

a summary for what should normally be provided with a planning application where trees are present on site or adjacent to the site.

- Tree Survey carried out by an Arboriculturist in accordance with BS5837:2005 which should include a root protection area schedule
- Tree Constraints Plan
- Arboricultural Implications Assessment
- Arboricultural Method Statement(s)
- Tree Protection Plan(s)
- Schedule of Tree Works
- Landscape proposals and replacement tree planting plans

Copies of British Standard 5837 and other British Standards can be purchased from:

The British Standards Institute

Maylands Avenue, Hemel Hempstead HP2 4SQ.

Tel **01442 230442** Fax **01442 231442**

email **product.services@bsi-global.com**

British Standards Institute website: **www.bsonline.bsi-global.com**

Useful contacts and references:

Contact the Tree Team by e-mail at **trees@westberks.gov.uk**
or phone on **01635 551111** for Council owned trees and general queries.

Contact the Tree Officers for tree works applications, trees and planning applications and trees in Conservation Areas.

The Tree Officer for the Eastern Area is Jon Thomas

Contact Jon at **jon.thomas@westberks.gov.uk**
or on Tel: **01635 519611** ext **2611**

The Tree Officer for the Western Area is Andrew Giles

Contact Andrew at **andrew.giles@westberks.gov.uk**
or on Tel: **01635 519349** ext **2349**

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If you require this information in an alternative format or translation, please call 01635 519111

Environment

Making a planning application with trees



Are you looking to make a planning application? Here is a brief explanation of the types of documents that may be required for submission with a planning application. It is also guidance on things to consider prior to making a planning application when trees are either present on or adjacent to your site.

This is important to show that the trees have been considered as a material constraint to a site. However, depending on the scale of your proposals will depend on the extent to which each of the following documents will apply and whether you need to submit all this information.

What is an Arboricultural Implications Assessment (AIA)?

This is a report on the trees on the site based on an assessment of the tree constraints and that of the design proposals. It should include:

- A discussion of the proposals and the tree related implications of the proposals
- Demonstrate how the implications have been overcome or mitigated
- Provide details of the trees to be retained and removed and justification for this
- Be an assessment based on a finalized design layout that is to be submitted for planning
- Provide a realistic assessment of the proposals
- Generally provided in a report format as a hard copy &/or electronically.

What are Arboricultural Method Statements (AMS)?

These are method statements for specific site works and may require other professional input and can include the following:

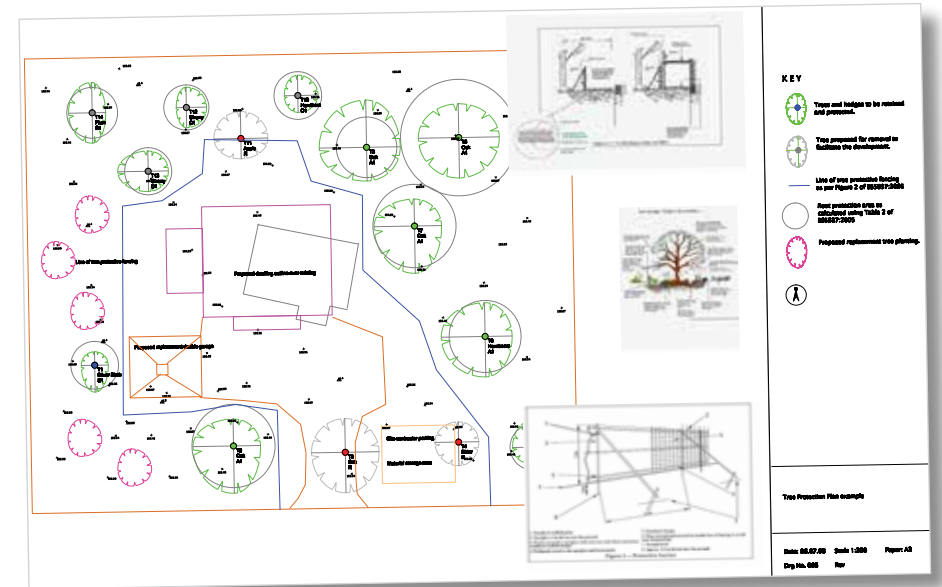
- Tree protective fencing specifications including installation
- Ground protection specifications
- Special surface installations
- Engineering solution methodologies & specifications
- Service installation methodologies
- Site huts, material storage and vehicular movements
- Site supervision and monitoring details.

What is a Tree Protection Plan (TPP)?

This is a plan that should show:

- All Trees selected for retention
- All Trees to be removed
- The precise location for erection of protective barriers and other relevant physical protection measure including ground protection to protect the Root Protection Area (RPA) and marked as a Construction Exclusion Zone (CEZ)
- Design details of the proposed physical means of protection including any tree works
- Areas of structural landscaping to be protected to prevent soil damage
- Show the proposals and be to scale.

Example of a basic tree protection plan



What is a Tree works schedule (TWS)?

This is a list of the trees present on the site or adjacent to the site setting out the relevant tree works that are required based on your planning application. It is preferable to undertake approved tree surgery works prior to the commencement of building operations on the grounds of more space being available. Therefore a schedule of tree works maybe required. This work should not be undertaken until the planning application has been successful. Unless the works are to prevent an immediate hazard, in which case regard must be taken to whether the trees are within a Conservation Area or subject to a Tree Preservation Order. The tree work should be:

- In accordance with BS3998
- Carried out by an approved Tree Works Contractor
- Have consideration of wildlife habitats
- Have considered protected flora & fauna that may be present on site
- Be carried out in the appropriate season avoiding nesting birds & ideally in the dormant season for trees.

Submitting planning applications

You are now ready to submit your planning application with all the relevant tree information as you have considered the tree issues on site and sought to address them with the planning application. Checklist of information for submission of a planning application with some or all of the following information. The following checklist provides