

Application for Conservation Area consent for demolition in a Conservation Area

These notes provide a checklist to determine what information the Council requires to be submitted with your application. If the required information is not included with your application, it will be made invalid and we will not register or process it. In this case, we will advise you about the additional information that is required. Please supply one copy of each document and plan

Part 1 Information Required- National Planning Application Requirements

1	<p>Completed form</p> <p>Including a signed ownership and agricultural holdings certificate (either A, B, C or D)</p>	
3	<p>Location Plan</p> <p>Ordnance survey based, at a scale of 1:1250 or 1:2500.</p> <ul style="list-style-type: none"> • Up-to-date, with north marked, and sufficient to locate the site. • Identifies the land to which the application relates, i.e. a red outline to application site. • Blue outline to other land owned by the applicant. • The plan must cover a large enough area to enable the location to be easily found 	
4	<p>A copy of other plans and drawings or information necessary to describe the subject of the application including:</p> <ul style="list-style-type: none"> • Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries • Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100) 	
5	<p>The correct fee: Planning Portal Fee Calculator</p>	
6	<p>Where Ownership Certificates B, C or D have been completed</p> <p>Evidence of notice as required by Article 13 of the Town and Country Planning (Development Management Procedure) (England) Order 2015</p>	

Part 2 Information Required- Adopted Local Application Requirements

1.	<p>Biodiversity Survey and Report</p> <p>Required if an important wildlife site, habitat, natural feature or species could be affected by the proposal. A Habitats Regulations Assessment is required where an application may be connected to and impact upon a on any European/Internationally designated Site</p>	
2.	<p>Condition Survey</p> <p>Applications for planning permission where partial or total demolition is proposed</p>	
3.	<p>Historic Environment Statement</p> <p>Required for planning applications where heritage assets are affected. Heritage assets include:</p> <ul style="list-style-type: none"> • Designated assets: Scheduled Monuments, Listed Buildings, Buildings in Conservation Areas; 	

	Registered Parks and Gardens; Registered Battlefields. <ul style="list-style-type: none"> • Undesignated assets: unlisted historic buildings and structures; undesignated archaeological sites. • Heritage assets that are identified during the preparation of development proposals e.g. through desk-based assessment or field evaluation 	
4.	Tree Survey/ Arboricultural Assessment <p>Required for:</p> <ul style="list-style-type: none"> • Proposals affecting trees covered by a tree preservation order • Proposals within a Conservation Area, and trees within or adjacent the site are affected by the application • All sites with trees and hedges growing within or bounding them, with a stem diameter greater than 75mm when measured at 1.5m above ground level, where the proposals affect the trees/hedges. 	