

VALIDATION CHECKLIST

PART 2 - LOCAL REQUIREMENTS

In addition to the national requirements that MUST be submitted with your application, the following information may also be required:

HOUSEHOLDER APPLICATION FOR PLANNING PERMISSION

3 copies of all plans, drawings (A3 size where possible) and other documentation (plus original) unless submitted electronically
All plans and drawings to indicate: paper size; key dimensions, scale bar indicating a minimum of 0-10m
All plans and drawings to have a drawing number

<u>DOCUMENTS/INFORMATION</u>	<u>WHEN REQUIRED</u>	<u>CONTACT</u>	<u>FURTHER INFORMATION</u>
Neighbour Notification Sheet	All applications, except where neighbouring addresses are unidentifiable	Planning Support: 01442 228339/228671	Planning pages of DBC website: www.dacorum.gov.uk
Car Parking Layout	All applications	Hertfordshire County Council Highway Authority: 01992 556120	Planning pages of DBC website: www.dacorum.gov.uk
Details of Materials	All applications	Planning Support: 01442 228339/228671	Planning pages of DBC website: www.dacorum.gov.uk
Tree Survey/Arboricultural Report	Where there are existing trees on the site likely to be affected by the development	Trees and Woodlands: 01442 228529	BS 5837: 2005 Trees in Relation to Construction Planning pages of DBC website: www.dacorum.gov.uk

<u>DOCUMENTS/INFORMATION</u>	<u>WHEN REQUIRED</u>	<u>CONTACT</u>	<u>FURTHER INFORMATION</u>
Landscaping scheme	Where landscaping is required as part of the proposal	Trees and Woodlands: 01442 228529	BS 5837: 2005 Trees in Relation to Construction Planning pages of DBC website: www.dacorum.gov.uk
Level survey showing existing and proposed levels	Where there are level changes within site or between site and adjoining land	Planning Support: 01442 228339/228671	
Archaeological Assessment	Application involving alterations at ground level in area of archaeological significance	Hertfordshire County Council Archaeologist: 01992 555244	PPG16: Archaeology and Planning
Protected Species Survey and Assessment	See Table 1at Annex A	Hertfordshire Biological Records Centre: 01992 555220 Association of Local Government Ecologists: www.alge.org.uk Herts & Middx Wildlife Trust: 01727 858901 Natural England: 01206 796666	PPS9: Biodiversity and Geological Conservation ODPM Circular 06/2005: Biodiversity and Geological Conservation
Ecological /Geological Survey and Assessment	See Tables 2 and 3 at Annex A	Hertfordshire Biological Records Centre: 01992 555220 Association of Local Government Ecologists: www.alge.org.uk Herts & Middx Wildlife Trust: 01727 858901 Natural England: 01206 796666	PPS9: Biodiversity and Geological Conservation ODPM Circular 06/2005: Biodiversity and Geological Conservation
Conservation Area Appraisal	Development within or adjoining Conservation Areas	Design and Conservation Team: 01442 228176	PPG15: Planning and the Historic Environment Planning pages of DBC website: www.dacorum.gov.uk

DOCUMENTS/INFORMATION

WHEN REQUIRED

CONTACT

FURTHER INFORMATION

Listed Buildings Appraisal

Development affecting listed buildings or setting of a Listed Building

Design and Conservation Team: 01442 228176

PPG15: Planning and the Historic Environment
Planning pages of DBC website:
www.dacorum.gov.uk

Flood Risk Assessment

If site is within an area liable to flooding
If site within flood zones 2 and 3

Environment Agency: www.environment-agency.gov.uk

PPS25: Development and Flood Risk
Planning pages of DBC website:
www.dacorum.gov.uk

Daylight/Sunlight Assessment

Applications where there is likely impact on current levels of sunlight/daylight of adjacent buildings

Planning Support: 01442 228339/228671

Building Research Establishment (BRE) guidelines on daylighting assessments
Planning pages of DBC website:
www.dacorum.gov.uk

Other Supporting Docs e.g. Photographs, Photomontages, Artists Impressions, Street Scenes, Computer Generated Images

Any proposal where additional information would be beneficial

Planning Support: 01442 228339/228671

VALIDATION CHECKLIST

PART 2 - LOCAL REQUIREMENTS

In addition to the national requirements that MUST be submitted with your application, the following information may also be required:

APPLICATION FOR LISTED BUILDING CONSENT

3 copies of all plans, drawings (A3 size where possible) and other documentation (plus original) unless submitted electronically
All plans and drawings to indicate: paper size; key dimensions, scale bar indicating a minimum of 0-10m
All plans and drawings to have a drawing number

<u>DOCUMENTS/INFORMATION</u>	<u>WHEN REQUIRED</u>	<u>CONTACT</u>	<u>FURTHER INFORMATION</u>
Details of Materials	All applications except change of use where no operational development involved	Planning Support: 01442 228339/228671	Planning pages of DBC website: www.dacorum.gov.uk
Structural Survey	Development involving demolition and barn conversion applications	Design and Conservation Team: 01442 228176	PPG15: Planning and the Historic Environment Planning pages of DBC website: www.dacorum.gov.uk
Listed Buildings Appraisal	All applications	Design and Conservation Team: 01442 228176	PPG15: Planning and the Historic Environment Planning pages of DBC website: www.dacorum.gov.uk
Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments)	All applications	Design and Conservation Team: 01442 228176 Hertfordshire County Council Archaeologist: 01992 555244	PPG15: Planning and the Historic Environment PPG16: Archaeology and Planning Planning pages of DBC website: www.dacorum.gov.uk
Other Supporting Docs e.g. Photographs, Photomontages, Artists Impressions, Street Scenes, Computer Generated Images	Any proposal where additional information would be beneficial	Planning Support: 01442 228339/228671	