





No	Information Item	Reasons	GENERAL REQUIREMENT	POTENTIALLY REQUIRED FOR SPECIFIC APPLICATION TYPES (BY FORM)																	Notes			
				Householder	Full	Outline with some matters reserved	Outline with all matters reserved	Conservation Area Demolition	Listed Building Consent	Advertisement	Lawful Use Certificate - existing	Lawful Use Certificate - proposed	Agricultural - proposed building	Agricultural - proposed road	Agricultural - proposed excavation	Agricultural - proposed fish tank	Telecomm Notification/Application	Hedge-row	Demolition Notification	Reserved Matters		Variation of Condition	Details reserved by condition	Tree Works
62	Existing and proposed elevations: where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show the relationship between the buildings, and detail the positions of the openings on each property	DCLG recommended guidelines		✓	✓	✓	✓	✓	✓	✓	✓	✓							✓	✓	✓			
63	Existing and proposed elevations to show clearly the proposed works in relation to what is already there. All sides of the proposal must be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Blank elevations must also be included; if only to show that this is in fact the case.	DCLG recommended guidelines		✓	✓	✓	✓		✓	✓	✓	✓							✓	✓	✓			
64	Existing and proposed floor plans at 1:50 or 1:100. Where existing buildings or walls are to be demolished these should be clearly shown. The drawings submitted should show details of the existing building(s) as well as those for the proposed development. New buildings should also be shown in context with adjacent buildings (including property numbers where applicable)	DCLG recommended guidelines		✓	✓	✓	✓		✓	✓	✓	✓							✓	✓	✓			
65	Existing and proposed site sections and finished floor and site levels (1:50 or 1:100)	DCLG recommended guidelines			✓					✓	✓	✓	✓						✓	✓	✓			
66	Roof plans (1:50 or 1:100)	DCLG recommended guidelines								✓	✓	✓							✓	✓	✓			
67	the use or uses proposed for the development and any distinct development zones within the site identified	DCLG recommended guidelines			✓	✓	✓												✓	✓	✓			
68	the amount of development proposed for each use	DCLG recommended guidelines			✓	✓	✓												✓	✓	✓			
69	an indicative layout with separate development zones proposed within the site boundary where appropriate	DCLG recommended guidelines			✓	✓	✓												✓	✓	✓			
70	Scale parameters – an indication of the upper and lower limits for height, width and length of each building within the site boundary	DCLG recommended guidelines			✓	✓	✓												✓	✓	✓			
71	Indicative access points – an area or areas in which the access point or points to the site will be situated	DCLG recommended guidelines			✓	✓	✓												✓	✓	✓			
72	Photographs	DCLG recommended guidelines		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	[See DCLG Guide]
73	Photomontages	DCLG recommended guidelines			✓	✓	✓	✓		✓	✓	✓							✓	✓	✓	✓		[See DCLG Guide]
74	Affordable Housing Statement	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
75	Air Quality Assessment	DCLG recommended guidelines		✓	✓	✓	✓	✓											✓	✓				[See DCLG Guide]
76	Biodiversity survey and report	DCLG recommended guidelines		✓	✓	✓	✓	✓										✓	✓	✓	✓			[See DCLG Guide]
77	Daylight/Sunlight assessment	DCLG recommended guidelines		✓	✓	✓	✓												✓	✓				[See DCLG Guide]
78	Economic statement	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
79	Environmental Statement	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
80	Flood risk assessment	DCLG recommended guidelines		✓	✓	✓	✓												✓	✓				[See DCLG Guide]
81	Foul sewage and utilities assessment	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
82	Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments)	DCLG recommended guidelines			✓	✓	✓	✓	✓										✓	✓				[See DCLG Guide]
83	Land Contamination assessment	DCLG recommended guidelines		✓	✓	✓	✓	✓											✓	✓				[See DCLG Guide]
84	Landfill statement	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
85	Landscaping details	DCLG recommended guidelines			✓	✓	✓				✓	✓	✓	✓		✓	✓		✓	✓				[See DCLG Guide]
86	Lighting assessment	DCLG recommended guidelines			✓	✓	✓		✓										✓	✓				[See DCLG Guide]
87	Noise impact assessment	DCLG recommended guidelines		✓	✓	✓	✓			✓									✓	✓				[See DCLG Guide]
88	Open Space assessment	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
89	Parking Provision	DCLG recommended guidelines		✓	✓	✓	✓												✓	✓				[See DCLG Guide]
90	Planning obligations (Section 106 Agreements) – Draft Head(s) of Terms	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
91	Planning Statement	DCLG recommended guidelines		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					✓	✓	✓	✓		[See DCLG Guide]
92	Site Waste Management Plan	DCLG recommended guidelines		✓	✓	✓	✓	✓											✓	✓				[See DCLG Guide]
93	Statement of Community Involvement	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]
94	Structural Survey	DCLG recommended guidelines			✓	✓	✓	✓										✓	✓	✓				[See DCLG Guide]
95	Transport assessment	DCLG recommended guidelines			✓	✓	✓												✓	✓				[See DCLG Guide]

