

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

### **National Requirements**

- Completed form (3 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 (3 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 (3 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.
- 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.
- 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:

- Biodiversity survey and report – where a proposed development may have possible impacts on wildlife and biodiversity,

information should be provided on existing biodiversity interests and possible impacts on them to allow full consideration of those impacts. See Planning Policy Statement 9: Biodiversity and Geological Conservation.

- Flood risk assessment (see PPS25).
- Land Contamination assessment (see PPS23).
- Parking Provision.
- Tree survey/Arboricultural implications.
- Bat Declaration Form plus a survey if required.
- Heritage statement – may be required in cases where the development is close to a listed building.