

Request for Pre-application advice

Address of site:

Applicant Name and address:

Telephone:

Email:

Agent Name and Address:

Telephone:

Email:

Proposal description: (Please state number of dwellings/storeys, etc.)

Please state the site area (and in the case of commercial development, the floor area):

Site Area:

Floor Area:

Attached information

Please return your completed form and any enclosures. Please tick which you have enclosed

ESSENTIAL

- Site location plan 1:1250 or 1:2500**

The plan must show at least 2 main roads and all surrounding buildings or land. It must include a North point with a scale bar. The application site (the whole planning site) should be accurately outlined in red and any other land owned by the applicant in the vicinity outlined in blue.

- Proposed drawings with a scale bar or metric measurements included. This includes sketch elevations at suitable scales.**

<i>Floor plans</i>	<i>1:100 or 1:50</i>
<i>Elevations</i>	<i>1:100 or 1:50</i>
<i>Block plan</i>	<i>1:500</i>
<i>Architectural detailing</i>	<i>1:10 or 1:5</i>

- Written details of your proposals**
- Draft outline of Design and Access Statement**

OPTIONAL

- Photographs of the property or land
- A schedule of current uses of the property or land
- Transport assessment
- Site survey
- Flood risk assessment
- Environmental impact assessment
- Draft Green Travel plan

Before we can process your application, full payment must be made. If submitting by post, please send completed form to:

Planning Services, Sand Martin House, Bittern Way, Fletton Quays, Peterborough PE2 8TY

If you have any queries, please get in touch with us and we will be happy to help.

Please tick:

- Cheque enclosed**
- Payment to be made online**

Signature:

Date: