

## Wychavon District Council – Planning Services

# **LISTED BUILDING/CONSERVATION AREA PRE – APPLICATION ADVICE REQUEST FORM**

*We will hold, process and store your information in accordance with Data Protection Law. For more information please see our privacy notices on our website.*

Please complete each section of this form as this will help the planning officer make a comprehensive response to your enquiry

- **Are you proposing to carry out internal or repair works to the property that doesn't require separate planning permission?      Yes or No**
- **If YES, carry on and complete this form together with the necessary information and no fee is required.**
- **If NO, and you are proposing additional works to the property that requires planning permission, please refer to planning pre-application advice under Advice and Guidance and a payment of £46.20 will be required.  
<http://www.wychavon.gov.uk/business-planning-advice>**

**Your contact details: including a telephone number & email address**

**Address of property or site which your query relates (if different from above) - please include post code if known**

**A detailed description of your proposed development**

**A location plan to scale 1:1250,  
or 1:2500 with the site clearly outlined  
in red (this must include the access or  
any proposed access)**

**Site area of the site**

**Please attach any photographs  
that will support your application**

**Sketch/outline drawings of  
what you propose, indicating  
general layout of the site, size  
and scale of the proposal and  
floor plans and elevations where  
appropriate. (1:50 or 1:100)**

**Any other details you feel would  
help us to provide a comprehensive  
response**

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Please send your completed form and fee to either email: [planning@wychavon.gov.uk](mailto:planning@wychavon.gov.uk) or by post to Heritage Section, Planning Services, Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, Worcs WR10 1PT.

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