Planning and Regeneration
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Application for Prior Notification of proposed demolition

VALIDATION CHECKLIST

This type of application should be submitted in accordance with the requirements shown in this checklist. If not, the application may be declared invalid and not determined or processing may be delayed.

We encourage the use of the Planning Portal as it's quicker and easier and involves no printing by you, no postage costs, 24 hours a day service for submitting applications, the ability to create an electronic location plan, add any attachments to your submission and it calculates your fee.

Apply online now using the Planning Portal

If you prefer to submit your application in paper form you can print paper versions here. Please note, we only require 2 copies of the forms, plans and accompanying documents rather than 3 copies stated on the Planning Portal.

NOTE – If you are submitting a major application via the Planning Portal or on CD could you please also send 1 full set of the plans to us and any supporting statements clearly marking them to say that you have submitted your application via the portal – this will avoid any duplication

National Application Requirements – Mandatory Information

Application Form • Prior notification for demolition form	☐
Application Fee You must provide the appropriate fee for the proposed development when the application is submitted, failure to submit the correct fee will result in the application being declared as invalid Details of current fees for all application types can be found at www.birmingham.gov.uk/planningfees	☐
Location Plan • At a typical scale of 1:1250 or 1:2500 (Scale must be annotated on the plan) • Site must be outlined in red (A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site) • Show the direction of North	☐
A statement • That a notice has been posted on site advising of the proposed demolition	☐
Method of Demolition • Details of the method of demolition and site restoration details will need to be provided	

Monitoring

Equalities Monitoring Form • It would help us if you could complete our Equalities Monitoring form so we can check there is a fair planning process for all. Monitoring is essential if we are to address the needs of all sections of the community. It will help us fulfil the Government's aim to build sustainable and inclusive communities and to reduce social exclusion.	☐