

**APPLICATION CHECK LIST – APPLICATION PLANNING PERMISSION WITH ADVERTISEMENT CONSENT (009)**

Please ensure that you have included the following:

Unless being submitted electronically please include 4 copies of all plans and documents

- Planning Application Form, completed, signed and dated including completed Ownership and Agricultural Holdings Certificates
- The application fee – cheque made payable to Uttlesford District Council
- Location Plan (1:2500) - (Showing the application site outlined in red and the extent of any other land in the ownership of the applicant outlined in blue)
- Block Plan (1:500) - Showing the area of the new work clearly
- Floor Plans as existing and proposed (if applicable)
- Elevations Plans as existing and proposed (if applicable)
- Existing and proposed site sections and finished floor and site levels
- Roof Plans
- Advertisement drawing(s) (scale 1:50 or 1:100– showing advertisement size, siting, materials and colours to be used, height above ground, extent of projection and details of method and colour(s) of illumination (if applicable)
- Design and Access Statement (unless exempt)

**Where applicable (see guidance on supporting documents):**

- |                          |                                |                          |                                     |
|--------------------------|--------------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | Flood Risk Assessment          | <input type="checkbox"/> | Biodiversity Survey and Report      |
| <input type="checkbox"/> | Accessibility Drawing          | <input type="checkbox"/> | Drainage Details                    |
| <input type="checkbox"/> | Ventilation/extraction details | <input type="checkbox"/> | Details of Sustainable Construction |

- |                          |   |                          |   |
|--------------------------|---|--------------------------|---|
| <input type="checkbox"/> | Environmental Impact Statement/<br>Assessment                     | <input type="checkbox"/> | Lighting assessment and details<br>(external) |
| <input type="checkbox"/> | Noise impact and Assessment<br>Sound Insulation Assessment        | <input type="checkbox"/> | Planning Statement                            |
| <input type="checkbox"/> | Heritage Statement  | <input type="checkbox"/> | Transport Assessment                          |
| <input type="checkbox"/> | Tree Survey/Arboricultural<br>Implications                        | <input type="checkbox"/> | Statement of Community<br>Involvement         |
| <input type="checkbox"/> | Structural Survey   | <input type="checkbox"/> | Travel Plan                                   |
| <input type="checkbox"/> | Manufacturers Specifications<br>and Drawings/Photographs          | <input type="checkbox"/> | Photographs/Photomontages                     |
| <input type="checkbox"/> | Daylight/Sunlight assessment                                      | <input type="checkbox"/> | Land contamination assessment                 |
| <input type="checkbox"/> | Retail Impact Assessment  | <input type="checkbox"/> | Regeneration Statement                        |
| <input type="checkbox"/> | Open Space Assessment   | <input type="checkbox"/> | Utilities Statement                           |
| <input type="checkbox"/> | Site Waste Management Plan<br>(including refuse disposal details) | <input type="checkbox"/> | Air Quality Assessment                        |
| <input type="checkbox"/> | Waterway Wall Survey  | <input type="checkbox"/> | Stage One Road Safety Audit                   |