

## Appendix 2 - Sample Validation Checklist for Minor/Major/Other Applications

## Planning Applications Validation Checklist

| National Requirement List - These MUST be provided to make your application valid                  | MUST BE INCLUDED<br>✓ |
|----------------------------------------------------------------------------------------------------|-----------------------|
| Completed standard application form                                                                | ✓                     |
| Location Plan (scale of 1:1250 or 1:2500)                                                          | ✓                     |
| Site Plan/Block plan/Plans & Elevations (scale of 1:100, 1:200) <a href="#">Plans and Drawings</a> | ✓                     |
| Completed Ownership/Agricultural Holdings Certificate                                              | ✓                     |
| Design & Access Statement                                                                          | ✓                     |
| Fire Safety Statement                                                                              | ✓                     |
| SUDS Statement                                                                                     | ✓                     |
| The appropriate fee                                                                                | ✓                     |

| Local Requirement List - These MAY be required depending on the circumstances of your site | Included<br>✓ | If not included - Why?<br>Use extra sheet if needed |
|--------------------------------------------------------------------------------------------|---------------|-----------------------------------------------------|
| <a href="#">Affordable Housing Statement</a>                                               |               | N/A                                                 |
| <a href="#">Air Quality Assessment</a>                                                     |               | N/A                                                 |
| <a href="#">Archaeological Assessment</a>                                                  |               | N/A                                                 |
| <a href="#">Contaminated Land Survey</a>                                                   |               | N/A                                                 |
| <a href="#">Daylight/Sunlight Assessment</a>                                               |               | N/A                                                 |
| <a href="#">Ecological Survey and Report</a>                                               |               | N/A                                                 |
| <a href="#">Energy Efficiency Statement</a>                                                | ✓             |                                                     |
| <a href="#">External Lighting</a>                                                          |               | N/A                                                 |
| <a href="#">Flood Risk Assessment</a>                                                      |               | N/A                                                 |
| <a href="#">Heads of Terms Proposal</a>                                                    |               | N/A                                                 |
| <a href="#">Heritage Statement</a>                                                         |               | N/A                                                 |
| <a href="#">Landscape Principles</a>                                                       |               | N/A                                                 |
| <a href="#">Materials Details</a>                                                          | ✓             |                                                     |
| <a href="#">New Build Housing Standards</a>                                                | ✓             |                                                     |
| <a href="#">Noise &amp; Vibration Impact Assessment</a>                                    |               | N/A                                                 |
| <a href="#">Open Space Statement</a>                                                       |               | N/A                                                 |
| <a href="#">Planning Statement</a>                                                         | ✓             |                                                     |
| <a href="#">Plans and Drawings</a>                                                         | ✓             |                                                     |
| <a href="#">Sustainability Statement</a>                                                   | ✓             |                                                     |
| <a href="#">Town Centre Impact Assessment</a>                                              |               | N/A                                                 |
| <a href="#">Transport Assessment &amp; Travel Plans</a>                                    |               | N/A                                                 |
| <a href="#">Tree Survey</a>                                                                |               | N/A                                                 |
| <a href="#">Vehicle (Including Cycle) parking and waste collection details</a>             | ✓             |                                                     |
| <a href="#">Vent/Flue &amp; Ventilation Details</a>                                        |               | N/A                                                 |
| <a href="#">Viability Appraisal &amp; Report</a>                                           |               | N/A                                                 |
| <a href="#">Visual Impact Assessment</a>                                                   |               | N/A                                                 |
| <a href="#">Wind and Microclimate Assessment</a>                                           |               | N/A                                                 |

*Please include a completed copy of a completed checklist with your application*