

## quick guide to

# Applying for work to trees

This 'quick guide' will help you work out whether you need consent to do work to trees and how to apply.



## Do I need consent to do work to trees?

Many of the trees in Edinburgh are protected and consent is required to do work to these trees. You can check if trees are protected using the [online map](#).

## If trees are protected

Trees in Conservation Areas and those covered by Tree Preservation Orders are protected by law.

**Trees in Conservation Areas** - the Council should be notified of any proposed works not less than six weeks before carrying out the work.

**Trees covered by Tree Preservation Orders** - prior consent must be given by the Planning Authority.

**Trees may also be protected by conditions of a planning permission.** You can view the conditions of a planning permission by searching the [Planning Portal](#) for the relevant planning application.

If trees have no statutory protection, you may still require felling permission from [Scottish Forestry](#).

**Note: It is a criminal offence under to carry out work to, or damage a protected tree, without the Council's consent or having provided the required notice.**

For more guidance on protected trees visit our website [www.edinburgh.gov.uk/privatelyownedtrees](http://www.edinburgh.gov.uk/privatelyownedtrees)

There is no fee to apply for works to trees.

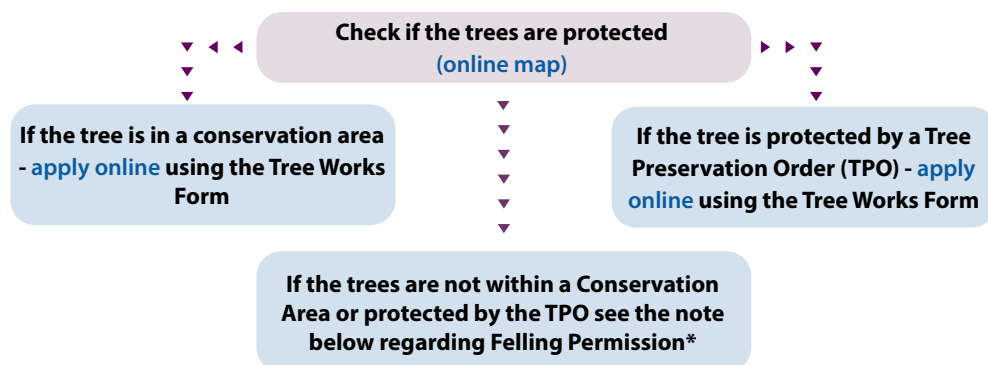
## Applying online for Tree Works

Applications for tree works are made online via [ePlanning](#).

Once you've submitted your application, you must also submit amended or new information via ePlanning. Sending us information by email means your application may take longer to process.

If you are unable to apply online, you may wish to consider employing an agent to handle your application.

### I want to do work to trees



**\* Note: If a landowner plans to remove more than five cubic metres of timber in one calendar quarter, they may be required to obtain felling permission from Scottish Forestry (previously known as the Forestry Commission). This is approximately equivalent to two mature trees. Felling permission is not required if the trees are in a domestic garden, a public open space, a churchyard or an orchard. For more information about felling permission please see the [Scottish Forestry website](#).**

## ePlanning

- Create an account if you don't have one already - [ePlanning](#) has a User Guide on how to set up and manage your account
- Use the correct form (Tree Works form) and read the ePlanning Guidance notes for Tree Works
- Tick the correct box i.e. whether you propose to do work to trees which are protected by a Tree Preservation Order (TPO) or whether the trees are within a conservation area
- Description - provide a technical description of the works
- Address – if the site has no street address, choose the area of land from the Map Search function
- You must provide the necessary documents to allow us to progress your application, this includes:
  - A location plan
  - A site plan clearly showing the location of the tree/s and any other useful information
  - Photographs of the tree(s) and the surrounding context
- Documents (location plan, site plan clearly showing the location of the tree/s and any other useful information)
- Photographs of the tree(s) and the surrounding context
- What happens once the application/notification is submitted?
  - You will receive an acknowledgment by email
  - You may be asked for more information or to correct information to be submitted
  - Your submission will be assessed, and you will receive a decision from the Planning Authority

Prior to applying - read our [online guidance](#) about Protected Trees in Edinburgh.