

Validation Checklist

Local Information Requirements Checklist (County Council Community Development - Regulation 3)

*An application must include the appropriate forms, plans, and documents to be valid. These materials must meet National and Local Validation Requirements for proper assessment. Without the necessary information or correct fee, the Council cannot validate the application, and the planning process will not begin.*

*For additional details on the required information, please refer to the council’s guidance notes titled “Guidance and Validation Requirements for County Council Community Development (Regulation 3) Applications”. This guidance outlines the technical documents that may need to accompany a valid application and specifies the circumstances under which the supporting information is essential for proper consideration and determination of an application. Please indicate in the table below the documents submitted along with your application.*

|  |  |
| --- | --- |
|  |  |
| Proposal: | Click here to enter text. |
| LOCation: | Click here to enter text. |
| applicant: | Click here to enter text. |
| date: | Click to enter a date. |

|  |  |
| --- | --- |
| APPLICATION TYPE |  |
| Application for Full Planning Permission |[ ]
| Application for Removal or Variation of a Condition (S73) following the grant of Planning Permission |[ ]

**NATIONAL VALIDATION REQUIREMENTS**

* Required for all full applications
* Documents that must be included with your application: [please tick boxes to confirm inclusion]

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|  |  |
|[ ]  **Application Form** (including Ownership Certificates & agricultural Holding Certificate) |
|[ ]  **Land Ownership Notice** (if you have completed Certificate B or C) |
|[ ]  **Application Fee –** Click here to enter additional comments. |
|[ ]  **Site Location Plan** (Scale 1:1250 or 1:2500 with the application site outlined in RED and any other land owned by the applicant outlined in BLUE) |
|[ ]  **Site Layout Plan / Block Plan** |
|[ ]  **Existing and Proposed Elevations / Floor Plans / Roof Plans** (where applicable) |
|[ ]  **Existing and Proposed Site Levels / Finished Floor / Site Sections** |
|[ ]  **Design and Access Statement** |
|[ ]  **National Biodiversity Net Gain Requirements / Details Demonstrating an Exemption –** Click here to enter additional comments. |
|[ ]  **Environmental Statement** (where applicable) **–** Click here to enter additional comments. |

**LOCAL VALIDATION REQUIREMENTS**

* The following local information requirements should be provided where applicable to the planning application (see guidance note for details)**:** [please tick boxes to confirm inclusion]

|  |  |
| --- | --- |
|  |  |
|[ ]  **Validation Checklist (Completed Copy of this document)** |
|[ ]  **Planning Statement –** Click here to enter additional comments. |
|[ ]  **Green Belt Statement –** Click here to enter additional comments. |
|[ ]  **Draft Biodiversity Net Gain Plan –** Click here to enter additional comments. |
|[ ]  **Preliminary Ecological Assessment (PEA) –** Click here to enter additional comments. |
|[ ]  **Ecological Impact Assessment (EcIA) –** Click here to enter additional comments. |
|[ ]  **Shadow Habitat Regulation Assessment –** Click here to enter additional comments. |
|[ ]  **Tree Survey / Tree Constraints Plan / Arboricultural Assessment / Tree Protection Plan –** Click here to enter additional comments. |
|[ ]  **Landscaping Scheme / Strategy –** Click here to enter additional comments. |
|[ ]  **Landscape and Visual Impact Assessment / Townscape Assessment / Landscape Visual Appraisal –** Click here to enter additional comments. |
|[ ]  **National Landscape Statement –** Click here to enter additional comments. |
|[ ]  **Ancient Woodland/Veteran Trees Statement –** Click here to enter additional comments. |
|[ ]  **Agricultural Land Classification / Soil Assessment –** Click here to enter additional comments. |
|[ ]  **Heritage Statement –** Click here to enter additional comments. |
|[ ]  **Archaeological Assessment –** Click here to enter additional comments. |
|[ ]  **Transport Statement / Transport Assessment –** Click here to enter additional comments. |
|[ ]  **Construction Management Plan (CMP) –** Click here to enter additional comments. |
|[ ]  **Travel Plan –** Click here to enter additional comments. |
|[ ]  **Public Rights of Way Statement –** Click here to enter additional comments. |
|[ ]  **Flood Risk Assessment –** Click here to enter additional comments. |
|[ ]  **Drainage Details - Foul / Surface Water Drainage Assessment / Sustainable Drainage Systems (SuDS) –** Click here to enter additional comments. |
|[ ]  **Land Contamination Investigation/Assessment –** Click here to enter additional comments. |
|[ ]  **Noise Impact Assessment –** Click here to enter additional comments. |
|[ ]  **Air Quality Assessment –** Click here to enter additional comments. |
|[ ]  **Lighting Assessment / Details of Lighting Scheme –** Click here to enter additional comments. |
|[ ]  **Sunlight / Daylight Assessment –** Click here to enter additional comments. |
|[ ]  **Playing Field Assessment –** Click here to enter additional comments. |
|[ ]  **Sustainable Design Statement –** Click here to enter additional comments. |
|[ ]  **Carbon Neutral Statement –** Click here to enter additional comments. |
|[ ]  **Statement of Community Engagement –** Click here to enter additional comments. |
|[ ]  **Any additional supporting documents included (not listed above):***Additional Document(s):* |