

**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**

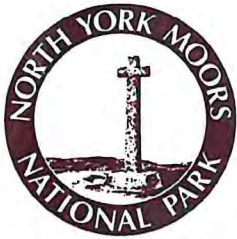
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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to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



North York Moors National Park Authority  
 The Old Vicarage  
 Bondgate  
 Helmsley  
 York  
 YO62 5BP

Telephone: 01439 772700  
 Email: [planning@northyorkmoors.org.uk](mailto:planning@northyorkmoors.org.uk)  
 Website: [www.northyorkmoors.org.uk](http://www.northyorkmoors.org.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.

When 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**

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)

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

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:

TREE IS IN THE GARDEN ON THE SEAWARD SIDE OF THE PROPERTY. Position is shown by the red dot on the diagram. The tree is situated on a steep bank.

### 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

### 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:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	

Email address (optional):

### 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.

THE TREE IS A SELF SEEDING SYCAMORE TREE. I WOULD LIKE TO REMOVE THE TREE ENTIRELY, AS IF IT GROWS BIGGER IT COULD UNDERMINE THE BANK CAUSING SUBSIDENCE WHICH MAY AFFECT THE PROPERTY. AS PER SURVEYORS COMMENTS - DOCUMENT NO. 1.

## 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:  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.  Yes  No  
 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.

### 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.

ADDITIONAL DOCUMENTS  
 ① - SURVEYORS REPORT  
 ② ③ ④ - PHOTOGRAPHS OF THE TREE  
 ⑤ - DIAGRAM SHOWING POSITION OF THE TREE

## 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?

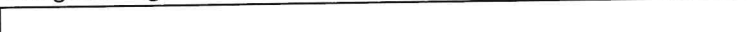
## 11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:

Or signed - Agent:





Date (DD/MM/YYYY):

4/7/21

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

## 12. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

## 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):

# Grounds (including shared areas for flats)

## Limitations to inspection

N/A

1 2 3 NI

H1  
Garage

Small timber outbuilding on the patio. No access internally. This is basic but functional. Decoration in the short term recommended. Where there are sections of dampness, these will overtime cause decay to the timber. 1

H2  
Other

To the front of the property there appears to be no land associated with the house. There is the pathway. It is unclear whether this is adopted by the local authority therefore maintainable at their expense or whether this is private. This needs review and clarification. Clearly the property existed for many years and there are no issues anticipated with the rights of access. 3

The side gate has a sign highlighting Belmont Place. At some point in the past this was likely a shared yard with other adjacent buildings that have now long since been demolished due to instability on the cliff.

The side gate is in a heavily dilapidated condition as is the adjacent walling with cracking. This links through and attaches with the neighbouring structure where there is cracking and instability. As a minimum the door and framework requires an extensive overhaul that will likely prove more cost effective to replace. The wall should be monitored if any of the cracks open any further repair will need to be actioned.

Against the gable series of imitation stone flags laid as steps and low level stone walling with a small tree. The path then continues around to the rear. The path has settled by around 20-40mm. There has likely been slight movements over an extended period of time. Without carrying out a period of monitoring it could not be determined whether this is recent or whether it is progressing at a rate that is of concern. Enquiries are essential with the vendor in this respect. An advised improvement is to relay all the paths on a more substantial sub-base together with some of the perimeter low level stone walls so that they are level and drain appropriately into the inset gullies. Some of the gullies do have leaf litter and debris in them and require clearance and checking to ensure they are free flowing.

The small grass bank side leading down to the wire mesh fence with small seating area shows no open cracks or movement. There are however a number of small and medium sized trees. As these grow they will have a water demand that can lead to subsidence, presenting a risk to nearby buildings including the house itself. Ideally these should be removed in their current state or as a minimum heavily cut back to restrict any further growth. Given that the trees are in a conservation area this may require consent. The North York Moors National Park should be contacted in the first instance.

The low level fence in wire mesh is slightly out of alignment and basic. The wire mesh fence to the higher neighbour is partly buried within the bushes. This is functional but again is in older timber and will need good levels of repair and maintenance.

The timber decking is more modern with a composite decking material over a timber frame. No issues noted. Upper patio with perimeter glazing adjacent the kitchen is in fair condition.

