



**GREAT YARMOUTH**  
BOROUGH COUNCIL

**Planning and Business Services**

Town Hall, Hall Plain, Great Yarmouth

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## VALIDATION CHECKLIST CRITERIA

### 1. HOUSEHOLDER APPLICATION FOR PLANNING PERMISSION FOR WORKS OR EXTENSION TO A DWELLING

#### NATIONAL REQUIREMENTS

(6 copies unless submitted electronically)

Completed application form YES

A location plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North. The site should be edged in red and any other adjoining land owned or controlled by the applicant edged in blue. Location plans should be to a scale of either 1:1250 or 1:2500 YES

A copy of other plans and drawings or information necessary to describe the subject of the application including:

- Block plan of the site showing any site boundaries to a scale of 1:100 or 1:200 YES
- Existing and proposed elevations to a scale of either 1:50 or 1:100 YES
- Existing and proposed floor plans to a scale of either 1:50 or 1:100 YES
- Existing and proposed site sections and finished floor and site levels to a scale of either 1:50 or 1:100 YES
- Roof plans to a scale of either 1:50 or 1:100 YES

Completed Ownership Certificate (A, B, C or D as applicable) as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 YES

Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 YES

Design and access statement YES  NO

If NO why? \_\_\_\_\_

The appropriate fee, see fee sheet YES  NO

If NO why? \_\_\_\_\_

In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 6 of the Town and Country Planning (General Development Procedure) Order 1995 must be given and/or published in accordance with this Article YES

**LOCAL REQUIREMENTS**  
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Flood risk assessment

YES  NO

If NO why? \_\_\_\_\_

Tree survey / Arboricultural assessment

YES  NO

If NO why? \_\_\_\_\_

**NOTE**

In specific cases the Council may use powers under Regulation 4 of the Town and Country Planning (Applications) Regulations 1988 which allows authorities to request in writing any further information required to enable it to determine an application, even where the above thresholds are not met.