

## Application for removal or variation of a condition following grant of Planning Permission Validation Checklist

### National Requirements - Other Documents

#### Application Form

**When required**

All applications

**What information is required?**

Further guidance is available to download [Removal or variation of condition following grant of planning](#)

#### Ownership Certificate

**When required**

All applications

**What information is required?**

Completed Certificate stating the ownership of the application site

**Where to look for further assistance**

The Certificate is part of the planning application form and details on how to complete it are included in the [application forms and guidance](#) notes available on the Council's web site.

**What information is required?**

Where a third party own all or part of the application site, Notice of the application must be given to them

**Where to look for further assistance**

You can download a copy of the [notice under article 6](#) on the Council's website

#### Fee

**When required**

Planning applications incur a fee

**What information is required?**

The correct fee

**Where to look for further assistance**

Full details can be found on the [Council's web site](#) or in Government Circular 04/2008

### Local Requirements – Plans – *the plans must include a scale bar*

#### Location Plan

**Scale** 1:2500 or 1:1250

**When required** All applications

**What information is required?**

- Up to date map with site edged clearly with a red line, including any required visibility splays and access to the site from the public highway
- The direction of north should be shown.
- The plan must cover a large enough area to enable the location to be easily found.

**Planning Policy and Where to look for further assistance**

Government Guidance on Information Requirements and Validation - paragraphs 94 & 95 - found at: [Communities and government validation guidance](#)

**Planning Statement explaining reasons for seeking variation or removal of condition(s)**

**When required**

All applications

**What information is required?**

Details of the reasons why the applicant seeks to vary or remove the condition(s), including any proposals for any alternative condition(s) as replacement(s)

**Planning Policy and Where to look for further assistance**

Government Guidance on Information Requirements

and Validation - paragraph 7 - found at:

[Communities and government validation guidance](#)