Westmorland & Furness Council

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)
Validation Checklist

This checklist should be read in conjunction with the Planning Validation Checklist Guidance document. This gives detailed information of what is required.

Trees Protected by a Tree Preservation Order

Form

☐ Completed application form.

Plans

Two copies of the following plans (unless submitted electronically):

☐ **Ordnance Survey based site location plan drawn to a metric scale of 1:1250 or 1:2500.** The plan should be clear and up to date and show the direction of North.

☐ **Metric scaled block/site plan (1:100/1:200)** clearly showing the position of the tree(s).

Other information

☐ Full specification of the proposed works to the tree(s).

☐ Reasons for the proposed works.

☐ If reasons relate to the health or safety of the tree(s), a full health/safety report prepared by a qualified arboriculturist is required.

☐ If reasons relate to subsidence or structural damage reports prepared by a qualified surveyor or engineer and a qualified arboriculturist are required.

☐ Photographs.

☐ Details of previous advice given by the tree officer at Westmorland and Furness Council.

Trees within a Conservation Area

Form

☐ Completed application form (unless submitted electronically).

Plans

Two copies of the following plans (unless submitted electronically):

☐ **Ordnance Survey based site location plan drawn to a metric scale of 1:1250 or 1:2500.** The plan should be clear and up to date and show the direction of North.

☐ **Metric scaled block/site plan (1:100/1:200)** clearly showing the position of the tree(s).

Other Information

☐ Photographs.

☐ Details of previous advice given by the tree officer at Westmorland and Furness Council.

Guidance

Further details of the local requirements listed above and when they apply is available in paper form by request or from the councils website: www.westmorlandandfurness.gov.uk