

The appropriate application check sheet must be completed on EVERY application. Please check that you have supplied all the information required. Failure to do so will result in your application being invalidated. For further guidance please refer to our supplementary planning advice on Validation of Planning Applications. www.stroud.gov.uk/docs/planning/how_to_planning.asp

Site Address	
Documents always required	Included ✓
Completed form (5 copies)	
A copy of other plans and drawings necessary to describe the subject of the application (5 copies) including: <ul style="list-style-type: none"> • Block plan of the site • Site location plan • Existing and proposed elevations • Existing and proposed floor plans • Existing and proposed site sections and finished floor and site levels • Roof plans 	
The completed Ownership Certificate	
Agricultural Holdings Certificate	
Design and Access Statement	
Required where applicable	✓ or N/A
Conservation Area Appraisal	
Heritage Statement (historical, archaeological features, marketing exercise)	
Photographs and photomontages	
Structural survey of the building	
Tree Survey/Arboricultural implications	