**Outline or Full Minor Application Validation Checklist**

A completed checklist should be included with your application.

Guidance and information on the documents listed below, including when they are likely to be required by the LPA, can be found in our Local Validation List.

**National Requirements:**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| **Local List Reference** | **Document** | **Submitted**  **✓** | N/A – please explain why, if necessary |
| 2.1 | Correct Application Form and Ownership Certificate |  |  |
| 2.2 | Location Plan |  |  |
| 2.3 | Correct Fee |  |  |
| 2.5 | Environmental Statement |  |  |
|  | **Plans, drawings and information necessary to describe the development:** |  |  |
| 2.7 | Existing Site Plan |  |  |
| 2.7 | Proposed Site Plan |  |  |
| 2.7 | Existing Floor Plans |  |  |
| 2.7 | Proposed Floor Plans |  |  |
| 2.7 | Existing Roof Plans |  |  |
| 2.7 | Proposed Roof Plans |  |  |
| 2.7 | Existing floor levels |  |  |
| 2.7 | Proposed floor levels |  |  |
| 2.7 | Access Plans |  |  |
| 2.7 | Landscaping Plans |  |  |
| 2.10 | Existing Elevations |  |  |
| 2.10 | Proposed Elevations – all sides |  |  |
| 2.10 | Existing Streetscene(s) |  |  |
| 2.10 | Proposed Streetscene(s) |  |  |
| 2.11 | Existing Sections |  |  |
| 2.11 | Proposed Sections |  |  |
| 2.12 | Fire Statement |  |  |
|  | Other: | - |  |

**Standard Local Requirements (see Local List):**

|  |  |
| --- | --- |
|  |  |
| **Local List Reference** | **Document** | **Submitted**  **✓** | N/A – please explain why, if necessary |
|  | **Ecology** |  |  |
| 3.3.1 | Wildlife and Geology Trigger Table |  |  |
|  | **Flooding and Water** |  |  |
| 3.6.1 | Flood Risk Assessment |  |  |
|  | **CIL** |  |  |
| 3.14.1 | Community Infrastructure Levy – Planning Application Additional Information Requirement Form |  |  |

**Additional Local Requirements (see Local List for when this may apply):**

|  |  |
| --- | --- |
|  |  |
| **Local List Reference** | **Document** | **Submitted**  **✓** | N/A – please explain why, if necessary |
|  | **Planning Statements/Documents** |  |  |
| 3.1.1 | Planning Statement |  |  |
| 3.1.2 | Statement of Community Involvement |  |  |
| 3.1.7 | Green Infrastructure Statement |  |  |
| 3.1.8 | Employment Statement/Economic Impact Assessment |  |  |
| 3.1.9 | Independent Viability Assessment |  |  |
| 3.1.11 | Sequential Test Assessment |  |  |
| 3.1.12 | Retail Impact Assessment/Town Centre Impact Assessment |  |  |
| 3.1.15 | Coastal Change Vulnerability Assessment (CCVA) |  |  |
| 3.1.16 | Crime Prevention Statement |  |  |
|  | **Historic Environment and Design** |  |  |
| 3.2.1 | Statement of Heritage Significance |  |  |
| 3.2.2 | Archaeological Desk-based Assessment |  |  |
| 3.2.4 | Joinery Details |  |  |
| 3.2.5 | Design and Access Statement |  |  |
|  | **Ecology** |  |  |
| 3.3.2 | Wildlife Report |  |  |
| 3.3.3 | Bat and Bird Screening Checklist |  |  |
| 3.3.4 | Biodiversity net gain assessment |  |  |
|  | **Landscape and Trees** |  |  |
| 3.4.1 | Tree Survey, Tree Constraint Plans & Arboricultural Impact Assessment |  |  |
| 3.4.2 | Tree Protection Plan & Arboricultural Method Statement |  |  |
| 3.4.3 | Landscape and Visual Impact Assessment |  |  |
|  | **Transport and Highways** |  |  |
| 3.5.1 | Parking Statement |  |  |
| 3.5.2 | Transport Statement or Transport Assessment |  |  |
| 3.5.3 | Travel Plan |  |  |
|  | **Flooding and Water** |  |  |
| 3.6.2 | Flooding Sequential Test |  |  |
| 3.6.3 | Foul Drainage Assessment |  |  |
|  | **Energy and Sustainability** |  |  |
| 3.7.2 | Energy Statement |  |  |
|  | **Land and Soil** |  |  |
| 3.8.1 | Geological Survey |  |  |
| 3.8.2 | Contaminated Land Risk Assessment |  |  |
| 3.8.3 | Contaminated Land Intrusive Site Investigation and Risk Assessment |  |  |
| 3.8.4 | Land Stability Risk Assessment Report |  |  |
| 3.8.5 | Mineral Extraction Impact Assessment |  |  |
| 3.8.8 | Restoration and Aftercare Scheme Assessment |  |  |
|  | **Open Space, Sports and Recreation** |  |  |
| 3.9.1 | Open Space, Sports and Recreation Assessment |  |  |
|  | **Noise, Lighting and Daylight** |  |  |
| 3.10.1 | Lighting Assessment |  |  |
| 3.10.2 | Noise Impact Assessment |  |  |
| 3.10.3 | Shading Diagrams/ Sun Path Analysis |  |  |
|  | **Health** |  |  |
| 3.11.4 | Ventilation and Extraction Equipment Details |  |  |
|  | **Construction and Demolition** |  |  |
| 3.12.1 | Pollution Prevention Plans |  |  |
| 3.12.2 | Structural Survey |  |  |
|  | **Waste** |  |  |
| 3.13.1 | Waste Audit and 5 Year Management Plan |  |  |
| 3.13.2 | Waste Planning Statement |  |  |