

Tree Surgery

Application No: DM/25/2247	Date Received: 05.09.2025
Portal No: PP-4307985	Validation Officer: Christine Pound

Site Address: 1 Spring Gardens, Copthorne, Crawley, West Sussex, RH10 3RS		
Description: Scots Pine - sectional felling.		
Charge categories:		
Fee required: £0	Date paid in full:	N/A
Description suitable and fees correct	Initial: ...CP....	Date: ...08/09/2025....

Special Constraints			
Major Housing (10+ dwellings)	☐ /No	Major (1000sq m+ floorspace)	☐ /No
Major (1ha Site Area)	☐ /No	Environmental Statement (30 day consultation)	☐ /No
Setting of Conservation Area	☐ /No	Setting of Listed Building	☐ /No
Special due to CA, LB or Major	☐ /No	Special due to Departure/Other *Complete after allocation to PO	Yes/No

Other Constraints	
Great Crested Newt IRZ - Amber Zone - YES	
Ref: WP/02/TPO/85 -- Category: G -- No: 1 --	
Type: - YES	
Tree Survey req.?	Yes/No

Cross Boundary	☐ No	Minerals and Waste	☐ No
MSDC Land Ownership	☐ /No	Other	Yes/No
Relevant Planning History	Yes/No	Ref: ...DM/20/1820.....	Officer: ...IF.....
MyMaps and Planning History checked		Signed: ...CP.... Date: ...09/09/2025.....	

	Date	Signed		Date	Signed
Registered	09/09	CP	Acknowledged	09/09	CP
Invalid sent	-----	-----	Weekly List Sheet	09/09	CP
Invalid chase sent	-----	-----	Consultations	09/09	CP
Marked Valid in Uniform	09/09	CP	Neighbours	09/09	CP
Indexed/scanned	09/09	CP	Site Notice	-----	-----
Sent for Allocation	09/09	CP	EIA Checklist	-----	-----
Valid Date	05/09	CP	File Completed	09/09	CP

Validation

National Requirements

- ☐ Application form
 - ☐ Ownership/agricultural cert. signed
 - ☐ Fully completed
 - ☐ Location Plan
 - ☐ To suitable scale
 - ☐ Red line around boundary
 - ☐ Not copyright protected
 - ☐ Nearby roads/features shown
 - ☐ Fire Statement
 - ☐ multi-occupied residential buildings of 18m or more in height, or 7 or more storeys
 - ☐ Block plan
 - ☐ To suitable scale
 - ☐ Red line around property boundary
 - ☐ Neighbouring properties shown
 - ☐ Proposal clearly indicated
 - ☐ Design and access statement
 - ☐ 1 or more dwelling in Conservation Area
 - ☐ Building with 100m²+ floorspace in Conservation Area
 - ☐ Listed Building Consent
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Drawings

- ☐ Existing elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ For all buildings to be demolished
 - ☐ Tally with existing floorplans
 - ☐ Existing floorplans
 - ☐ To scale
 - ☐ All floors where changes will be made and/or
 - ☐ For all buildings to be demolished
 - ☐ Proposed elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed floorplans
 - ☐ All changes shown included within description
 - ☐ Proposed floorplans
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed elevations
 - ☐ All changes shown included in description.
 - ☐ Existing and proposed sections
 - ☐ To scale
 - ☐ All areas where significant changes in site levels are proposed e.g bunds, pools, landscaping works etc.
 - ☐ Shows reasonable section of site (i.e. showing all major areas of change and/or area of most significant change)
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Local Requirements

