



## VALIDATION CHECKLIST

### PART 1 - NATIONAL REQUIREMENTS

#### APPLICATION FOR PLANNING PERMISSION

3 copies of forms and plans (plus original) unless submitted electronically

#### FORMS

#### REQUIREMENTS

Application form

Completed, signed (if paper copy) and dated

Ownership certificate in accordance with Article 7 of GDPO

Completed A, B, C or D, signed (if paper copy) and dated

Notice to owners in accordance with Article 6 of the GDPO

Completed and served where ownership certificates B, C or D have been completed

Agricultural Holdings certificate

Completed, signed (if paper copy) and dated

#### PLANS

Location plan

\*OS base to a scale of 1:1250 or 1:2500

North point indicated

Site edged in red including all land necessary to carry out the development e.g. land required for access, visibility splays, landscaping, car parking and open areas

Other land under control of applicant edged in blue

The plan should wherever possible show at least two named roads and surrounding buildings. The properties shown should be numbered or named.

Block plan

Site boundaries, type and height of boundary treatment, position of any building or structure on other side of boundary to a scale of 1:100 or 1:200

Site plan

Plan of site and immediate surroundings to a scale of 1:500 or 1:200 showing existing site features e.g. Walls, trees, buildings and other structures

North point indicated

Proposed development in relation to site boundaries and existing buildings within site with written dimensions

All buildings, roads and footpaths on adjoining land

All public rights of way crossing or adjoining the site

Access arrangements

Position of trees on site and adjoining land likely to be affected

Extent and type of hard surfacing

Boundary treatment

Existing and proposed elevations

To a scale of 1:50 or 1:100

PLANS (contd)

REQUIREMENTS

Existing and proposed floor plans	To a scale of 1:50 or 1:100
Existing and proposed sections and finished floor and site levels	To a scale of 1:50 or 1:100
Roof plan	To a scale of 1:50 or 1:100

OTHER DETAILS

Design and Access Statement (including disabled and fire access where applicable)	All applications except: Change of use where no operational development is involved Engineering or mining operations
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FEE

Correct fee	Fee applicable to application
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Note:\* OS plan can be purchased at Planning Reception