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Aldern House . Baslow Road . Bakewell . Derbyshire . DE45 1AE

GUIDANCE FOR TREE WORK

If you are unsure as to whether the tree or trees have a TPO and/or if they are in a Conservation Area then please call Customer Service on 01629 816396 or email customer.service@peakdistrict.gov.uk who will be able to advise you. There may also be planning restrictions in place with regard to any tree work, again, please check with Customer Service if you are unsure.

1/2 Name and address of applicant/owner

You may submit the application yourself; you do not have to use an agent, nor do you have to be the owner of the tree(s). However, if you are not the owner please could you submit the owners' details if possible. The owner of the tree is usually the owner of the land on which it grows.

3) Tree Location

If the trees grow in more than one property, or if a tree trunk straddles the boundary between two properties; you should enter the details of the second address here. If trees grow on any other properties, enter those additional addresses in the space at the bottom of the page.

4) Applicants interest in the land

You don't have to own the tree(s) to apply for advice but it is good practice to let the owner know what you are proposing. You need to get permission from the owner before carrying out any work.

5) Access to trees

Should an appointment be needed for access please give details of who we should contact to make the appointment and a contact number.

6) Tree Officer is in the area

If you do require the Tree Officer to make an appointment please give details of who we should contact to make the appointment and a contact number.

7) Description of Tree Works

a) *Tree(s) – Species if known*

Please give the species of tree if known (e.g. oak, scots pine)-latin names are not required.

b) *Plan of Trees*

Please make clear to which tree(s) the description of works and reasons apply. A small sketch plan identifying the trees would be useful. The plan should show boundaries and adjoining properties including house numbers or names, and names of roads. It is not necessary to draw a scaled plan, but it may be useful to show approximate distances between the tree(s) in question and other relevant features. If possible, include an arrow

showing north. It may be helpful to show other trees in the garden to help the Tree Officer identify the trees on the form. If there are many trees, please make clear which tree you want to work on. If it is impossible to identify the tree accurately on the drawing please identify their approximate location on the plan and explain how the tree(s) have been marked on site (e.g. coloured tape, ribbon, tree tags). Photographs can be useful.

c) & d) *Proposed Works & Reasons for Works*

It would be helpful if you could clearly specify the works you want to carry out for each tree included in your application.

Common Tree Work Operations

- The entire branch system of a tree is known as the '**crown**'.
- You can remove **dead branches**.
- **Crown Thinning** reduces the density of the tree's crown without changing the overall shape and size of the tree. Thinning reduces the amount of foliage and allows more light through the canopy or crown. This is useful for letting more light into gardens and windows.
- The amount of thinning proposed should be specified as a percentage of the leaf area (usually no more than 30%).
- **Crown Lifting** means removing lower branches to increase the clearance between the ground and the crown. It would be helpful if you could identify the branches you wish to remove or specify a height above ground level to which you wish to "lift" the crown. Crown lifting is useful for allowing more light into gardens and prevents low branches obstructing paths, drives etc.
- **Crown Reduction** – the tree crown is reduced by shortening branches, and so changes the overall size and shape of the tree. Reductions are usually carried out all round the outer parts of the crown to maintain a balanced shape, but seldom should it include cutting through the main stem. The amount of reduction proposed should be stated in terms of the intended height and spread of the tree after pruning (rather than what percentage of the overall crown is to be removed). Partial reduction may be useful for preventing branches contacting buildings, roofs and guttering.

8) Details of any tree planting proposed

Please give details of any tree planting that you wish to undertake e.g. species and quantity.

9) Date of proposed works

If you have a start date for the work please enter it here.

10) Details of Contractor to be used

If you have a contractor lined up for these works please enter their details here.

11) Please sign and date the form

Please email or post the completed form plus any accompanying papers to:

customer.service@peakdistrict.gov.uk

Peak District National Park Authority, Aldern House, Baslow Road, Bakewell, Derbyshire, DE45 1AE.