**Read the Householder Local List before completing this checklist**

|  |  |  |
| --- | --- | --- |
| **National Requirements** | **Submitted Y / N** | **Detailed justification for not submitting the Information / Drawing / Plan** **(simply stating “n/a” without providing a written justification will result in the checklist being returned to you and delays in the validation of your application)**  |
| [**Householder Application Form**](https://www.planningportal.co.uk/applications) **including** [**Ownership Certificate**](https://www.gov.uk/guidance/making-an-application#Ownership-Certificate-and-Agricultural-Land-Declaration) |  |  |
| [**Appropriate Fee**](https://1app.planningportal.co.uk/FeeCalculator/Standalone?region=1) |  |  |
| [**Community Infrastructure Levy (CIL) Additional Information**](https://ecab.planningportal.co.uk/uploads/1app/forms/form_1_cil_additional_information.pdf) [**Form 1**](https://ecab.planningportal.co.uk/uploads/1app/forms/form_1_cil_additional_information.pdf) |  |  |
| **Site Location Plan** |  |  |
| **Existing Site Plan** |  |  |
| **Proposed Site Plan** |  |  |
| **Proposed Block Plan** |  |  |
| **Floor Plans (Existing and Proposed)** |  |  |
| **Roof Plans (Existing and Proposed)** |  |  |
| **Elevations (Existing & Proposed)** |  |  |
| **Site Levels and Sections (Existing and Proposed)** |  |  |
| **Window / door Section (Existing and Proposed)** |  |  |
| **Renewable Energy Sections (Existing and Proposed)** |  |  |
| **Design and Access Statement** |  |  |
| **Local Requirements**  | **Submitted Y / N** | **Detailed justification for not submitting the Information / Drawing / Plan**  |
| **“45 Degree” Plans and Statement** Can be included within any Daylight, Sunlight and Overshadowing Assessment |  |  |
| **“25 Degree” Elevation Plan and Statement** Can be included within any Daylight, Sunlight and Overshadowing Assessment |  |  |
| **Daylight, Sunlight and Overshadowing Assessment** |  |  |
| **Basement Impact****Assessment or****Construction Method****Statement for****Basements**  |  |  |
| **Biodiversity Checklist** |  |  |
| **Construction Management Plan (including site waste management plan) (CEMP)**  |  |  |
| **Fire Statement (London Plan)** |  |  |
| **Flood Risk****Assessment Form** |  |  |
| **Heritage Statement** |  |  |
| **Lighting assessment** |  |  |
| **Parking and Access Details (Parking Provision and Management Plan)** |  |  |
| **Time Stamped Photographs**  |  |  |
| **Tree Survey,****Arboricultural****Method Statement****and Arboricultural****Impact****Assessment****(including Tree****Protection Plan)** |  |  |