



Validation Checklist V23

Application for Works to Trees subject to a Tree Preservation Order or within a Conservation Area

PLEASE SUBMIT A COPY OF THIS CHECKLIST, COMPLETED AS APPROPRIATE, WITH YOUR APPLICATION.

A minimum of 3 copies (including the original) of all documentation relating to an application for works to a tree covered by a Tree Preservation Order should be submitted. A minimum of the top copy only should be submitted if the application concerns tree works in a Conservation Area.

The following must be included with your application if it is for works to a tree covered by a Tree Preservation Order.

- ✓
- The Application Form completed, signed** (unless submitted electronically) **and dated**
- A sketch plan to show the location of the tree or trees the subject of the application**
- A full and clear description of the works to be carried out**
- A Statement of Reasons for the proposed works**

The following must be included with your application if it is for works to a Tree in a Conservation Area

- ✓
- The Application Form completed, signed** (unless submitted electronically) **and dated**
OR
- * **The Dover District Council application form Ref. TC, completed, signed** (unless submitted electronically) **and dated**
OR
- *
 - **Written notification**
 - **A sketch plan showing the location of the tree**
 - **A full and clear description of the proposed work**

LOCAL REQUIREMENTS

None.

INFORMATION

* In respect of works to trees in a Conservation Area, you may still use the Dover District Council form or notify the Council in writing, pursuant to Section 211 of the Town and Country Planning Act (as amended).

Signed:.....

Date:.....

We can provide this document in a variety of formats, including Braille and large print. For further information and help please call our Customer Services Team on 01304 821199 or e-mail customerservices@dover.gov.uk.