

Householder Application Validation Checklist

NATIONAL REQUIREMENTS

Forms

- Completed application form (3 copies to be supplied unless the application is submitted electronically)

Plans

- A plan which identifies the land to which the application relates in red drawn to a scale of either 1:1250 or 1:2500 with the direction of North clearly marked. Any other adjoining land under the applicants control or ownership should be outlined in blue (3 copies to be supplied unless the application is submitted electronically)
- Block plan/Proposed Layout plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries
- Existing and Proposed elevations (e.g. at a scale of 1:50 or 1:100)
- Existing and Proposed floor plans (e.g. at a scale of 1:50 or 1:100)
- Existing and Proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100)
- Roof plans (e.g. at a scale of 1:50 or 1:100)

Certificates

- The completed Ownership Certificate (A, B, C or D - as applicable) as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 6 of the Town and Country Planning (General Development Procedure) Order 1995 must be given and/or published in accordance with this Article

Other Information

- The appropriate fee
- Design and Access Statement (only if the site is in a conservation area)

LOCAL REQUIREMENTS

may include some or all of the following:

- Flood Risk Assessment (check if the site falls within flood zones 2 or 3) Visit: www.pipernetworking.co.uk
- Photographs/photomontages
- Parking and Access Arrangements
- Planning Statement
- Tree survey
- Protected Species Survey
- Assessment for the Treatment of Foul Sewage (Drainage Supplement Form Pa3)
- Where work is proposed in close proximity to a boundary, details of eaves and foundations to be shown relative to the boundary to a scale not less than 1:20