

Local Planning Application Requirement Checklist

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

Please indicate on the form below the information you are providing with your application including the document file names if you are providing the documents electronically.

Please provide 4 copies of all relevant material if applying on paper.

Requirement	Provided – please tick/delete as appropriate	Document file name(s) – if supplying electronically
Local Requirements		
All plans and drawings indicating: paper size; key dimensions; scale bar indicating a minimum of 0-10 metres	Required	
Daylight/Sunlight assessment	Required	
Parking provision	Required	
Tree survey/Arboricultural statement	Required	
You will also need to supply the following information if your property falls within one of the following areas		
Flood risk assessment	Yes No	
Noise impact assessment	Yes No	
Air quality assessment	Yes No	
Biodiversity survey and report	Yes No	

Please note that plans and drawings are required in the following scale:

Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing the site boundaries.

Existing and proposed elevations, floor plans, roof plans, site sections and finished floor and site levels should be at a scale of 1:50 or 1:100.