- ☐ Affordable Housing Statement
- ☐ Air Quality Assessment
- ☐ Biodiversity Survey/Report
- ☐ Flood Risk Assessment
- ☐ Foul Sewage and Surface Water Assessment
- ☐ Heritage Statement
- ☐ Land Contamination Assessment
- ☐ Lighting Assessment
- ☐ Noise Impact Assessment
- ☐ Open Space Assessment
- ☐ Planning Obligation Instruction Form
 - ☐ Net increase of 5+ units or where affordable housing is required
 - ☐ 1+ dwellings within 7km Ashdown Forest Buffer Zone
- ☐ Planning Statement
- ☐ Stage 1 Safety Audit
- ☐ Statement of Community Involvement
- ☐ Structural Survey
- ☐ Sustainability Statement
- ☐ Telecommunication Supplementary Info.
- ☐ Town Centre Impact Assessment
- ☐ Transport Assessment
- ☐ Travel Plan
- ☐ Tree Survey
- ☐ Ventilation and Extraction Statement

Allocation

Application Number: DM/25/2247	Departure:	Yes/No
Case Officer: Irene Fletcher	Special?	Yes/No
	EIA Checklist required:	Yes/No

Notes for Service Support	Notes for Planning Officer		
Consultees: Mid Sussex ☐ Architectural Advisor (Emily) (MP18) ☐ Better Mid Sussex Planning Leader (MP10) ☐ Contaminated Land Officer (MP11) ☐ Flood Risk and Drainage Team (MP09) ☐ Environmental Protection (MP08) ☐ Housing Enabling Team (MP07) ☐ Housing Standards – Cassy Foster (MP23) ☐ Leisure (MP05) ☐ Parks and Landscape Team (MP20) ☐ Planning Policy (MP04) ☐ Trees and Landscape Officer (MP02) ☐ Urban Designer (MP03) ☐ Corporate Estates (MP16) ☐ Sustainability Officer (MP22) ☐ Leisure – Play Areas (MP24) ☐ Waste Management Team (MP17) West Sussex ☐ County Planning Officer (CP01) ☐ County Rights of Way Officer (CP11) ☐ Drainage Strategy Team (CP14) ☐ Gypsy and Caravan Liaison Officer (CP17) ☐ Highways (CP05) ☐ Social Services (CP13) ☐ Minerals and Waste (CP16) ☐ West Sussex Fire & Rescue Service (DP89) ☐ WSCC Fire Brigade – Battery Energy Storage Sites (DP115) Environmental ☐ Ecology – Essex County Council (DP114) ☐ Heritage Environment – Essex CC (DP113) ☐ Landscape – Essex County Council (DP112) ☐ High Weald Forum (DP44) ☐ Natural England (DP25) ☐ NatureSpace Partnership – Newts (DP121) ☐ Ramblers Association (DP61) ☐ Sussex Badger Society (DP62) ☐ Sussex Bat Group (DP63) ☐ Sussex Wildlife Trust (DP58) ☐ The Open Spaces Society (DP66) ☐ The Woodland Trust(DP65) ☐ The Gardens Trust (DP103) ☐ SoS (Reg 19 EIA Regs 2017) (DP108)	Historic Buildings ☐ English Heritage (DP16) ☐ National Amenity Societies (DP100) ☐ Royal Commission on Historic Monuments (DP21) Other ☐ Active Travel England (DP120) ☐ Aerodrome Safeguarding Shoreham (DP50) ☐ Brighton & Hove CC (DP30) ☐ Crawley BC (DP31) ☐ EDF Energy (DP40) ☐ Environment Agency (DP10) ☐ Gatwick Airport Safeguarding (DP28) ☐ Gypsy and Traveller Forum (DP101) ☐ National Highways (DP06) ☐ Health and Safety Executive (DP106) ☐ Horsham DC (DP32) ☐ HSE – Hazardous Substances (DP24) ☐ HSE – NSIP & DNS Apps (DP106) ☐ Judy Pointing – Community Dev. Manager (DP102) ☐ Lewes DC (DP33) ☐ ADAS Planning – Agricultural Consultant (DP116) ☐ Ministry of Defence (DP90) ☐ National Air Traffic Services (DP49) ☐ Network Rail & Tunnel Locations (DP27) ☐ Planning Gateway One – 7 storeys+ (DP122) ☐ South East Water (DP64) ☐ Southern Gas Networks (DP41) ☐ Southern Water Services (DP07) ☐ Sport England (DP60) ☐ Sports Council (DP42) ☐ Sussex Police – Designing Out Crime (DP38) ☐ Sussex Police – Joint Commercial Planning Manager (DP123) ☐ Tandridge DC (DP34) ☐ Thames Water Utilities Ltd (DP09) ☐ South Downs National Park (DP37) ☐ NHS Sussex - Simon Clavell-Bate (DP53) ☐ Wealden DC (DP35) Additional <table><tr><td></td><td></td></tr></table>		

