

Local validation checklist for Pre-application Planning Advice

This checklist has been created in order to clarify what information Stroud District Council requires to be submitted with your request for pre-application planning advice.

Requests for pre-application planning advice should be sent to planning@stroud.gov.uk

The more information that you are able to provide will allow for a more comprehensive response.

Please note: Stroud District Council may request further information not listed below that is reasonably required for the determination of your pre-application planning request.

Local Requirement List	Tick when provided
Completed pre-application planning request form	
Correct fee (where necessary)	
Covering letter/statement outlining the proposal	
Site location plan (at a scale of 1:1000, 1:1250 or 1:2500) Pre-application planning request site outlined in red All other land in the applicant's ownership outlined in blue Should clearly show: <ul style="list-style-type: none"> • Access to the site from a public highway • The names of two immediately adjacent roads for site identification purposes 	
Sketch Block Plan (at a scale of 1:200 or 1:500) (Existing and proposed) Should clearly show: <ul style="list-style-type: none"> • Position of any existing buildings and location of new proposed works • Location of any trees and ponds • Location of neighbouring properties 	
Sketch Elevations (at a scale of 1:100 or 1:50) (Existing and proposed) Should clearly show: <ul style="list-style-type: none"> • The size, scale and appearance of the proposed works • Please indicate suggested materials and finishes 	
Sketch Floor plans (at a scale of 1:100 or 1:50) (Existing and proposed) Should clearly show: <ul style="list-style-type: none"> • Any internal alterations to listed buildings, such as walls to be demolished or new partitions being created 	
Sketch Site sections (at a scale of 1:50 or 1:100 through buildings or 1:200 or 1:500 through land)	
Photographs of the existing site <ul style="list-style-type: none"> • Please annotate as required to demonstrate the extent of your proposals 	