



Validation Criteria for all Tree works: works to trees subject to a Tree Preservation Order (TPO) or notification of proposed works to trees in Conservation Areas (CA)

If you are making a planning application to undertake works to trees then the following plans or information should be provided. Once you have completed this checklist, please send it or a copy to us, with your application.

- The following information must be submitted. If you think some information requested is not relevant to your application, please explain why not.
- **Failure to provide the information requested may invalidate your application and it will be returned to you as incomplete.**
- **One original plus one copy** of each document & plan is required unless the application is submitted electronically. However we reserve the right to ask for extra electronic or paper copies of plans or information we think is necessary to assess and publicise your application properly.

Requirement	Tick if provided		If 'No' explain why not
	Yes	No	
Completed form (signed and dated)			
Plans - All plans and drawings to indicate: paper size; key dimensions; scale bar indicating a minimum of 0 - 10 Metres			
Plan of the site (at a scale of 1:200 or 1:500). This should show the direction of North and enable the precise identification of the tree/s within the site in relation to buildings and boundaries. The tree/s subject of this application should be clearly identified.			

This Validation Checklist is a Direction made under section 62 of the Town and Country Planning Act 1990 and Regulation 4 of the Application Regulations 1988. Failure to submit the information required by the Direction may result in the application being treated as invalid under article 5(4) of the GDPO 1995.

Should you require further guidance, please contact: Planning Services, Elmfield, New Yatt Road, Witney, Oxon, OX28 1PB
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