the species of the tree(s) and include an accurate plan showing position(s) of the tree(s) in relation to buildings, named roads and boundaries. If the trees are protected by a TPO, please try to number them as shown in the First Schedule to the Tree Preservation Order (e.g. T3 Oak, two Beech and one Birch in G2; seven Ash in A1; sycamore in W1). You may submit a schedule of works.

Approximately how many trees are affected by the proposed works?\*

\*A group of trees can be treated as one.

Please provide details:

### 7. Reasons for Proposed Tree Works

Please state the reasons why you wish to carry out the proposed works to tree(s). In particular, please indicate whether the reasons for carrying out the proposed works include any of the following.

- Health or Safety of the tree(s) – e.g. it is diseased, fears that it might break or fall
- Alleged subsidence damage
- Other (please specify)

The Planning Authority may require you to submit a professional report in support of your reason for the proposed works.

### 8. Tree Works – additional information

Are you proposing to plant replacement tree(s) in support of your application?      Yes  No

If yes, please outline your replanting proposals on plans or other supporting information.      Yes  No

### 9. Planning Service Employee/Elected Member Interest

Are you / the applicant / the applicant's spouse or partner, a member of staff within the planning service or an elected member of the planning authority? Yes  No

Or, are you / the applicant / the applicant's spouse or partner a close relative of a member of staff in the planning service or elected member of the planning authority? Yes  No

If you have answered yes please provide details:

### 10. Declaration

I, the applicant/agent am applying for permission to carry out works to trees as described in this form. The accompanying plans/drawings and additional information are provided as part of this application. I hereby confirm that the information given in this form is true and accurate to the best of my knowledge.

Signature:  Name:  Date:

**Any personal data that you have been asked to provide on this form will be held and processed in accordance with Data Protection Legislation.**