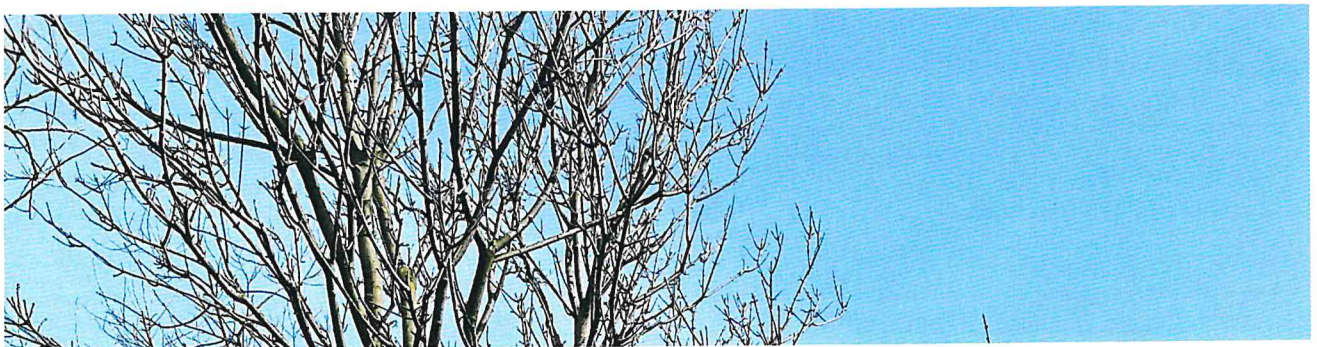
Property address

The Studio, Tommy Baxter Street, Robin Hoods Bay, Whitby, YO22 4RZ

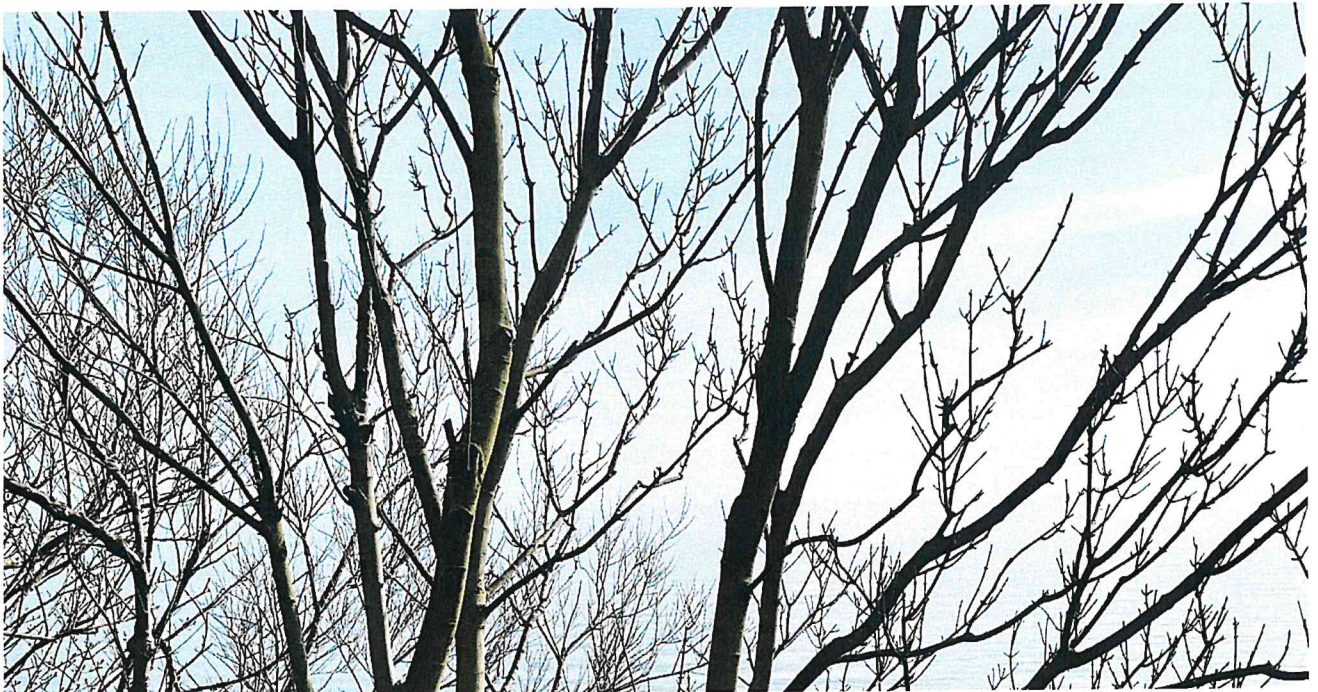
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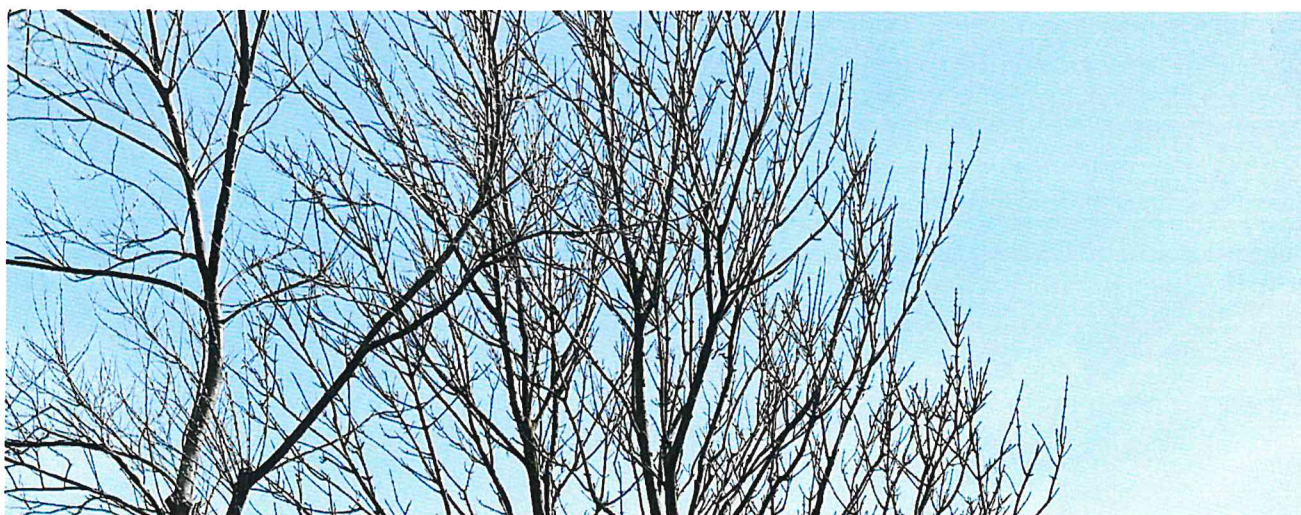


