VALIDATION CHECKLIST CRITERIA

1. HOUSEHOLDER APPLICATION FOR PLANNING PERMISSION FOR WORKS OR EXTENSION TO A DWELLING

NATIONAL REQUIREMENTS
(1 original and 3 copies unless submitted electronically)

Completed application form

YES □

A location plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North. The site should be edged in red and any other adjoining land owned or controlled by the applicant edged in blue. Location plans should be to a scale of either 1:1250 or 1:2500

YES □

A copy of other plans and drawings or information necessary to describe the subject of the application including:

- Block plan of the site showing any site boundaries to a scale of 1:100 or 1:200
  YES □

- Existing and proposed elevations to a scale of either 1:50 or 1:100
  YES □

- Existing and proposed floor plans to a scale of either 1:50 or 1:100
  YES □

- Existing and proposed site sections and finished floor and site levels to a scale of either 1:50 or 1:100 (if floor levels and site levels are to remain unchanged, a drawing is not required providing this is confirmed in writing)
  YES □

- Roof plans to a scale of either 1:50 or 1:100
  YES □

Important: drawings annotated “Not to Scale” or “Do Not Scale” or similar wording will result in the application being invalidated. All drawings must be drawn true to the stated scale(s).

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

YES □

The appropriate fee, see fee sheet

YES □ NO □

Updated June 2013, January 2017, Dec 17
If NO why? _______________________

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

YES ☐

LOCAL REQUIREMENTS
(1 original and 3 copies unless submitted electronically)

Flood risk assessment
YEAS ☐ NO ☐
If NO why? ________________________________

Community Infrastructure Levy (CIL) Form 0 – additional information requirement form – only if additional floorspace is being created
- Additional information requirement form is available on the Planning Portal website
  https://www.planningportal.co.uk/info/200126/applications/70/community_infrastructure_levy/2

YES ☐ NO ☐
If NO why? ________________________________

Neighbourhood Plan
YEAS ☐ NO ☐

Any information required to be submitted by Policy(s) contained within the relevant Neighbourhood Plan