

Central Bedfordshire Council Requirements for: Pre Application Advice

The following **must** be supplied in order to validate your request for Pre-application advice. Failure to provide this information will result in your request being made invalid and will delay Pre-application process.

- **Full address of the site**
 - **Full description of the proposed works**
 - **Site Location Plan:** based on an up-to-date map at a scale of 1:1250 or 1:2500, and must show all of the following:
 - the whole site clearly outlined in red (which must be named or numbered)
 - the surrounding properties
 - at least 2 named roads
 - the direction of North
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The following may be required to answer your request for Pre-application advice. In order to prevent potential delays in answering your query please provide the following information where you believe it to be beneficial in answering the query.

- **Photographs of the site**
 - **Indicative site plan** showing the following:
 - the location of any new development within the site boundary
 - any new parking/ access arrangements
 - the loss of any buildings/ trees on the site
 - **Existing and proposed floor plans** showing any new / altered buildings on the site
 - **Existing and proposed elevations** showing any new / altered buildings on the site
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