



## Householder Guidance Notes

We would prefer you to submit your application online, please visit  
**[planningportal.co.uk](http://planningportal.co.uk)** or **[iapply.co.uk](http://iapply.co.uk)**   
you can benefit from reduced printing and postage costs.

### Please submit two copies of the following:

- **the householder application form** - please ensure that you complete **EITHER** certificate A, B, C or D at question 11 of the application form
- **an up to date Location Plan at a scale of 1:1250** - they must be originals purchased from a company with an ordnance survey licence (not photocopies). Please outline your domestic curtilage (boundary or plot) in red and any other site you own (eg a paddock or another property on the plan) in blue.
- **an existing site plan 1:500 or block plan 1:200** - to show how the site is laid out at present (please remember to label all of the buildings)
- **a proposed site plan 1:500 or block plan 1:200** - to show how the site would be laid out if the proposal were to be approved
- **an existing floor plans scale 1:100 or 1:50** - to show the present internal layout
- **a proposed floor plans scale 1:100 or 1:50** - to show the proposed internal layout
- **an existing elevation plans scale 1:100 or 1:50** - to show the existing north, south, east and west sides of the building
- **a proposed elevation plans scale 1:100 or 1:50** - to show the proposed north, south, east and west sides of the building

### Please submit the planning fee of £206

#### Hambleton District Council

Development Management Service, Civic Centre, Stone Cross, Northallerton DL6 2UU  
01609 779977 [planning@hambleton.gov.uk](mailto:planning@hambleton.gov.uk) [hambleton.gov.uk](http://hambleton.gov.uk)

This information is available in alternative formats and languages