**Wychavon and Malvern Hills District Council’s**

**Planning Services**

“Do I need planning permission?” Enquiry Form

Please complete this form in full and send it along with the required documents to [**planning@wychavon.gov.uk**](mailto:planning@wychavon.gov.uk)**.** For postal applications, please send applications for Malvern Hills to**:**

**Planning Services, Malvern Hills Council House, Avenue Road, Malvern WR14 3AF**

and Wychavon applications to**:**

**Planning Services, Civic Centre, Queen Elizabeth Drive, Pershore**, **Worcestershire WR10 1PT**

Wychavon and Malvern Hills District Council’s have now merged their Planning Teams. To ensure the appropriate Planning Officer reviews your application, please clarify which district the application site is situated:

Malvern Hills

Wychavon

**Applicant Details**

Applicant Name:

Applicant Address:

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Telephone Number:

Email Address:

Signature: Date of Application:

Address of the property or site in question (if different from Applicant address):





Detailed description of proposed plans:



We welcome any photographs or additional information you may have to support this application.

**Essential Application Requirements**

In order for a Planning Officer to provide a written response, we ask that you kindly submit the following along with your application:

* A location planclearly displaying the correct location of the site (an image from Google Maps will suffice) with a red line showing the boundary.
* A sketch or outline drawing of the proposed plans, indicating the general layout of the site and the size of the proposal
* Correct application fee (see below)paid in full either via Cheque (made payable to the relevant Council for this application), BACS (details below) or you can pay by card over the telephone by calling **01386 565 565**

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| **Wychavon District Council BACS** | |  | **Malvern Hills District Council BACS** | |
| Bank Account | HSBC |  | Bank Account | HSBC |
| Account No | 72290529 |  | Account No | 02292785 |
| Sort Code | 40 - 47 -17 |  | Sort Code | 40 - 47 -17 |
| Reference | First line of address |  | Reference | First line of address |

**Fees**

Householder Application £48.05

Other Application £56.20

