Validation Checklist - Tree Applications

Your application **MUST** include the following:

DOCUMENT	Req'd? Yes/No
1 Copy of the completed tree application form, signed and dated (Note: It is important that the diagram at question 5 provides sufficient and accurate information to identify the site and the trees within it)	

In addition to the information which must be submitted with your application, the following information may also be required where applicable:

DOCUMENT	Req'd? Yes/No
Where applicable, details of any assistance or advice sought from a planning officer prior to submitting your application - please indicate dates of any correspondence or discussion, reference number and name of officer	
Where the diagram at question 5 is not considered sufficient for the purpose, **1 Copy** of a plan (Ordnance Survey based at a scale of 1:1250 or 1:2500) sufficiently detailed to locate the property and accurately identify the trees within it. The precise location of all tree(s) should be shown and they should be numbered.	
A schedule of the trees, referenced to the plan, identifying the types of tree and an accurate and precise description of the intended works to each tree	
Supporting Statement stating reasons for the proposed works	
Colour photographs suitably referenced to a site plan	