



## **Application for prior notification of proposed agricultural development – proposed excavation of waste material from the farm**

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](http://www.cotswold.gov.uk). Alternatively online applications can be made via the Planning Portal: [www.planningportal.gov.uk](http://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.**

<b>Information required</b>	<b>Tick when provided</b>
<b>Completed Application Form</b> Including a signed declaration form.	
<b>Correct Fee</b> where necessary: <ul style="list-style-type: none"> <li>• <a href="#">CDC web-site Planning Fees page</a></li> <li>• <a href="#">Planning Portal Fee Calculator</a></li> </ul>	
<b>Required Plans. (All plans should indicate: key dimensions and a scale bar. Imperial scales are <u>not</u> acceptable)</b> For further information, e.g. on electronic submission and submitting plans – <a href="#">Making a planning application</a>	
<b>Location Plan:</b> Ordnance survey based, at a scale of 1:1250 or 1:2500. <ul style="list-style-type: none"> <li>• Up-to-date, with north marked, and sufficient to locate the site.</li> <li>• <b>Red</b> outline to application site</li> <li>• <b>Blue</b> outline to other land owned by the applicant.</li> <li>• The plan must cover a large enough area to enable the location to be easily found.</li> </ul>	
<b>Planning statement</b> <ul style="list-style-type: none"> <li>• Setting out the proposed works and landscaping</li> </ul>	
<b>Additional information that may be required</b>	<b>Tick when provided</b>
<b>Biodiversity Survey and Report</b> Required if a statutory wildlife site or legally protected species could be affected. Advice is available from the Council website: <a href="#">When is an assessment required?</a> and <a href="#">What information is needed?</a>	

**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.**