

National and Local Planning Application Requirements

Application for Approval of Reserved Matters following outline approval

Check List

| | |
|--|---|
| <input type="checkbox"/> | 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 |
| <input type="checkbox"/> | Such particulars as are necessary to deal with the matters reserved in the outline planning permission |
| Such plans and drawings as are necessary to deal with the matters reserved in the outline planning permission including: | |
| <input type="checkbox"/> | Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries |
| <input type="checkbox"/> | Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100) |
| <input type="checkbox"/> | Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100) |
| <input type="checkbox"/> | Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100) |
| <input type="checkbox"/> | Roof plans (e.g. at a scale of 1:50 or 1:100) |
| <input type="checkbox"/> | Three copies of the application and three copies of the plans and drawings submitted with it (unless the local planning authority indicate that a lesser number is required or the application is submitted electronically) {Charnwood BC require only 2 paper copies in Parishes and 1 paper copy in Loughborough} |
| <input type="checkbox"/> | The appropriate fee |

| | Requirement | Threshold |
|--------------------------|---|--|
| <input type="checkbox"/> | Landscaping details | All applications – Unless approved at outline stage |
| <input type="checkbox"/> | Lighting assessment | Where Proposal includes floodlighting or where excessive illumination is proposed and not include in outline application |
| <input type="checkbox"/> | Tree survey/Arboricultural implications | Where there are trees within the application site, or on land adjacent to it that could influence or be affected by the development (including street trees) and not covered in outline application. |

For clarification

- the block plan shall include both existing and proposed development.
- All plans shall include critical dimensions