

Pre Application Advice

Minor

Please complete form in full. The more information you provide, the easier it will be for us to give advice.

Your Details		Agent Details	
Name:		Name:	
Address:		Address	
Postcode:		Postcode:	
Contact Details:		Contact Details:	

Site Address:	
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Description of Proposal:	
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Signed

Date

Initial Fee

Cheque/Call to arrange payment

This form relates to planning only, building regulations advice can be obtained from our Building Control Team on 01732 227000 or email

building.control@sevenoaks.gov.uk

About the site

1. Site Area:

2. Site Use:

Existing	
Proposed	

3. About the proposed works

What is the size of the proposal?

Please state

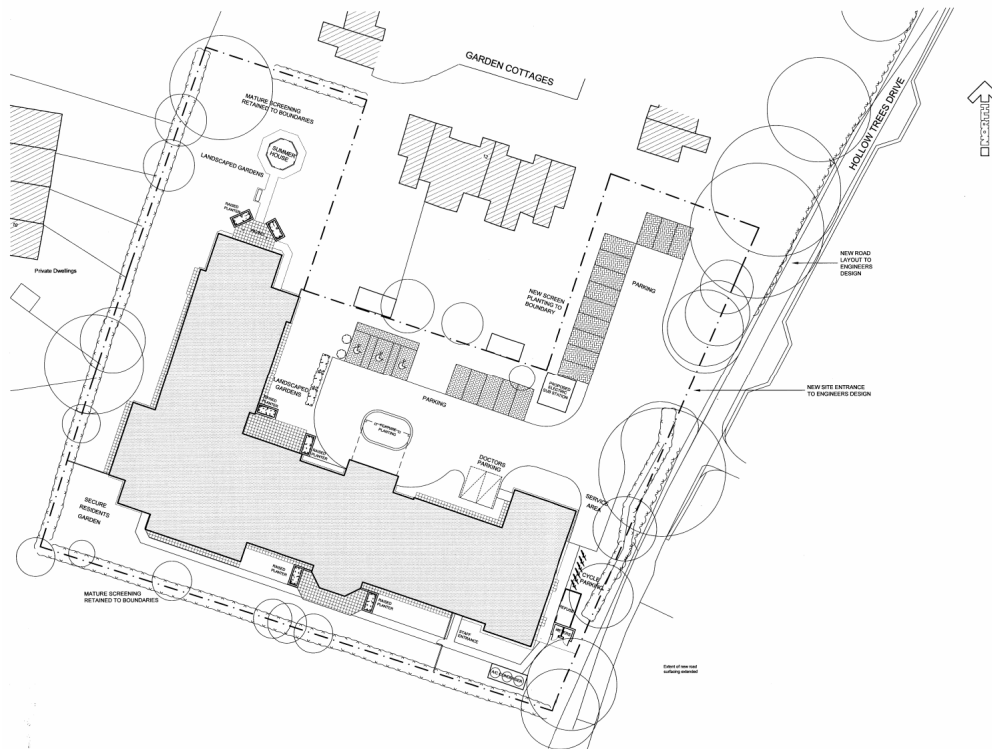
Area (sq m)

Height

Any other relevant measurement?

Sketch Plan Example

A sketch plan of the proposed development will be extremely helpful as shown below.



- Accurately show the relationship of the proposal in relation to immediately surrounding buildings
- Show levels across the site
- Position the new access (if one proposed), and/or existing access
- Position of car parking areas
- Position any trees that may, or may not be affected
- Any drains or sewers you are aware of on the site.
- Any areas where refuse would be stored

With this form please attach your sketch plan as well as any photographs that could help us.