

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 OUTLINE PLANNING PERMISSION (with all or some matters reserved)

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
Planning Statement	All applications	Planning Support: 01442 228339/228671	Planning pages of DBC website: www.dacorum.gov.uk
Sustainability Appraisal	All applications	Planning Support: 01442 228339/228671	Planning pages of DBC website: www.dacorum.gov.uk
Energy Statement	All applications	Planning Support: 01442 228339/228671	PPS22: Renewable Energy Planning pages of DBC website: www.dacorum.gov.uk Supplementary Planning Document for Energy Efficiency and Conservation Supplementary Planning Document on Water Conservation

<u>DOCUMENTS/INFORMATION</u>	<u>WHEN REQUIRED</u>	<u>CONTACT</u>	<u>FURTHER INFORMATION</u>
Foul Sewerage Assessment	Applications proposing septic tank or cesspit	www.environment-agency.gov.uk	
Site Waste Management Plan	Major residential and industrial developments	Planning Support: 01442 228339/228671	DTI code of practice: Site Waste Management Plans; guidance for construction contractors and clients
Tree Survey/Arboricultural Report	Where there are existing trees on the site	Trees and Woodlands: 01442 228529	BS 5837: 2005 Trees in Relation to Construction Planning pages of DBC website: www.dacorum.gov.uk
Environmental Impact Statement	Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 (SI 1999 No. 293): Schedule 1 Development Schedule 2 Projects following screening opinion that ES required	Planning Support: 01442 228339/228671	Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 (SI 1999 No. 293)
Traffic Statement	Residential development of between 50 and 80 units which would impact on the Trunk Road network	Highways Agency www.highways.gsi.gov.uk Hertfordshire County Council Highway Authority: 01992 55221	Department for Transport Guidance on Transport Assessments (March 2007) Department of Transport Circular 02/2007, Planning and Strategic Road Network PPG13: Transport Planning pages of DBC website: www.dacorum.gov.uk

DOCUMENTS/INFORMATION

WHEN REQUIRED

CONTACT

FURTHER INFORMATION

Transport Assessment

All Large developments exceeding the following thresholds:
80 residential units
2500sqm B1 office development
Other developments with equivalent Peak hour trip generation to above.
Any development that materially adds to local congestion.
Any development that may impact on the Trunk Road network

Highways Agency
www.highways.gsi.gov.uk
Hertfordshire County Council
Highway Authority: 01992 55221

Department for Transport Guidance on Transport Assessments (March 2007)
Department of Transport Circular 02/2007, Planning and Strategic Road Network
PPG13: Transport
Planning pages of DBC website:
www.dacorum.gov.uk

Draft Travel Plan

All large commercial developments i.e.. Developments of 2500sqm or greater B1 office floorspace or equivalent trip generations
Development that would generate local traffic problems as identified through a Transport Assessment

Hertfordshire County Council
Highway Authority: 01992 556221

Department for Transport Guidance on Transport Assessments (March 2007)
Department for Transport Circular 02/2007 Planning and Strategic Road Network
PPG13: Transport.
Planning pages of DBC website:
www.dacorum.gov.uk

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

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Ecological /Geological Survey and Assessment	See Tables 2 and 3 at Annex A Involving tree felling and lopping of trees >100yrs old or 1.5m in girth 1m from ground.	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
Land Contamination Assessment Phase I Report	Sites on or within the vicinity of potentially contaminated former land uses (e.g. any industrial use including gas works, chemical works/storage, landfill sites, bulk fuel storage facilities (including petrol filling stations), sewage works) and/or sites with a sensitive end use that could be particularly vulnerable to the presence of any contamination (e.g. housing with gardens, schools, nurseries or allotments)	Environmental Health: 01442 228863 Environment Agency: www.environment-agency.gov.uk	PPS23: Planning and Pollution Control Planning pages of DBC website: www.dacorum.gov.uk
Phase II Report and Remediation Statement	When Phase I Report shows that site is likely to be affected by land contamination		
Lighting Assessment	Applications involving external lighting	Environmental Health: 01442 228863	Appendix 8 of Dacorum Borough Local Plan Institute of Lighting Engineers: Reduction of Light Pollution guidance Note
Air Quality Assessment	Development proposals that impact on air quality or are potential pollutants	Environmental Health: 01442 228863	PPS23: Planning and Pollution Control

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Noise Impact Assessment	Development proposals that raise issues of disturbance or are considered to be a noise sensitive development	Environmental Health: 01442 228863	PPG24: Planning and Noise
Flood Risk Assessment	If site is within an area liable to flooding If site within flood zones 2 and 3 Operational development of 1ha or greater	Environment Agency: www.environment-agency.gov.uk	PPS25: Development and Flood Risk Planning pages of DBC website: www.dacorum.gov.uk
Employment/Regeneration Statement	Development proposals impacting on the local economy	Development Plans: 01442 228660	PPG4: Industrial, commercial development and small firms
Retail Impact Assessment and Sequential Test	Development proposals for retail development on edge of or outside of town centre locations	Development Plans: 01442 228660	PPS6: Planning for Town Centres
Sport/Recreation/Leisure Use Appraisal	Development proposals involving new leisure uses or loss of existing use/land	Development Plans: 01442 228660	PPG17: Planning for Open Space, Sport and Recreation
Open Space Assessment	Development proposals involving new public open space provision or loss of existing open space	Parks and Open Spaces Manager: 01442 228788	PPG17: Planning for Open Space, Sport and Recreation Planning pages of DBC web site: www.dacorum.gov.uk
Crime Prevention Measures to be included within the Design and Access Statement	All applications requiring a Design and Access Statement	Crime Prevention Officer: 01442 271045	Planning pages of DBC web site: www.dacorum.gov.uk
Safer Places Statement	All major planning applications	Crime Prevention Officer: 01442 271045	Planning pages of DBC web site: www.dacorum.gov.uk

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Affordable Housing Statement	On appropriately sized housing sites as set out in the Dacorum Borough Local Plan	Development Plans: 01442 228660 Housing Enabling Officer: 01442 228526	PPS3: Housing Policy 20 of the DBLP Planning pages of DBC web site: www.dacorum.gov.uk
Planning Obligations - Draft Heads of Terms	To be ascertained at pre-application stage involving: Any application requiring financial contributions Applications requiring provision of affordable housing Any application requiring provision of social or community facility Applications involving transfer of land or facilities Any application involving off-site works/improvements or provision of off-site facilities	Pre-app case officer For procedural matters - Planning Solicitor: 01442 228236	Planning pages of DBC web site: 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	