

3. Householder Application for Planning Permission for works or extension to a dwelling and Listed Building Consent

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
- Plans to a scale of not less than 1:20 to show all new doors, windows, shop fronts, panelling, fireplaces, plaster moulding and other decorative details
- Completed Ownership Certificate/Agricultural Holdings Certificate
- Design and Access Statement, if the site is within a SSSI, Conservation Area or AONB
- 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
- Ecological Assessment/Protected Species Survey
- Energy and Sustainability Statement
- Flood Risk Assessment
- Green Belt Volume calculation
- Heritage Statement
- Parking provision
- Photographs
- Planning Statement
- Structural Survey
- 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.