

Validation Check List

Developer/Non Householder

Application Form – (ensure that Ownership Certificate is completed and the Declaration is signed at the end of the form)

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Notice Served (where applicable) –(If Certificate B of the application form is signed ensure that Article 11 notice is completed – see website for further details)

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Additional Information Form, CIL – (For further Details on CIL please e-mail Cil@bracknell-forest.gov.uk)

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Location Plan - Plans should be at a scale of 1:1250 or 1:2500 and the site to which the application relates should be clearly identified with a RED OUTLINE and any adjoining land within the applicants Ownership/control should be identified with a BLUE OUTLINE. It should also include two named roads and access to the Highway.

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Site/block plan - When extending or altering a building(s) your proposal should be shown on a block plan to a preferred scale of 1:500 to include the existing/proposed site boundaries and site access points i.e.existing/proposed driveways.

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Existing and Proposed elevations and floor plans –

- **Floor Plan** to a recognised metric scale for each floor showing existing and proposed layout. (1:50 or 1:500)
- **Elevation Plan** to a recognised metric scale showing all external elevations of the building(s) existing and proposed, clearly annotating the type and colour of materials to be used for walls, roofs and windows. (1:50 or 1:500)

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Roof Plan – for all new development or changes to existing roof Line

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The Correct Fee – the appropriate fee should be paid as per our Planning fees sheet.

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Design and Access Statement (if appropriate, see BFC web pages for further details)

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SUDs – (Sustainable Drainage Strategy) – (Where appropriate, visit the BFC website for further details or e-mail Suds@bracknell-forest.gov.uk)



For further queries concerning the submission of your application, please e-mail:-
development.control@bracknell-forest.gov.uk