

PLANNING APPLICATION – VALIDATION NOTES
Application for tree works: Works to trees subject to a Tree Preservation Order (TPO) or notification of proposed works to trees in Conservation Areas (CA)

Please use this list to ensure that the form has been completed correctly and that all relevant information is submitted. For works to trees protected by a Tree Preservation Order, failure to supply sufficiently precise and detailed information may result in your application being rejected or delay in dealing with it.

Your application MUST include the following:	Checklist
Completed and dated application form, with all [mandatory] questions answered	<input type="checkbox"/>
Sketch plan showing the precise location of all tree(s)	<input type="checkbox"/>
A full and clear specification of the works to be carried out	<input type="checkbox"/>
A statement of reasons for the proposed work and evidence in support of the statement. In particular, you should provide	
A report by a tree professional (e.g. an arboriculturist or horticultural adviser) if your reasons relate to the health and/or safety of the tree(s)	<input type="checkbox"/>
A report by an engineer or surveyor, together with one from a tree professional (arboriculturist) if you are alleging subsidence damage	<input type="checkbox"/>

You may also be asked to provide the following:	Checklist
Photographs.	<input type="checkbox"/>
Details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form	<input type="checkbox"/>

Please note that as from 10th August 2006 all applications for Planning Permission, with the exception of Householder Applications, Changes of Use, Engineering Operations and Advertisement Applications require both a Design Statement and an Access Statement.

Most applications for planning permission are dealt with by Planning Officers under delegated powers. Larger or more controversial applications are decided by Councillors at the Development Control Board. Board Councillors must be impartial and must not be contacted, to discuss applications with applicants either before submission or during consideration.