



# VALIDATION CHECKLIST

## APPLICATION FOR PLANNING PERMISSION

Three copies of all documents unless stated otherwise or submitted electronically. This form must be completed in accordance with the Arun District Council Validation checklist National and Local list of requirements. Failure to complete all boxes will result in your application being returned as invalid.

|                                                   | YES                                 | N/A                                 |
|---------------------------------------------------|-------------------------------------|-------------------------------------|
| Completed form                                    | <input checked="" type="checkbox"/> |                                     |
| Completed Ownership Certificate                   | <input checked="" type="checkbox"/> |                                     |
| Agricultural Holdings Certificate                 | <input checked="" type="checkbox"/> |                                     |
| Design and Access Statement                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| The appropriate fee (if n/a, why?)                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Location plan                                     | <input checked="" type="checkbox"/> |                                     |
| Block or Site plan                                | <input checked="" type="checkbox"/> |                                     |
| Existing & Proposed Elevations                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Existing & Proposed Floor plans                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Street Scene Elevation                            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Sections and finished floor and site levels       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Existing & Proposed Roof plans                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <b>LOCAL REQUIREMENTS</b>                         | <b>YES</b>                          | <b>N/A</b>                          |
| Affordable Housing Statement                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Bin Storage and Collection Statement              | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Biodiversity Survey and Report                    | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Environmental Impact Assessment (EIA)             | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Flood Risk Assessment                             | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Heritage Statement                                | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Land contamination assessment                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Landscaping details                               | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Lighting Assessment                               | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Loss of Retail Use Statement: Viability Statement | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Noise assessment                                  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Open Space Assessment                             | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Parking Layout/Access plan                        | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Planning Statement                                | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Retail Impact Assessment                          | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Structural survey                                 | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Transport Assessment/travel plan                  | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Tree survey                                       | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Ventilation/extraction statement                  | <input type="checkbox"/>            | <input type="checkbox"/>            |



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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| <b>LOCAL REQUIREMENTS FOR SPECIFIC APPLICATION TYPES</b>                                                                                                                                                                                                                                                                                                           |                          |                          |
| <b>For open air cafes</b>                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input type="checkbox"/> |
| Site layout plan at scale of 1:100/1:200 detailing position of barrier(s), position of front and back edge of footway and position of all tables and chairs, and existing street furniture.                                                                                                                                                                        | <input type="checkbox"/> |                          |
| Elevations/materials of proposed barriers at scale of 1:50/1:100.                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> |                          |
| <b>For new external access ramps</b>                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> | <input type="checkbox"/> |
| Ground floor plan at scale of 1:50/1:100 detailing position and gradient of ramp                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> |                          |
| Drawing of barrier/handrails at scale of 1:20/1:50                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> |                          |
| <b>For residential conversions involving use of basements</b>                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Sections at 1:50 detailing both internal floor level of conversion and external ground level for minimum distance of 12 metres from external wall                                                                                                                                                                                                                  | <input type="checkbox"/> |                          |
| <b>For residential conversions involving use of roofspace</b>                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Internal section at 1:50 through roofspace demonstrating headroom and position of rooflights/other openings                                                                                                                                                                                                                                                        | <input type="checkbox"/> |                          |
| <b>For new shopfronts</b>                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input type="checkbox"/> |
| Section at 1:50 detailing projection of any signage, canopies and roller shutters                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Detailed specification of any proposed roller shutters including colour, materials and degree of permeability                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>For planning applications involving telecommunications development</b>                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input type="checkbox"/> |
| Evidence that the developer has given appropriate notice of the proposed development in accordance with A.3 (1) of Part 24 of Schedule 2 of the General Permitted Development Order 1995.                                                                                                                                                                          | <input type="checkbox"/> |                          |
| Where the proposed development consists of the installation of a mast within three kilometres of the perimeter of an airfield evidence that the developer has notified the Civil Aviation Authority, Secretary of State for Defence or the Aerodrome operator in accordance with A.3 (2) of Part 24 of Schedule 2 to the General Permitted Development Order 1995. | <input type="checkbox"/> |                          |
| Layout Plan at scale of 1:100/1:200 detailing position of structure.                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> |                          |
| Elevation Plan at scale of 1:50/1:100 detailing height of structure.                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> |                          |
| Section through structure at scale of 1:10/1:20 detailing width of structure.                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> |                          |
| Certificate/Statement confirming compliance with of ICNIRP (International Commission on Non-Ionizing Radiation Protection) and diagram indicating beam of greatest intensity.                                                                                                                                                                                      | <input type="checkbox"/> |                          |
| Existing and proposed coverage maps.                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> |                          |
| <b>Details of alternative sites</b> rejected with a justification for rejecting them: This should include existing masts, structures and other buildings within the search area.                                                                                                                                                                                   | <input type="checkbox"/> |                          |