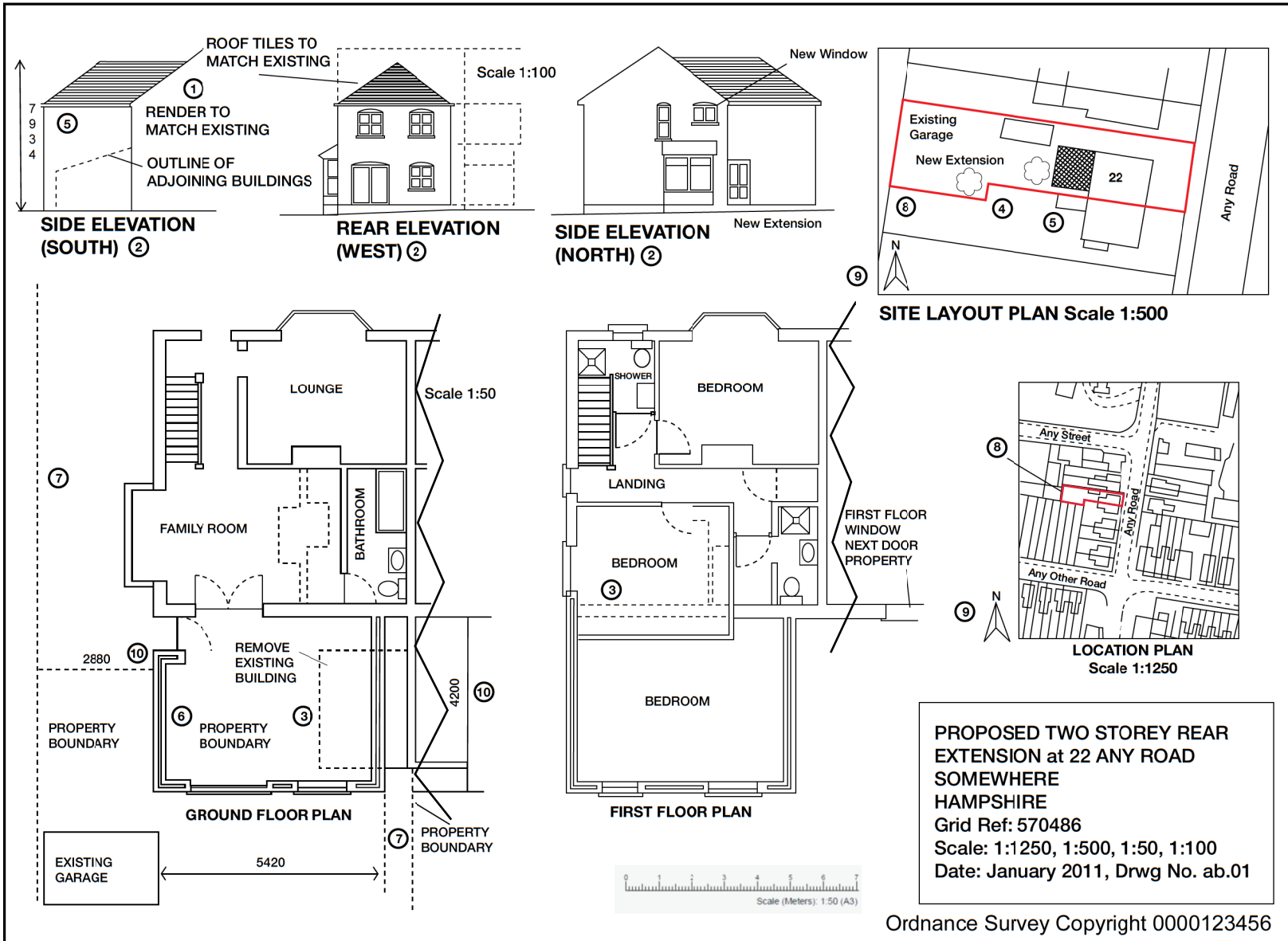


# EXAMPLE PLANS

The drawing shows the plans required for a typical two-storey rear extension. Note that the plan has been photographically reduced and does not show all points, for example existing drawings or the front elevation. The Authority will notify you of any amendments or additional drawings required for your application. The notes describe some of the important points.



1. Mark up the drawings to show what building materials are proposed.
2. Include all complete elevations of the building, both existing and proposed.
3. Include all complete floor plans of the building, both existing and proposed.
4. Trees to be retained or felled should be shown.
5. Make sure the position of adjacent properties is up to date and accurate.
6. Highlight new work, using colour or hatching.
7. Show property boundaries.
8. Outline your site in red.
9. Show the north point on the plan.
10. Each plan must be drawn to a metric scale which should be stated. Include scale bars/key dimensions. Any dimensions should be included on the plans in metres.
11. Show 2 named roads or a junction/house names or numbers.
12. Valid, up-to-date Ordnance Survey Copyright Licence number.
13. State the grid reference (rural areas only).
14. Include drawing/revision numbers.

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