

Planning Application Requirement Checklist (Form 31)

This sheet is an extract from the **Planning Application Requirements** checklist produced by West Dorset District Council which specifies the documentation and supporting information that will have to be submitted before the type of application set out below can be registered. If an application does not comply with these requirements or the information supplied is not of an adequate standard, the application will be considered invalid and returned to you.

Works to Trees subject to a Tree Preservation Order (TPO) and / or notification of proposed works to trees in Conservation Areas (Form 31)

National Requirements	Tick
Completed and dated application form, with all questions answered;	
Sketch plan showing the location of all tree(s)	
A full and clear specification of the works to be carried out;	
Statement of reasons for the proposed work	
Evidence in support of statement of reasons, where required by the standard application form	

In addition to the Planning Application Requirements (National) referred to above that must be submitted with your application, some or all of the following information **may** be required depending on the nature, scale and location of the development proposed. The West Dorset Planning Application Requirements checklist (available in the planning reception or on line at www.dorsetforyou.com) sets out a brief explanation of each of the different types of information that may be required and includes links to specific guidance on the Council's requirements, background information and reference sources.

Local Requirements	Tick
Photographs / photomontages	
Report by a professional (arboriculturist) or other	
Details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form.	