

Application for Full Planning Permission - Validation Checklist

NATIONAL REQUIREMENTS

Forms

- Completed form (3 copies to be supplied unless the application is Submitted electronically)

Plans

- A plan which identifies the land to which the application relates in red drawn to a scale of either 1:1250 or 1:2500 with the direction of North clearly marked. Any other adjoining land under the applicants control or ownership should be outlined in blue (3 copies to be supplied unless the application is submitted electronically)
- A copy of other plans and drawings or information necessary to describe the subject of the application (3 copies to be supplied unless the application is submitted electronically) including:
 - Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries
 - Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100)
 - Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100)
 - Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100)
 - Roof plans (e.g. at a scale of 1:50 or 1:100)

Certificates

- The completed Ownership Certificate (A, B, C or D - as applicable) as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
- In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 6 of the Town and Country Planning (general Development Procedure) Order 1995 must be given and/or published in accordance with this Article

Other Information

- Design and access statement, if required
- The appropriate Fee

LOCAL REQUIREMENTS

may include some or all of the following:

- Biodiversity survey and report
- Conservation Area Assessment
- Environmental Impact Assessment
- Evidence to accompany applications for town centre uses
- Existing and proposed car parking and access arrangements
- Flood risk assessment
- Foul sewerage assessment
- Conservation Area Assessment
- Archaeology Assessment
- Retail Impact assessment
- Land contamination assessment
- Lighting assessment
- Noise impact assessment
- Open space assessment
- Photographs/photomontages
- Planning obligations/draft Head(s) of Terms
- Planning Statement
- Regeneration statement
- Statement of Community Involvement
- Structural Survey
- Transport assessment
- (Draft) travel plan
- Transport Form
- Tree survey
- Ventilation/extraction statement
- Where work is proposed in close proximity to a boundary, details of eaves and foundations to be shown relative to the boundary to a scale of not less than 1:20