

Useful Supporting Information – Application for Approval of Details Reserved by Condition

You will need to submit a completed checklist with your application. Please tick the box where items have been included or mark with a cross where they have not been included.

If necessary please refer to detailed guidance notes document VPA1.

There are NO NATIONAL REQUIREMENTS for applications for the approval of details reserved by condition except that they should be made in writing. The use of the application form is optional. The details can be accompanied by the standard form or by a letter clearly identifying the original permission, including reference number.

However, you may submit the following:

Item	TICK or CROSS
<ul style="list-style-type: none"> • Completed form (2 copies to be supplied unless the application is submitted electronically) or accompanying letter. 	
<ul style="list-style-type: none"> • A plan which identifies the land to which the application relates drawn to a scale of 1:2500 and showing the direction of North (2 copies to be supplied unless the application is submitted electronically). 	
<ul style="list-style-type: none"> • A copy of other plans and drawings or information necessary to describe the subject of the application (2 copies to be supplied unless the application is submitted electronically). 	

LOCAL REQUIREMENTS – may include some of the following:

(2 copies to be supplied unless the application is submitted electronically).

Item	TICK or CROSS
<ul style="list-style-type: none"> • Archaeological Report 	
<ul style="list-style-type: none"> • Biodiversity survey and report 	
<ul style="list-style-type: none"> • Flood risk assessment 	
<ul style="list-style-type: none"> • Foul sewage and utilities assessment 	
<ul style="list-style-type: none"> • Heritage Statement 	
<ul style="list-style-type: none"> • Landscaping details 	
<ul style="list-style-type: none"> • Lighting assessment 	
<ul style="list-style-type: none"> • Noise impact assessment 	

• Parking and access arrangements	
• Photographs / Photomontages	
• Planning Statement	
• Refuse Disposal Details	
• Structural Survey / Works Method Statement	
• Tree survey / Arboricultural implications	
• Ventilation / Extraction statement	