

DRAFT Planning Application Requirements (PAR) Checklist for:

Application for Planning Permission and Advertisement Consent

Your application **MUST** include the items listed under National Requirements. It must also include those under Local Requirements where relevant. Any missing requirement could delay the validation of your application.

For a more detailed explanation of and guidance on each local requirement, please refer to the PAR descriptions list.

NATIONAL REQUIREMENTS

Details required	Yes
Completed form.	<input type="checkbox"/>
A plan which identifies the land to which the application relates and showing the direction of North, drawn to a scale of 1:1250 or 1:2500 with the application site outlined in red.	<input type="checkbox"/>
Block plan of the site at a scale of 1:200 or 1:500 showing any site boundaries.	<input type="checkbox"/>
Existing and proposed elevations at a scale of 1:50 or 1:100.	<input type="checkbox"/>
Existing and proposed floor plans at a scale of 1:50 or 1:100.	<input type="checkbox"/>
Roof plans at a scale of 1:50 or 1:100.	<input type="checkbox"/>
Advertisement drawing(s) at a scale of 1:50 or 1:100 showing advertisement size, siting, materials and colours to be used, height above ground, extent of projection and details of the method and colour(s) of illumination (where applicable).	<input type="checkbox"/>
The completed Ownership Certificate and Agricultural Land Declaration (A, B, C or D – as applicable) as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995.	<input type="checkbox"/>
Design and Access Statement (see separate explanation).	<input type="checkbox"/>
The appropriate fee (see Fees list).	<input type="checkbox"/>
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.	<input type="checkbox"/>

LOCAL REQUIREMENTS

Details required	Yes	No	If No, please explain why not
Affordable Housing statement (Where additional dwellings are proposed).	<input type="checkbox"/>	<input type="checkbox"/>	
Biodiversity Checklist and Biodiversity survey and report where Biodiversity Checklist identifies the need for one.	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental statement (Where one is deemed necessary through EIA Screening).	<input type="checkbox"/>	<input type="checkbox"/>	

Flood risk assessment (see separate note).			
Heritage Statement (If development is in a conservation area or in the setting of any heritage assets).			
Parking Plan.			
Planning Statement.			
Tree Survey/Arboricultural implications (British Standard 5837:2012).			
CIL Form.			