

Householder Application for Planning Permission for works or extension to a dwelling – Pack A

NATIONAL REQUIREMENTS

Document	✓
Completed form (1 copy)	
A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North edged clearly with a red line, and showing edged blue any other land owned by the applicant (1 copy).	
A copy of other plans and drawings (to scale) or information necessary to describe the subject of the application (1 copy) including:	
o Block Plan of the site showing any site boundaries	
o Existing and proposed elevations	
o Existing and proposed floor plans	
o Existing and proposed site sections and finished floor and site levels	
o Roof plans	
The completed Ownership Certificate (A,B,C or D – as applicable) and Agricultural Land Declaration	
Heritage Asset Statement.	
The Correct Fee	

LOCAL REQUIREMENTS FOR VALIDATION

Document	Circumstances when document should be submitted	✓
Trees on Site	If Yes on 1 APP FORM - Trees to be shown on plan(s)	

OTHER SITE SPECIFIC REQUIREMENTS THAT MAY NEED ADDITIONAL REPORTS

Document	Circumstances when document should be submitted	✓
Flood Risk Assessment	For applications in Environment Agency Flood Zones and/or Surface water Flood Zone and/or within the Borough of Poole Flood Risk Management Strategy (Jan 2011) relating to basements or ground floor extensions.	
Parking and Access Arrangements	This can be indicated on the Block Plan	

For internal use only		
Registration	Checked by	Date
Checking Officer	Checked by	Date