

APPLICATION FOR OUTLINE PLANNING PERMISSION WITH SOME MATTERS RESERVED

National Requirements Checklist

- 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:
- Existing and proposed 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
- 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 Checklist

You may be required to include some or all of the following. You can check with an officer prior to submission, but some requirements may not be identified until the application has been submitted in which case you will be informed as an application progresses:

- Additional plans and statements for major planning applications
- Affordable housing statement
- Air quality report
- Archaeological Evaluation (desk or field based)
- Biodiversity Survey and Report
- Community facilities assessment
- Conservation Area appraisal
- Contextual plans
- Daylight/ sunlight assessment
- Drainage statement
- Employment land assessment
- Environmental Impact Assessment
- Evidence to accompany applications for town centre retail uses in local shopping centres
- Evidence to accompany applications for town centre uses (retail, education, care facilities, leisure, and employment) in edge or out of town locations
- Existing and proposed car parking and access arrangements
- Flood risk assessment
- Foul sewerage assessment
- Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)
- Impact assessment
- Individual convenience shop viability assessment
- Land contamination assessment

- Landscaping plan
- Lighting assessment
- Noise impact assessment
- Open space / sporting / allotment 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)
- Parking and Access Arrangements
- Photographs/photomontages
- Planning obligations/draft agreed Head(s) of Terms
- Planning Statement
- Renewable energy and sustainable construction statement
- Regeneration statement
- Statement of Community Involvement
- Statement for control of noise and/or suppression of dust during operations
- Structural Survey
- Sustainability Checklist (South West)
- Transport assessment
- (Draft) travel plan
- Tree survey/Arboricultural implications
- Utilities statement
- Ventilation/extraction statement
- Site waste management plan (including relevant refuse disposal details) / waste minimisation statement
- Any other plan/s, information or statements as may be reasonably required