



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

Please ask for:
Andrew Wood
01903 737768

Dear Mr Haunton

30th March 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 Removal & other surgery to various trees
Location Poplars Site & Surrounding Areas

Thank you for your recent application which I received on 3rd January 2017. It is being validated by Andrew Wood 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 :-

The Tree Officer has requested a more detailed report schedule of proposed surgery to each tree. Some spaces have been left blank under the Work column. Please complete them, even if it is to clarify no work to this tree at this time. Please submit accordingly.

The report must accord and cross reference with the tree location plan that you submitted so that the Case officer/Tree officer can see what work is proposed for what tree. You may wish to submit an amended plan if necessary.

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 **13th April 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