Constraints:

Common Land / Trees subject to a planning condition / Great Crested Newt - Impact Risk Zone / Built Up Areas / Radar Safeguarding (NATS) / Radar Safeguarding (NATS) / Aerodrome Safeguarding (CAA) / Aerodrome Safeguarding (CAA) / Aerodrome Safeguarding (CAA) / Aerodrome Safeguarding (CAA) / Aerodrome Safeguarding (CAA) / Tree Preservation Order / In Built up Area / Unallocated /

Planning History:

Application No	Proposal	Status	Decision Date	Officer
03/00625/TREE	Remove lowest branch on SE side of Scots Pine.	PER	14.04.2003	
WP/115/90	TO FELL TWO GREY POPLARS.	UPER	26.10.1990	
WP/103/93	REMOVE ONE LIMB AND THIN CROWN BY 25% OF A BEECH WITHIN GROUP G4.	SPLIT	03.09.1993	
WP/148/98	REDUCE TWO LEGGY BRANCHES (WHICH PROTRUDE BEYOND MAIN CANOPY SHAPE) BY APPROXIMATELY 3M. LIGHTLY TRIM OTHER BRANCHES BY APPROXIMATELY 1M. ALL THIS WORK ON SOUTH EASTERN SIDE OF CANOPY.	PER	09.11.1998	
DM/20/1820	G4 Holly x 4 - Reduce crown by up to 2m to bring back in line with boundary hedge. T1 Oak - Remove lowest branch. T2 Pine - Remove lowest branch. T3 Poplar- remove lowest branch growing towards house. T4 Beech- Remove lowest branch growing towards house. (Address amended 29.06.2020)	PER	24.07.2020	
DM/20/4711	T1 Beech - Fell to ground level	WDN	29.01.2021	
DM/25/2247	Scots Pine - sectional felling.	REC		
WP/189/78	Residential Development of 29 houses and garages.	PER	22.05.1979	
WP/047/80	Discharge (Change) of Condition No. 17 of planning application WP/189/78 (WP/189/78 - Residential Development, Spring Gardens, Copthorne).	REF	29.04.1980	
WP/034/80	Amendment to Condition 17 of WP/189/78 to allow use of Knowle Close and Knowle Drive for access by heavy articulated lorries to Spring Gardens.	REF	29.04.1980	

Pre-app:

Application No	Proposal	Status	Closed Date	Officer
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Appeals:

Application No	Proposal	Status	Decision Date	Officer
AP/80/0126	Amendment to Condition 17 of WP/189/78 to allow use of Knowle Close and Knowle Drive for access by heavy articulated lorries	WITHDR	17.07.1980	

to Spring Gardens.

AP/80/0127

Discharge of Condition No. 17 of planning application WP/189/78 (WP/189/78 - Residential Development, Spring Gardens, Copthorne).

WITHDR

17.07.1980

MID SUSSEX DISTRICT COUNCIL

Planning Services Division

New application file - scanning check list

This sheet to be inserted into wallet with new application documents prior to dispatch to Terraquest. Please ensure sheet appears on top.

DM/25/2247

Plans submitted with application

Plan Type	Plan Ref.	Version	Drawing Date
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