



Application for prior notification of proposed agricultural development – proposed building

These notes provide a checklist to determine what information the Council requires to be submitted with your application. If the information that is required is not included with your application, then it will be made invalid and we will not register or process it. In this case, we will try and speak directly to you stating what additional information is required and how this can be supplied.

Please supply one copy of each document and plan. Application forms can be obtained from the Council offices or website www.cotswold.gov.uk. Alternatively online applications can be made via the Planning Portal: www.planningportal.gov.uk

If you are unsure about what needs to be supplied with your application please contact Customer Services (01285 623 000).

Once you have completed this checklist please send it or a copy to us with your application.

Information required	Tick when provided
Completed Application Form Including a signed declaration form.	
Correct Fee where necessary: <ul style="list-style-type: none">• CDC web-site Planning Fees page• Planning Portal Fee Calculator	
Required Plans. (All plans should indicate: key dimensions and a scale bar. Imperial scales are <u>not</u> acceptable) For further information, e.g. on electronic submission and submitting plans – Making a planning application	
Location Plan: Ordnance survey based, at a scale of 1:1250 or 1:2500. <ul style="list-style-type: none">• Up-to-date, with north marked, and sufficient to locate the site.• Red outline to application site, including any required visibility splays and access to the site from the public highway• Blue outline to other land owned by the applicant.• The plan must cover a large enough area to enable the location to be easily found.	
Plan showing the size of the holding on which the development is proposed This should include information on the total size of the holding and the size of the parcel of land where the development will take place.	
Elevations (only necessary for a proposed building or structure)	
Floor plans (at a scale of 1:50 or 1:100) (only necessary for a proposed building or structure) This should show the proposed internal layout of the building and its proposed use.	
Additional information that may be asked for	Tick when provided
Biodiversity Survey and Report	



Required if a statutory wildlife site or legally protected species could be affected. Advice is available from the Council website: When is an assessment required? and What information is needed?	
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Please Note: Cotswold District Council reserves the right to request further information, not listed above, that is reasonably required for the determination of your application.