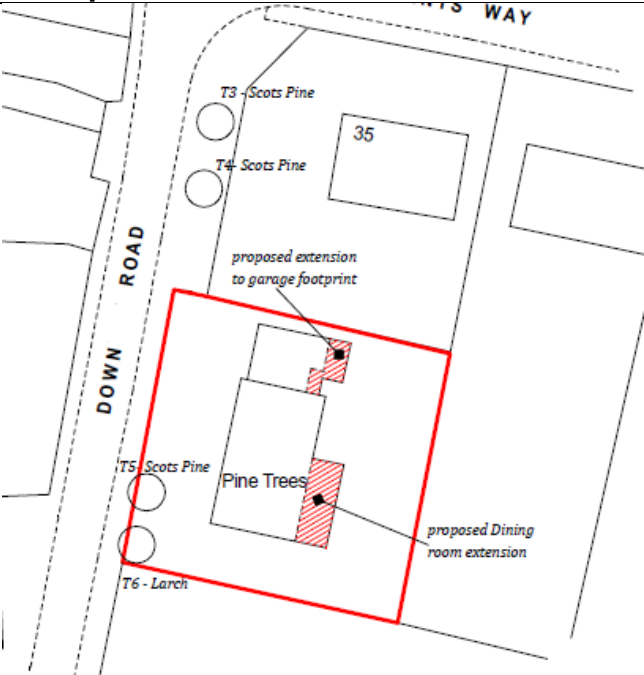



Plans and documents explained

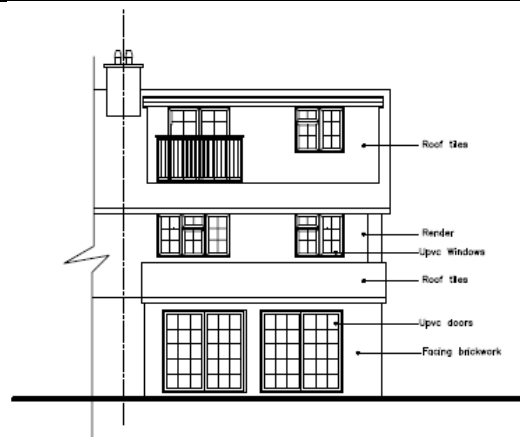
Document type	Description	Example	You must include:
Site/Block plans	The proposed development in relation to the site boundaries and other existing buildings on the site, with written dimensions including those to the boundaries	 <p>The diagram is a site plan at a scale of 1:500. It shows a central building footprint with two red-hatched areas indicating proposed extensions: a 'proposed extension to garage footprint' and a 'proposed Dining room extension'. To the left of the building is a 'DOWN ROAD' and to the right is a 'WAYS WAY'. Several trees are marked with circles and labels: 'T3 - Scots Pine', 'T4 - Scots Pine', 'T5 - Scots Pine', and 'T6 - Larch'. A 'Pine Trees' area is also indicated. A building footprint labeled '35' is shown to the north of the main building. The entire plan is enclosed in a red rectangular boundary.</p> <p style="text-align: center;">Site Plan 1:500</p>	<p>You must include:</p> <p>Must be at a scale of 1:500 or 1:200, please specify and include scale bar.</p> <p>Please include the direction of North.</p> <p>Please show all adjoining buildings, roads, footpaths, public rights of way, location of trees on and adjoining the site, extent and type of hard surfacing and boundary treatment.</p>

