

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](http://www.stroud.gov.uk/docs/planning/how_to_planning.asp)

Statements and reports may be combined, provided this is indicated on the front cover.

<b>Site Address</b>	
<b>Documents always required</b>	<b>Included ✓</b>
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"> <li>• Block plan of the site</li> <li>• Site location plan</li> <li>• Existing and proposed elevations</li> <li>• Existing and proposed floor plans</li> <li>• Existing and proposed site sections and finished floor and site levels</li> <li>• Roof plans</li> </ul>	
The completed Ownership Certificate	
Agricultural Holdings Certificate	
Design and Access Statement	
The appropriate fee	
<b>Required where applicable</b>	<b>✓ or N/A</b>
Affordable housing statement	
Air quality assessment	
Biodiversity survey and report	
Conservation Area Appraisal	
Daylight/sunlight assessment	
Environmental impact assessment	
Flood Risk Assessment	
Foul sewerage assessment	
Heritage Statement (historical, archaeological features)	
Impact assessment	
Land contamination assessment	
Landfill statement	

Please note that whilst one application form is used, you are applying for TWO separate permissions and as such you should not commence until both consents have been obtained

Lighting assessment	
Noise impact assessment	
Open space assessment	
Photographs and photomontages	
Planning obligations - Draft Agreement	
Planning obligations - Proof of Title	
Planning Statement	
Regeneration Statement	
Statement of Community Involvement	
Structural survey of the building	
Transport Assessment	
Travel plan	
Tree Survey/Arboricultural implications	
Utilities statement	
Ventilation/extraction statement	
Site Waste Management Plan	

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