

Statutory pre-application advice enquiry form

Please complete this form with as much information as possible.

If you require any further information regarding the statutory pre-application service or how to complete this form, please contact your local planning authority on: *(insert contact details)*

Applicant Name, Address and Contact

Name:

Address:

Postcode:

Telephone number:

Mobile number:

E-mail address:

Agent Name, Address and Contact

Name:

Address:

Postcode:

Telephone number:

Mobile number:

E-mail address:

Description of the Proposal

Total number of new units:
(if applicable)

Increase in floorspace (m²):

Site Address (if different to applicant address)

Address:

Postcode:

Location Plan

Please check the box below to confirm you have submitted a plan which identifies the land to which this application relates, drawn to an identified scale and showing the direction of North.

I have attached a location plan that meets the requirements outlined above:

Additional Information

To help ensure your local planning authority can provide the best possible response to your pre-application enquiry, you are encouraged to submit as much additional information as possible to accompany this form. Please list any additional information you are submitting below (*continue on a separate sheet if necessary*):

Fee:

I confirm that the correct fee has been included with this enquiry form:

If you are unsure of the correct fee you are required to submit, please see the fee schedule which can be found on the local planning authority's website.

Signed (applicant):
or
Signed (agent):

Date (DD/MM/YYYY):