

Validation Checklist

3. Householder Application for Planning Permission for Works or Extension to a Dwelling and Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

A. NATIONAL REQUIREMENTS and 3 copies of all forms, plans drawings to be supplied unless the application is submitted electronically	Document File Name(s) (if supplying electronically)		
Completed Form			
Site location plan (1:1250 or 1:2500) showing direction of north			
Block plan of the site (1:100 or 1:200) showing any site boundaries			
Existing and proposed elevations (1:50 or 1:100)			
Existing and proposed floor plans (1:50 or 1:100)			
Existing and proposed site sections and finished floor and site levels (1:50 or 1:100)			
Roof plans (1:50 or 1:100)			
Ownership Certificates (A, B, C or D - as applicable)			
Agricultural Holdings Certificate			
Design and Access Statement			
Appropriate fee			
Notice under 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, where Ownership Certificates B, C or D have been completed.			
B. LOCAL REQUIREMENTS	Documents Supplied: YES	Documents Supplied: NO*	Document file name:
Biodiversity survey and report			
Daylight/sunlight assessment			
Parking Provision			
Flood risk assessment			

Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)			
Photographs/photomontages			
Site Waste Management Plan			
Structural Survey			
Tree survey/Arboricultural implications			

* - All relevant documents on the Local Requirements list will be required to be submitted with each application. Where an applicant/agent considers that a document is not relevant to the proposed development, they will be required to submit, under the relevant heading, a statement outlining in detail why that information has not been submitted.