

V12 VALIDATION REQUIREMENTS:

APPLICATIONS FOR PRIOR NOTIFICATION OF PROPOSED DEMOLITION

The following form should be completed with your application to ensure all the required information is submitted. Failure to submit any of the requirements will render your application invalid and it will not be registered.

Where an application is not accompanied by 'Local list' requirements a written justification must be produced by a suitably qualified person(s) giving reasons why it is not appropriate in that particular circumstance. In such cases the Council will consider the justification and where it is agreed, the application will be registered. However, if insufficient justification is provided, the Council will declare the application invalid and provide written reasons for the decision.

The list of local requirements is not exhaustive and the local planning authority can still request further information post-validation. Accordingly, an application can still be declared valid and then refused on the grounds of inadequate information.

Supplementary Guidance is available on the Council website which gives more detail of these requirements.

**TICK or
CROSS**

1. FORMS	
For applications for Prior Notification of Proposed Demolition the Council encourages the use of the appropriate Standard Application Form however a written description of the proposed development is acceptable in accordance with Part 31 of Schedule 2 to the Town and Country Planning (General Permitted Development) Order 1995.	
Correct National Standard Application Form (original and 3 copies unless submitted electronically)	
All signed and dated	
All relevant questions answered correctly	
2. OTHER INFORMATION	
A statement that the applicant has displayed a site notice in accordance with A.2(b)(iii) of Part 31 of Schedule 2 to the Town and Country Planning (General Permitted Development) Order 1995.	
3. FEE	
Appropriate fee. For guidance refer to Circular 04/2008: Planning Related Fees.	
4. LOCAL REQUIREMENTS	
There are no local validation requirements for applications for prior notification of proposed demolition, however applicants are advised to undertake pre-application discussion to establish the information requirements for their application in order to avoid any delays due to insufficient information being submitted.	

Notes/Explanation: (Please add any further comments to support the above submissions)