

Householder application for planning permission for works or extension to a dwelling

NATIONAL REQUIREMENTS

- Completed form (4 in total to be supplied unless the application is submitted electronically)
- A location plan which identifies the land to which the application relates drawn to an identified scale (1:2500 or 1:1250) and showing the direction of North (4 in total 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 (4 in total to be supplied unless the application is submitted electronically) including:
 - Site plan at a scale of 1:500 or 1:200
 - 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
- Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- Design and Access Statement, if your house is in a Conservation Area, Area of Outstanding Natural Beauty or a World Heritage site (see separate guidance notes)
- 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 must be given and/or published in accordance with this Article

LOCAL REQUIREMENTS - may include some or all of the following. Please also see the general guide on validation which gives more detail on the quality and type of plans to be submitted.

- Biodiversity survey and report
- Daylight/Sunlight assessment

- Flood risk assessment (for applications which fall within Flood Zone 2 or 3 as designated by the Environment Agency)
- Land Contamination assessment
- Noise impact assessment
- Parking and access provision
- Photographs/Photomontages
- Planning Statement
- Site Waste Management Plan
- Tree survey/Arboricultural implications