

Application for planning permission and Listed Building consent

NATIONAL REQUIREMENTS

- Completed form (2 copies to be supplied unless the application is submitted electronically)
- A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North (2 copies to be supplied unless the application is submitted electronically)
- A copy of other plans and drawings or information necessary to describe the subject of the application (2 copies to be supplied unless the application is submitted electronically) including:
 - Block 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) 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
 - Roof plans (e.g. at a scale of 1:50 or 1:100)
- 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 and by Regulation 6 of the Planning (Listed Building and Conservation Areas) Regulations 1990
- Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- Design and access statement
- The appropriate fee
- 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 and by Regulation 6 of the Planning (Listed Building and Conservation Areas) Regulations 1990 must be given and/or published in accordance with this Article and this Regulation

LOCAL REQUIREMENTS may include some or all of the following:

- Affordable housing statement
- Air quality
- Biodiversity Survey and Report
- Daylight/sunlight assessment
- Environmental Impact Assessment
- Evidence to accompany applications for town centre uses
- Flood risk assessment
- Foul sewerage assessment

- Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)
- Impact assessment
- Land contamination assessment
- Landfill statement
- Lighting assessment
- Noise impact assessment
- Open space assessment
- Other plans (3 copies to be supplied unless the application is submitted electronically. All plans and drawings should include: paper size, key dimensions and scale bar indicating a minimum of 0-10 metres)
- Photographs/photomontages
- Planning obligations/draft Head(s) of Terms
- Planning Statement/Business Case
- Regeneration statement
- Statement of Community Involvement
- Structural Survey
- Sustainability/Climate Change Statement
- Transport assessment
- (Draft) travel plan
- Tree survey/Arboricultural implications
- Utilities statement
- Ventilation/extraction statement
- Site waste management statement (including relevant refuse disposal details)