

**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=docm93ijim4n20907>

7.

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=docm93ijim4n20119>

9.

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:

Updated 08/05/2014

Item	Required by the LVR	YES/NO	Additional Comment
1	Affordable Housing Statement		N/A
2	Draft Planning Obligation	No	
3	Biodiversity Survey & Report	No	checklist included
4	Land Contamination Assessment (LCA)	No	
5	Economic Development Statement	No	
6	Retail Impact Assessment (RIA)	No	
7	Flood Risk Assessment	Yes	
8	Foul & Surface Water Drainage Statement	No	
9	Land Engineering Works Statement	No	
10	Landscaping Strategy	No	
11	Lighting Assessment	No	
12	Noise/Extraction Assessment	No	
13	Bin Storage & Collection Provision	Yes	on plan
14	Parking Plan	No	
15	Planning Application Summary	No	
16	Street Scene	No	
17	Structural Survey & Conversion Method Statement	No	
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	No	
24	Plan & Drawing Requirements	Yes	
25	Historic Environment Records Search	No	

Updated 08/05/2014

<http://www.arun.gov.uk/documentHandler.cfm?dld=20118&pflag=docm93jjm4n20118>.

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.

BIODIVERSITY CHECKLIST

Please complete this form having regard to the Biodiversity Checklist Notes, which can be found at:
<http://www.>

Site Address/Application Reference Number:

Bats

YES

NO

Has the site been surveyed for bats?

☐
☒

Are there any structures on site which have the potential to support roosting bats?

☐
☒

Structures with high potential include all agricultural buildings, buildings with weather boarding, tunnels, mines, ice houses, bridges, cliff faces with crevices and woodland. Further guidance can be found in 'Bat Surveys: Good Practice Guidelines' available from www.bats.org.uk and the Bat Mitigation Guidelines available from: www.naturalengland.org.uk/Images/Bat%20feb11_tcm6-21717.pdf

Are there any trees on the site which have the potential to support roosting bats?

☐
☒

Trees with high potential to support roosting bats include old and veteran trees and any tree with cracks or crevices. Where appropriate, foraging and commuting routes should be incorporated into the design of the scheme. Further guidance can be found in 'Bat Surveys: Good Practice Guidelines'

Barn Owls

YES

NO

Has the site been surveyed for barn owls?

☐
☒

Is there any evidence of barn owls nesting on or near the site or are there suitable nesting areas on the development site?

☐
☒

Barn owls often nest in farm buildings, dovecotes, bale stacks, hollow trees and a wide variety of derelict buildings. Barn owls require habitat which supports high number of small mammals including pasture, hedgerows and woodland. Further information can be found in 'Barn Owls On Site: A guide for developers' available at: www.naturalengland.org.uk/Images/barnowl-rpa_tcm6-12652.pdf

Breeding birds

YES

NO

Has the site been surveyed for breeding birds?

☐
☒

Will areas of hedgerow/scrub/woodland/trees or other features likely to be used by nesting birds be affected by the proposal?

☐
☒

If 'Yes' then mitigation measures to ensure occupied nests are protected should be included with the application.

Badgers

YES

NO

Has the site been surveyed for badgers?

☐
☒

Is there any evidence of badgers on or near the application site?

☐
☒

Are badgers commuting through the site to foraging areas?

☐
☒

Badgers use a wide variety of habitats and setts can be found in hedgerows, woodlands, scrub and field margins. Where appropriate, safe routes to foraging areas should be incorporated into the development proposals. Further information can be found in 'Badgers and Development' available at:

<http://naturalengland.etraderstores.com/NaturalEnglandShop/IN75>

Dormice

YES

NO

Has the site been surveyed for dormice?*

☐☒

Is there suitable habitat for dormice on, or close to the application site?*

☐☒

Dormice are found in a variety of habitats including ancient semi-natural woodland, scrub, young plantations (both broadleaved and coniferous) and hedgerows. Occasionally they are recorded in gorse scrub, heathland and alder trees in reedbeds. Further information can be found in The Dormouse Conservation Handbook available at:

<http://naturalengland.etraderstores.com/NaturalEnglandShop/IN29>

Great crested newts

YES

NO

Has the site been surveyed for great crested newts?*

☐☒

Is there suitable habitat for great crested newts on, or close to the application site?*

☐☒

Great crested newts are often recorded in ponds, reedbeds, ditches and mineral workings. Terrestrial habitat used by newts is varied and includes semi-natural grassland, woodland, hedgerows and pasture and are often found in urban sites including gardens. Further guidance on great crested newts can be found in the Great Crested Newt Mitigation Guidelines from:

<http://naturalengland.etraderstores.com/NaturalEnglandShop/Newt1>

and the Great Crested Newt Conservation Handbook available from: www.froglife.org/animals/greatcrestednewt.htm

Reptiles

YES

NO

Has the site been surveyed for reptiles?*

☐☒

Is there suitable habitat on the site for reptiles?*

☐☒

Reptiles use a variety of habitats including rough grassland, heathland, allotments, scrub, brownfield sites, field margins and abandoned gardens. Further information can be found in 'at

www.naturalengland.org.uk/burwork/regulation/wildlife/advice/advisoryleaflets.aspx#amphibians.