



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

## NATIONAL REQUIREMENTS

- 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). **PLEASE NOTE:** [OS Copyright requirements](#)
- 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:
  - 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

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.

## LOCAL REQUIREMENTS

Conditional Documents Required	Document Type	Circumstances when document should be submitted
	<a href="#">Flood risk assessment</a>	Planning applications for development proposals of 1 hectare or greater in Flood Zone 1 and all proposals for new development located in Flood Zone 2 and 3. see link <a href="http://www.environment-agency.gov.uk/aboutus/512398/908812/1351053/571633/?lang=_e">http://www.environment-agency.gov.uk/aboutus/512398/908812/1351053/571633/?lang=_e</a>
	<a href="#">Tree survey/ arboricultural implications</a>	When the development involves the loss of trees, or is proposed adjacent to existing trees