



Validation Criteria for application the Approval of Details reserved by Condition - Type 27

If you are making a planning application for the Approval of Details reserved by Condition of an existing Planning Permission or Consent, the following plans or information should be provided. Once you have completed this checklist, please send it or a copy to us, with your application.

- The following information must be submitted. If you think some information requested is not relevant to your application, please explain why not.
- **Failure to provide the information requested may invalidate your application and it will be returned to you as incomplete.**
- **One original plus One copy** of each document & plan is required unless the application is submitted electronically. However we reserve the right to ask for extra electronic or paper copies of plans or information we think is necessary to assess and publicise your application properly.

Requirement	Tick if provided		If 'No' explain why not
	Yes	No	
Completed Application Form (signed and dated)			
Plans - All plans and drawings to indicate: paper size; key dimensions; scale bar indicating a minimum of 0 - 10 Metres			
Location Plan (at a scale of 1:2500 or 1:1250 as may be necessary to fulfil the criterion below). This should show the application site outlined in red, including access to the highway. Any other adjoining land owned or controlled by the applicant should be outlined in blue. Where possible plans should show at least two named roads and surrounding buildings. The properties shown should be numbered or named to ensure the exact location of the application site is clear.			
Plans, drawings or details should be provided as are necessary to deal with any Conditions to be discharged as set out in the original Planning Permission.			
The appropriate fee			

This Validation Checklist is a Direction made under section 62 of the Town and Country Planning Act 1990 and Regulation 4 of the Application Regulations 1988. Failure to submit the information required by the Direction may result in the application being treated as invalid under article 5(4) of the Town and Country Planning (General Development Procedure) Order 1995.

Should you require further guidance, please contact: Planning Services, Elmfield, New Yatt Road, Witney, Oxon, OX28 1PB.
 Tel: 01993 861420 Fax: 01993861451 Web: www.westoxon.gov.uk email: planning@westoxon.gov.uk