



18. APPLICATIONS FOR APPROVAL OF DETAILS RESERVED BY CONDITION

Applications for approval of details reserved by condition should be submitted in accordance with the requirements in this checklist. If not, the application may be declared invalid and not determined or processing may be delayed.

You should submit your application electronically via our website

<https://www.westminster.gov.uk/application-forms>. If you submit the application in paper form, we will require 1 copy of the application form, each of the drawings, plans and documentation. Please refer to our naming conventions (<https://www.westminster.gov.uk/submitting-your-planning-application>) and combine related plans/documents (e.g. existing plans and proposed plans) to reduce the number of separate files where possible. If samples of materials are submitted, only one sample of each of the materials will be required.

National List of Requirements

Requirements	Status
There are no national requirements for the submission of an application for approval of details	

Local List of Requirements

Requirements	Status
A. Completed application form	Required
B. Plans and Drawings including <ul style="list-style-type: none"> Plan identifying the land to which the application relates at a scale of 1:1250 or 1:2500 and showing the direction of north Other plans and drawings necessary to describe the subject of the application, including scale bar on all drawings to allow for electronic measurements to be made 	Required
C. Photographs/Photomontages	May be required.
D. Specific details/drawings/sample of materials etc as outlined within the relevant condition	Required