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96	Travel Plan	DCLG recommended guidelines			✓	✓	✓											✓	✓				[See DCLG Guide]
97	Tree survey/Arboricultural implications	DCLG recommended guidelines		✓	✓	✓	✓	✓									✓	✓	✓	✓		✓	[See DCLG Guide]
98	Ventilation/Extraction statement	DCLG recommended guidelines			✓	✓	✓												✓	✓			[See DCLG Guide]
99	Planning applications for mast and antenna development by mobile phone network operators should be accompanied by a range of supplementary information including the area of search, details of any consultation undertaken, details of the proposed structure, and technical justification and information about the proposed development	DCLG recommended guidelines																					Further guidance on the information that may be required is set out in the Code of Practice on Mobile Network Development (2002)
100	Planning applications for mast and antenna development should be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP)	DCLG recommended guidelines																					Further guidance on the information that may be required is set out in the Code of Practice on Mobile Network Development (2002)
101	Acoustic Report	DCLG recommended guidelines																					[See DCLG Guide]
102	For Landfill applications, applicants should provide sufficient information to enable the waste planning authority to fulfil its requirements under the Landfill (England and Wales) Regulations 2002	DCLG recommended guidelines			✓	✓	✓																[See DCLG Guide]
103	Town Centre Uses – Evidence to accompany applications	DCLG recommended guidelines			✓	✓	✓																Planning Policy Statement 6: Planning for Town Centres (March 2005)18, sets out the main town centre uses to which the policy applies, in paragraph 1.8. Subject to the policies set out in the document, paragraph 3.4 lists the key considerations for which applicants should present evidence. The level and type of evidence and analysis required to address the key considerations should be proportionate to the scale and nature of the proposal.
104	Bat & Owl Survey				✓	✓	✓	✓	✓				✓	✓	✓	✓							This is particularly relevant to barn conversions
105	Information and evidence of existing use												✓										
106	Evidence of information provided												✓	✓									
107	Tree works applications should include a report by a tree professional (arboriculturist)																					✓	
108	Hedgerow Removal applications should include a plan or plans that clearly identifies the location and length of the hedgerow(s) to be removed																						
109	Hedgerow Removal applications should include evidence of the date of planting																						
110	Advertisement drawing(s) (e.g. 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 [if applicable])																						
111	Appropriate background information about the use of the site along with supporting evidence	DCLG recommended guidelines																					
112	2 copies of completed forms (if submitted in paper format)	current practice																					
113	3 copies of completed forms (if submitted in paper format)	current practice		✓				✓	✓	✓			✓	✓	✓	✓	✓						✓
114	4 copies of completed forms (if submitted in paper format)	current practice			✓	✓	✓																[Full applications previously required 5 copies]
115	2 copies of plans/drawings/reports (if submitted in paper format)	current practice																					
116	3 copies of plans/drawings/reports (if submitted in paper format)	current practice						✓	✓				✓	✓	✓	✓	✓						✓
117	4 copies of plans/drawings/reports (if submitted in paper format)	current practice		✓	✓	✓	✓																[Full applications previously required 5 copies]
118	Additional copies of plans and reports (if required for consultations)	existing guidelines and current practice	✓																				

**Please note:**

This list represents an upper limit for information that may be requested to accompany an application. In practice only a small number of these items will be required for the vast majority of applications.. Many of the items listed here refer to specific pieces of information to be included within plans, reports, forms, etc. rather than items that need to be supplied separately. On some occasions, standard items may not be requested if they are deemed irrelevant to the application in question. This will be at the discretion of the LPA.