



EH Tree Care Ltd
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East Sussex
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Arun District Council
Arun Civic Centre
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Planning General Enquiries
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Our Ref: R/1/17/T
Your Ref:

Please ask for:
Zac Denton
01903 737500 x37447

Dear Mr Haunton

11th January 2017

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Tree Surgery

Location Poplar site

Thank you for your recent application which I received on 3rd January 2017. It is being validated by Zac Denton who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the National Validation Requirements.

Please provide specific details of the works and measurements (in metres) you wish to perform, and which trees you wish to perform them on.

For further guidance on making your tree application please click here.

If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **25th January 2017** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts
Director Planning & Economic Regeneration