

Planning Application Requirements (PAR) Checklist for:

Application for Tree Works - Works to trees subject to a Tree Preservation Order or Notification of proposed works to trees in Conservation Areas

Please use this list to ensure that the form has been completed correctly and that all relevant information is submitted.

Tree Preservation Orders: 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 a delay in dealing with it. In particular, you **MUST** provide the following:

Details required	Yes
Completed and dated application form, with all mandatory questions answered	
Sketch plan showing the location of all tree(s)	
A full and clear specification of the works to be carried out	
Statement of reasons for the proposed work	
Evidence in support of statement of reasons. In particular, you should provide:	
<ul style="list-style-type: none"> report by a tree professional (eg. arboriculturist or horticultural adviser) if your reasons relate to the health and/or safety of the tree(s) 	
<ul style="list-style-type: none"> report by an engineer or surveyor, together with one from a tree professional (arboriculturist) if you are alleging subsidence damage 	

Conservation Areas: For works to trees in conservation areas, it is important to supply precise and detailed information on your proposal. You may, therefore, wish to provide the following:

Details required	Yes	No	If No, please explain why not
Completed and dated application form, with all mandatory questions answered			
Sketch plan showing the location of all tree(s)			
A full and clear specification of the works to be carried out			

Tree Preservation Orders and Conservation Areas:

Whether the trees are protected by a TPO or in a conservation area, please indicate which of the following types of additional information you are submitting:

Details required	Yes	No	If No, please explain why not
Photographs and Photomontages			
Landscaping details			
Tree Survey/Arboricultural implications			