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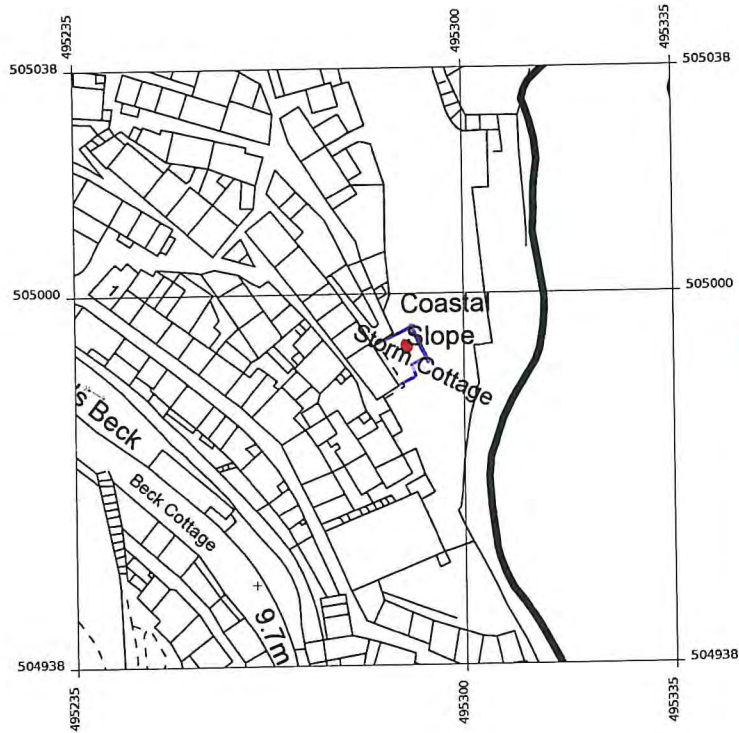








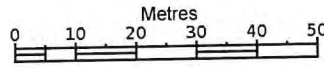
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Red dot shows position of the tree in the rear garden.

Produced 19 Mar 2021 from the Ordnance Survey MasterMap (Topography) Database and incorporating surveyed revision available at this date.

The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.



1:1250



The Studio, Tommy Baxter Street  
Robin Hoods Bay

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