The Local Validation Requirements Checklist
(must be submitted with an application)

July 2013

This checklist does not apply to householder applications made on the Householder 1APP form.

The checklist **MUST** be submitted and is for you to self-certify that your submission complies with the Local Validation Requirements List or to explain why you have not submitted the required information.

This checklist should be read together with the Government's publication *Guidance on information requirements and validation* (CLG March 2010) which is available here:
www.communities.gov.uk/publications/planningandbuilding/validationguidance.

This sets out the national validation requirements. These national requirements must be adhered to for all applications.

This checklist should be read and completed in accordance with the Local Validation List Requirements (LVL) list which can be seen here:
http://www.arun.gov.uk/documentHandler.cfm?dld=20907&pflag=docm93jijm4n20907.

The LVL sets out the circumstances in which you will need to submit information under the headings stated in this local validation checklist. Not all of the items listed will apply in every case and you are strongly advised to seek pre-application advice before submitting an application to determine the information requirements. Details of this service are available here:
http://www.arun.gov.uk/main.cfm?type=PREAPPLICATIONPLAN

This checklist **MUST** be completed and submitted with all applications or the application will be invalid. If the checklist is missing no further checking of the application will take place until the local validation checklist is received.

A completed Biodiversity Checklist must be submitted for all forms of planning applications (but not Listed Building Consent, advertisement applications, householder applications, non-material amendments, notification applications and applications for matters reserved by condition). The Biodiversity Checklist can be found here:
http://www.arun.gov.uk/documentHandler.cfm?dld=20119&pflag=docm93jijm4n20119.

If the Biodiversity Checklist is missing no further checking of the application will take place until it is received. Guidance on completion of the Biodiversity Checklist and biodiversity survey requirements can be found here:
http://www.arun.gov.uk/documentHandler.cfm?dld=20118&pflag=docm93jijm4n20118.

If the statements in column 1 and 2 of the LVL apply to your development you **MUST** provide the information required. You **MUST** indicate on the Validation Checklist that you have provided the information and where it is located within your submission (document name, file name, drawing number, page/section number etc). If you are not required to provide information in a particular category you should complete the Validation Checklist (put NO in the box) so that it is clear to us that you have carefully considered the LVL.

If the statements in column 1 and 2 of the LVL apply to your scheme, i.e. information is required and you have entered YES in the box, but you are not providing the information requirement you must enclose with your application a short written justification as to why the requirement is not appropriate in the particular circumstances.

Item	Required by the LVR	YES/NO	Additional Comment
1	Affordable Housing Statement	No	
2	Draft Planning Obligation	No	
3	Biodiversity Survey & Report	Yes	EAS Barn Owl Survey, EAS Bat Survey, EAS Phase 1 Habitat Survey
4	Land Contamination Assessment (LCA)	No	
5	Economic Development Statement	Yes	Business Plan
6	Retail Impact Assessment (RIA)	No	
7	Flood Risk Assessment	Yes	EAS Flood Risk Statement
8	Foul & Surface Water Drainage Statement	No	
9	Land Engineering Works Statement	No	
10	Landscaping Strategy	Yes	EAS Landscape & Visual Assessment
11	Lighting Assessment	No	
12	Noise/Extraction Assessment	No	
13	Bin Storage & Collection Provision	No	
14	Parking Plan	Yes	Proposed Site Plan
15	Planning Application Summary	No	
16	Street Scene	No	
17	Structural Survey & Conversion Method Statement	Yes	McCarey Simmonds Structural Survey
18	Telecommunications Development Statement	No	
19	Transport Assessment (TA)/Travel Plan (TP)	No	
20	Transport Statement (TS)	No	
21	Tree Survey & Arboricultural Implications	No	
22	Lidsey Foul Water – Environmental Assessment Statement	No	
23	Validation Checklist	Yes	
24	Plan & Drawing Requirements	Yes	Location Plan, Existing and Proposed Site, Elevation and Floor Plans