



Please email completed forms to trees.planning@kirklees.gov.uk or post to the address above

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

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink. You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). You may also use it to give notice of work to trees in a conservation area. It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application/notice cannot proceed.

1. Applicant Name and Address and 2. Agent Name and Address. Includes fields for title, last name, company, unit, house name, address 1-3, town, county, country, and postcode.

3. Trees Location and 4. Trees Ownership. Includes fields for tree location details and ownership information, with checkboxes for TPO and conservation area status.

5. What Are You Applying For? and 6. Tree Preservation Order Details. Includes checkboxes for consent to TPO and conservation area work, and fields for TPO details.

7. Identification Of Tree(s) And Description Of Works. Includes a large text area for describing the tree and the proposed works.

8. Trees: Additional Information. Includes sections for additional information, documents and plans, and a checklist for tree condition and damage.

9. Authority Employee / Member. Includes checkboxes for authority employee status and relationship to the applicant.

10. Application For Tree Works - Checklist. Includes a checklist for sketch plan, tree identification, reasons for work, and evidence provided.

11. Declaration - Trees. Includes a declaration section for the applicant and agent, with a date field.

12. Applicant Contact Details and 13. Agent Contact Details. Includes fields for contact information for both applicant and agent.