

# 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.

## 4 - Application for Planning Permission

### National Requirements

Completed form (signed and dated)

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

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.**

A copy of other plans and drawings or information necessary to describe the subject of the application including:

- Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries
- Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100)
- Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100)
- Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100)
- Roof plans (e.g. at a scale of 1:50 or 1:100)

Design and Access Statement – This is a mandatory requirement for certain applications please refer to Design & Access Guidance to check if applicable   
<http://www.middevon.gov.uk/planning>

More than two turbines or where the hub height of any turbine exceeds 15 metres – evidence of pre application consultation with local community

The appropriate fee

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

### Local Requirements:

**Yes** **No**

Planning Obligations – draft heads of agreement required for all major applications (10 dwellings or more (or site area 0.5h ) or 1000 m<sup>2</sup> or more of new floor space (or a site area if 1h or more)

**Major commercial** – design code BREEAM assessment to meet 'very good' from 2013 and 'excellent' from 2016

**Major Applications** - 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.

Retail Assessment for all major retail proposals

Waste Audit Statement – **all major development** - Should be specific to the development being applied for and include wastes arising from the construction and operational stages of a development. Further information and guidance can be found on Devon County Council's website at: <https://new.devon.gov.uk/planning/planning-policies/minerals-and-waste-policy/supplementary-planning-document>

Farm Waste Management Plan – for all accommodation of livestock buildings and storage of slurry over 465sqm. Waste management plan could be incorporated into waste audit statement for major agricultural developments	<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"/>
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"/>
Justification for works to a listed building & schedule of works	<input type="checkbox"/>	<input type="checkbox"/>
Heritage Statement (including description of significance of heritage assets) where proposed development is likely to affect heritage assets or their settings	<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"/>
Ecology survey and report – <a href="#">trigger list and guidance available on planning web page</a>	<input type="checkbox"/>	<input type="checkbox"/>
Tree survey and report for all trees within application site or likely to be affected by proposed development	<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"/>
Parking and Access details required if application proposes changes to parking or access (must be shown on block plan or other drawings)	<input type="checkbox"/>	<input type="checkbox"/>
Pollution Impact Assessment and mitigation scheme (refer to Policy DM7 of LP3)	<input type="checkbox"/>	<input type="checkbox"/>
Transport Assessment/Travel Plan/Traffic Pollution Assessment/Low Emission Assessment – required for all development proposals that would give rise to significant levels of vehicle movement	<input type="checkbox"/>	<input type="checkbox"/>
Confirmation that proposal fits statutory definition of a caravan for all applications relating to a 'caravan' (see below)	<input type="checkbox"/>	<input type="checkbox"/>
ICNIRP Statement for all telecoms apparatus	<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: