

# 1 APP VALIDATION CRITERIA CHECK SHEET

Please note **ALL** plans and drawings should include: unique reference numbers / letters / date (if applicable), paper size, key dimensions and scale bar indicating a minimum of 0-10 metres. Where possible drawings should not exceed A3 size and at least **1 copy of all documents should be provided.**

Please make sure you have checked the national and local level requirements before submitting your application. If you do not send all the information we need your application will be deemed invalid.

## 8 - Application for planning permission and listed building consent for alterations, extension or demolition of listed building

<u>National Requirements</u>	Yes	
Completed form (signed and dated)	<input type="checkbox"/>	
The completed Ownership Certificate (A, B, C or D – as applicable) stating the ownership of the land to which the application relates under Article 14 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 – must be signed	<input type="checkbox"/>	
A Site Location Plan to a scale of 1:1250 or 1:2500 which identifies the land to which the application relates outlined in red and any other land owned by the applicant, close to or adjoining the application site outlined in blue and showing the direction of North.	<input type="checkbox"/>	
A copy of other plans and drawings or information necessary to describe the subject of the application including: <ul style="list-style-type: none"> <li>o Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries</li> <li>o Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100)</li> <li>o Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100)</li> <li>o Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100)</li> <li>o Plans to a scale of not less than 1:20 to show all new doors, windows, shop-fronts, paneling, fireplaces, plaster moulding and other decorative details</li> <li>o Roof plans (e.g. at a scale of 1:50 or 1:100)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Design and Access Statement – This is a mandatory requirement for certain applications please refer to Design & Access Guidance to check if applicable <a href="http://www.middevon.gov.uk/planning">http://www.middevon.gov.uk/planning</a>	<input type="checkbox"/>	
More than two turbines or where the hub height of any turbine exceeds 15 metres – evidence of pre application consultation with local community	<input type="checkbox"/>	
The appropriate fee	<input type="checkbox"/>	
In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 14 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 must be given and/or published in accordance with this Article	<input type="checkbox"/>	
<b>Local Requirements:</b>	<b>YES</b>	<b>N/A</b>
Draft Travel Plan – for non residential developments likely to generate 100+ vehicular trips per day	<input type="checkbox"/>	<input type="checkbox"/>
Planning Obligations – draft heads of agreement required for all major applications (10 dwellings or 1000 m <sup>2</sup> floorspace)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Major commercial</b> – design code BREEAM assessment to meet ‘very good’ from 2013 and ‘excellent’ from 2016	<input type="checkbox"/>	<input type="checkbox"/>
<b>Major Applications</b> - Carbon Reduction Statement to set out how landform, layout, building orientation, massing and landscaping to minimise energy consumption have been taken account of in the final design.	<input type="checkbox"/>	<input type="checkbox"/>
Statement of community involvement - for all major applications (10 dwellings or 1000 m <sup>2</sup> floorspace)	<input type="checkbox"/>	<input type="checkbox"/>
Transport assessment – if, 14 new dwellings or 40+ new employees	<input type="checkbox"/>	<input type="checkbox"/>

Form FDA1 required for all new or connections to existing non-mains drainage	<input type="checkbox"/>	<input type="checkbox"/>
Surface water drainage strategy	<input type="checkbox"/>	<input type="checkbox"/>
Flood Risk Assessment (FRA) required for all applications in Environment Agency Flood Zones 2 and/or 3	<input type="checkbox"/>	<input type="checkbox"/>
Landscape and Visual Impact Assessment – seek advice of local planning authority, potentially required for all renewable energy projects	<input type="checkbox"/>	<input type="checkbox"/>
Tree survey/arboricultural statement – for trees in a Conservation Area or trees protected by Tree Preservation Order	<input type="checkbox"/>	<input type="checkbox"/>
Parking and Access details – applications where changes to parking or access are made (can be shown on block plan or other drawings). Full Highway construction and drainage details required for all new adoptable standard roads	<input type="checkbox"/>	<input type="checkbox"/>
Land contamination – required for major developments (10 or more residential units, 1,000 sq metres of non-residential floor space)	<input type="checkbox"/>	<input type="checkbox"/>
Pollution Impact Assessment and mitigation scheme (refer to Policy DM7 of LP3)	<input type="checkbox"/>	<input type="checkbox"/>
Structural survey of the property to include schedule of works to secure stability/safety of building during conversion – when application involves conversion only	<input type="checkbox"/>	<input type="checkbox"/>
Ventilation/extraction details – required for applications which include commercial new extraction flues	<input type="checkbox"/>	<input type="checkbox"/>
ICNIRP Statement of Telecommunication Apparatus – where the application involves telecommunication apparatus	<input type="checkbox"/>	<input type="checkbox"/>
Air quality – (if Major application and then only if thresholds exceeded – see SPD)	<input type="checkbox"/>	<input type="checkbox"/>
Biodiversity survey and report for Major applications, demolitions or conversions (Bat/Barn Owl Survey/Habitat Survey)	<input type="checkbox"/>	<input type="checkbox"/>
Site waste management plan for agricultural livestock buildings over 465 sq m	<input type="checkbox"/>	<input type="checkbox"/>
Retail assessment for all significant / major retail proposals e.g.500 sq m	<input type="checkbox"/>	<input type="checkbox"/>
Heritage Statement - a written statement that includes an analysis of the significance of the archaeology, history and character of the building/structure), (where proposed development is likely to affect heritage assets or their settings)	<input type="checkbox"/>	<input type="checkbox"/>
Justification for works to a listed building & schedule of works	<input type="checkbox"/>	<input type="checkbox"/>
Listed Building Appraisal required for demolition of entire building	<input type="checkbox"/>	<input type="checkbox"/>
Environment Impact Assessment for EIA development only	<input type="checkbox"/>	<input type="checkbox"/>

If your application proposes the siting of a mobile home; static caravan; log cabin; mobile log cabin; holiday lodge; holiday chalet to properly assess your application we need to consider whether the unit is a 'caravan' or a 'building'.

- a) Does the unit fall within the following dimensions: Length (exclusive of any drawbar): 20m; Width: 6.8m; Overall height (measured internally from the floor at the lowest level to the ceiling at the highest level): 3.05m.
- b) Does the unit come in no more than 2 parts to the site?;
- c) Once on site, can the unit be moved as one single unit?

If the answer to all of these questions is 'YES' then your application will be described as being for a 'caravan'. If you answer 'NO' to any question, then your application will be described as being for a 'building'.

Official Use

Checked by:

Dated: