

## **Householder Application for planning permission for works or extension to a dwelling and Conservation Area consent for demolition in a Conservation Area**

### **NATIONAL REQUIREMENTS**

- Completed form (SADC preference for 7 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 (7 copies to be supplied unless the application is submitted electronically), preferably O.S. extract at 1:1200 scale or 1:2500 scale. Two named roads should be shown (larger scale in rural areas).
- A copy of other plans and drawings or information necessary to describe the subject of the application (7 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)
  - 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, if required (see further details on local list)
- 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:**

- Biodiversity Survey and Report (if applicable)
- Daylight/sunlight assessment
- Flood risk assessment (e.g. for applications in Environment Agency Flood Zone relating to basements or rear extensions)
- Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)
- Noise impact assessment (if applicable)
- Other plans (7 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)
- Parking and Access Arrangements Existing and Proposed
- Photographs/photomontages showing the whole building and its setting and/or the particular section of the building affected by the proposals
- Planning Statement
- Structural Survey of the building
- Tree survey/Arboricultural implications (if applicable)
- Street Picture showing adjacent buildings. Plans at a scale of 1:50 or 1:100 showing cross-section through building / site where a change in ground level is proposed. Existing and finished levels should show eaves and foundation details to show how encroachment is to be avoided.
- Details shall be provided to show how building relates to existing site levels and neighbouring development.
- Block plan should show full details of position of neighbouring dwellings including extensions and stating whether they are single or two storey.
- Detailed justification for extensions in Metropolitan Green Belt including volume and floor area calculation. This should not include structures further than 5m from dwelling.
- Details of energy efficiency measures should be provided.