



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

## Prior Notification of Proposed Larger Home Extension Validation Checklist

### NATIONAL REQUIREMENTS

Application form/written description of the proposed development

#### Measurements of enlarged part of dwellinghouse:

**When required:** All applications

**What information is required?**

- Maximum distance beyond the rear wall of the original dwellinghouse
- Maximum height
- Height of eaves

#### Site/Block Plan

**Scale:** 1:500 or 1:200

**When required:** All applications

**What information is required?**

- Up to date map with the proposed development in relation to site boundaries and other existing buildings
- Buildings, roads, footpaths on land adjoining the site including access arrangements and parking provision if changes are proposed
- Species, Position and spread of all trees within 12 metres of any proposed building works
- Extent and type of any hard surfacing
- Boundary treatments including walls or fencing where this is proposed
- Location, number and form of any vehicle or cycle parking
- Location and shape of any vehicle turning area

**Where to look for further information**

Further information is available in the Validation Guidance document or the Planning Portal.

#### Location Plan

**Scale:** 1:1250 or 1:2500

**When required:** All applications

**What information is required?**

- Up to date map edged clearly with a red line, including any land required for visibility splays and access to the site from a public highway. If an existing access is going to be used, the red line needs to only go up to highway land.
- The plan must cover a large enough area to enable the location to be easily found.
- A blue line should be drawn around any other land owned or controlled by the applicant, close to or adjoining the application site.
- North indicator
- If submitted based on OS data, plan needs to contain the relevant licence information as required by copyright law.

**Where to look for further information**

Further information is available on the [GOV.UK guidance](https://www.gov.uk/guidance) webpage or the Planning Portal

List of addresses of any adjoining premises

Developers contact address and email

#### Please note for all Drawings and plans:

- A4 and A3 drawings are preferred, however larger drawings are acceptable
- If a drawing contains different elements of the proposal, they should be clearly grouped under headings.
- All drawings MUST include the following:
  - Scale of the drawing (eg 1:100, 1:200) (Metric)
  - Title to identify the development and subject of the drawing
  - Unique drawing number which also indicates any revision (eg. 123 Rev B)
  - All revisions should be described to identify any changes (eg 01/09 Rev A Layout changed)
  - Annotation against the drawing to indicate all key external dimensions
  - Scale bar
  - Date plan prepared or amended

### LOCAL REQUIREMENTS

No local requirements