

GUIDANCE CHECKLIST

APPLICATION FOR APPROVAL OF RESERVED MATTERS FOLLOWING AN OUTLINE APPROVAL

NATIONAL REQUIREMENTS

- 1) Completed form or application in writing containing sufficient information to enable the authority to identify the outline planning permission in respect of which it is made.
- 2) Such particulars as are necessary to deal with the matters reserved in the outline planning permission.
- 3) Plans (4 copies required)

Plans and drawings necessary to deal with the matters reserved in the outline planning permission, 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)

(Separate floor plans and elevations as existing may not be required in all cases. The test will be whether the plans as submitted clearly show what is being changed).

Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100) (Required in where there is a change in ground levels or a sloping site).

Roof plans (e.g. at a scale of 1:50 or 1:100) (Required where there are significant extensions to roof forms and new buildings).

- 4) The appropriate fee.