NOTICE OF WORKS TO DEAD OR DANGEROUS TREES

VALIDATION CHECKLIST FEBRUARY 2016

Applications should be submitted in accordance with the requirements in this checklist. If not, the application may be declared invalid and not determined or processing may be delayed.

If the application is submitted electronically, one copy of the form and each of the drawings, plans and documents will be required.

If the application is submitted in paper format, two copies (one original and one copy) will be required.

A CD/DVD containing the same information will enable the application to be validated more quickly. The maximum file size acceptable is 2 MB (exceptionally 5 MB is acceptable for long reports)

National List Requirements

Information Item
Applications for works to trees in conservation areas must be made in writing.

Local List Requirements

The information required may include any of the following and you are advised to discuss what information will be required with planning officers before submitting an application. Where the local planning authority considers that information is required and it is not provided the application will be treated as invalid.

Information Item	Policy Driver	What information is required
A location plan.	CLG circular - Guidance on information requirements and validation.	The site should be edged red.