

## 1. Householder application for Planning Permission for works or extension to a dwelling

### NATIONAL REQUIREMENTS

Your application must include the following:

- Completed standard application form
- Location Plan (scale of 1:1250 or 1:2500)
- Site Plan/Block plan (scale of 1:100 or 1:200)
- Existing and proposed elevations (scale of 1:50 or 1:100)
- Existing and proposed floor plans (scale of 1:50 or 1:100)
- Existing and proposed site sections and finished floor and site levels (scale of 1:50 or 1:100) if a sloping site or where there is a change in ground levels
- Completed Ownership Certificate/Agricultural Holdings Certificate
- The appropriate fee

**NB** 4 copies of each of the above forms/plans must be submitted (including the original copy) unless the application is submitted electronically.

For more guidance on the content of the plans referred to above please refer to the Explanatory Notes in **Section 2** of this Validation Checklist.

## LOCAL REQUIREMENTS

In addition to the information listed above the following information is likely to be required depending on the scale and nature of the development and where the site is located.

- Archaeological Assessment
- Conservation Area Appraisal/Heritage Statement
- Design and Access Statement, if the site is within a SSSI, Conservation Area or AONB
- Ecological Assessment/Protected Species Survey
- Energy and Sustainability Statement
- Flood Risk Assessment
- Green Belt Volume calculation
- Parking provision
- Photographs
- Planning Statement
- Sunlight/daylight assessment
- Tree Survey/Arboricultural Implications Study

NB 4 copies of each of the above forms/plans must be submitted (including the original copy) unless the application is submitted electronically.

For guidance on whether the above documentation is required for a specific development please refer to the Explanatory Notes in **Section 3** of this Validation Checklist.