



21. APPLICATIONS FOR PRIOR NOTIFICATION OF PROPOSED DEMOLITION	
<p>Applications for prior notification of proposed demolition should be submitted in accordance with the requirements in this checklist. 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.</p>	
National List of Requirements	
Requirements	Status
1. Completed application form or written description of the proposal	Required
2. Statement that a site notice has been displayed	Required
3. The appropriate fee.	Required
4. Written request to the LPA as to whether the building has been nominated as an Asset of Community Value; including the address of the building, the developer's contact details and the developer's email address if the developer is content to receive communications electronically	Required
5. Written justification for the demolition	Required where demolition is urgently necessary in the interests of safety or health.
Local List of Requirements	
Requirements	Status
A. Biodiversity survey and report	May be required if proposal is likely to have an impact on wildlife and biodiversity.
B. Photographs/ Photomontages	Photographs may be required in support of demolition of an existing building.
C. Structural Survey /Structural Methodology Statement(with appropriate self-certification by suitably qualified engineer) including SuDS statement	May be required.
D. Tree survey/ Tree constraints plan/Arboricultural implications assessment	Required if proposal is likely to affect trees within the application site or on land adjacent to the site (including street trees). Details must accord with the recommendations in the current British Standard 5837 Trees in relation to design, demolition and construction. Tree protection details may also be required.