<p>Location plan</p>	<p>Plan showing the location of the proposed development in a red outline. Should include all land necessary to carry out work (including access to the nearest road), this is not the same as ownership boundary. Land within your ownership should be outlined on the map in blue.</p>		<p>Must be at a scale of 1:1250 or 1:2500, please specify and include scale bar. Should be scaled to fit onto A4 or A3 paper.</p> <p>Red boundary – land required for development</p> <p>Blue boundary – land within your ownership</p> <p>If submitting for an application for land outside of your boundary, you must serve notice on the landowner (this is covered in the application form).</p>
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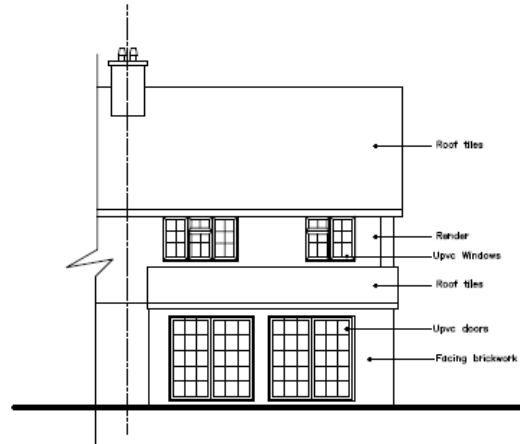
Existing and proposed elevations

Must clearly **show the proposed works** (using colour or hatching) **in relation to the existing**. All sides of the proposal, including blank elevations must be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors.

Where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show the relationship between the buildings, and detail the positions of the openings on each property.



PROPOSED REAR ELEVATION



EXISTING REAR ELEVATION

Must be at a scale of 1:100 or 1:50, please specify and include scale bar.

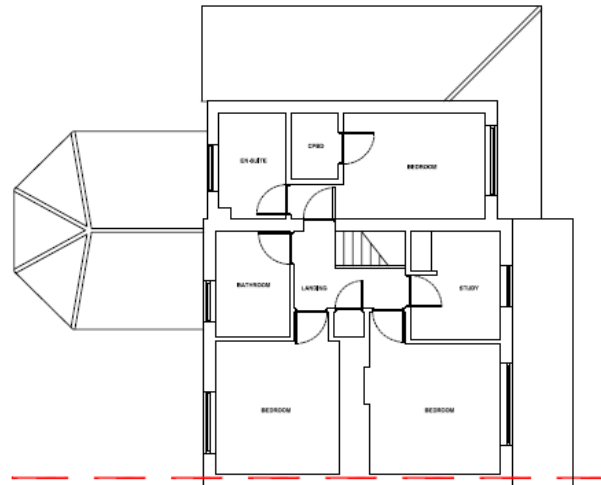
Must show **all elevations** of the building, even if these do not have any proposed change.

Existing and proposed floor plans

This is a **top-down view of the proposed development in comparison to the existing floor plans.**

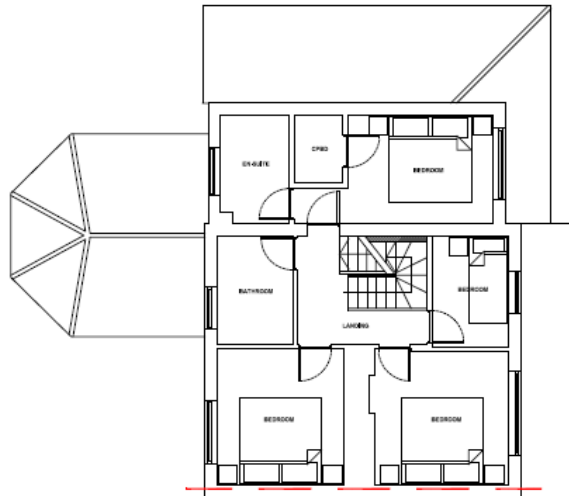
Where existing buildings or walls are to be demolished these should be clearly shown (preferably by a dotted line). The drawings submitted should show details of the existing building(s) as well as those for the proposed development.

New buildings should also be shown in context with adjacent buildings (including property numbers where applicable).



