

APPLICATION CHECK LIST – APPLICATION ADVERTISEMENT CONSENT (012)

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) 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 method and colours(s) of illumination (if applicable)

Where applicable (see guidance on supporting documents):

- | | | | |
|--------------------------|--|--------------------------|----------------------------|
| <input type="checkbox"/> | Lighting assessment and details where illuminated advertisement are proposed | <input type="checkbox"/> | Planning Statement |
| <input type="checkbox"/> | Manufactures Specifications and Drawings/Photographs | <input type="checkbox"/> | Photographs/ Photomontages |

