

Application for planning permission and Listed Building consent

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 an O.S. extract at 1:1250 or 1:2500 scale showing two named roads. In rural areas, a larger scale plan may be required
- 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)
 - 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 (including crime prevention measures, energy efficiency measures, and how the development meets national, regional and local policies)
- 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 statement
- 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/street picture
- Planning obligations / completed Section 106 Agreement / unilateral undertaking covering Leisure, highways, Education, Libraries, Youth and Childcare, Affordable Housing etc.
- Planning Statement
- Regeneration statement
- Statement of Community Involvement
- Structural Survey

- Transport assessment
- Green travel plan
- Tree survey/Arboricultural implications
- Utilities statement (sewerage infrastructure, water quality objectives and drainage)
Written confirmation may be required to confirm capacity exists
- Ventilation/extraction statement
- Site waste management statement (including relevant refuse disposal details)
- Detailed justification for development in the Green Belt
- Ecology statement (bat survey)
- Method statement for building materials, storage on site and contractors' parking
- Drawings to show existing and proposed site levels and how it relates to adjoining buildings and neighbouring development

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