FIRST FLOOR PLAN

EXISTING PLANS



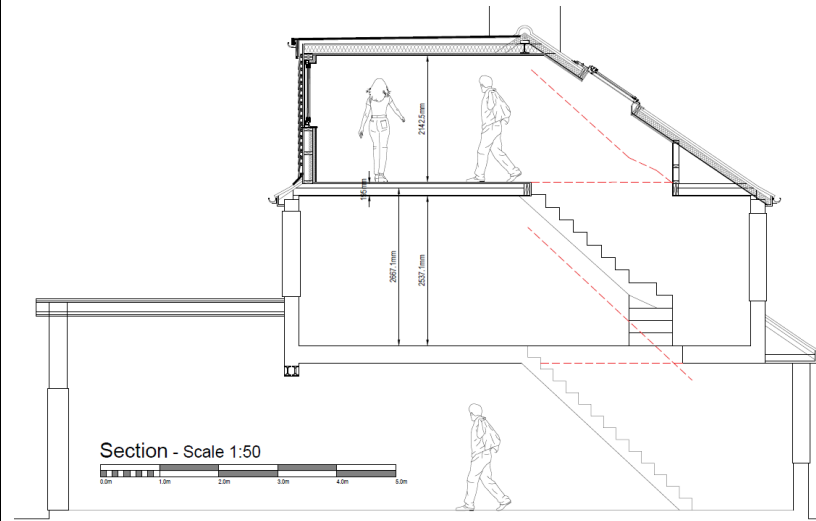
FIRST FLOOR PLAN

PROPOSED PLANS

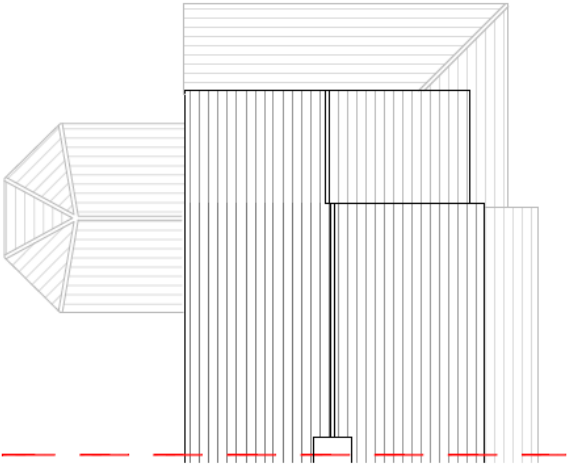
Must be at a scale of 1:100 or 1:50, please specify and include scale bar

Existing and proposed site sections and floor and site levels

These show a **cross section(s) through the proposed building(s) as existing and with proposed changes.** In all cases where a proposal involves a change in ground levels, illustrative drawings should be submitted to show both existing and finished levels to include details of foundations and eaves and how encroachment onto adjoining land is to be avoided.



Must be at a scale of 1:100 or 1:50, please specify and include scale bar

Roof plans	A roof plan is used to show the shape of the roof . Details such as the roofing material and their location are typically specified on the roof plan.	 <p style="text-align: center;">ROOF PLAN</p>	Must be at a scale of 1:100 or 1:50, please specify and include scale bar
Design and Access Statement	Short report explaining the design principles of the proposed development, and how the context has influenced the design.	Comprehensive guidance can be found on Planning Portal here: https://www.planningportal.co.uk/faqs/faq/51/what-is-a-design-and-access-statement	Only required if development falls within a conservation area .
Ecological wildlife checklist	An initial checklist to determine whether wildlife needs further consideration in the proposals.	See ecology wildlife checklist	Must be submitted with application, ecology survey must be done if indicated by the checklist.
Ecological survey	A Preliminary Ecological Appraisal (PEA) is the initial level of survey which will be	Comprehensive guidance can be found on the Chartered Institute of Ecology and Environmental Management here: https://www.cieem.net/data/files/Publications/Guidelines for Preliminary Ecological Appraisal Jan2018 1.pdf	Only required if the ecological checklist has indicated a survey must be done.

	required in most cases. Further surveys may be required.		
Flood risk assessment	An assessment into how existing flood areas will be affected by the proposed development	Comprehensive guidance can be found on the Government's website here: https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications	Only required if development is in Flood Zone 2 or 3 Or Has over 1 hectare in Flood Zone 1