



# VALIDATION CHECKLIST

20/7/09

## 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?) <i>(e-submit)</i> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Location plan                                        | <input checked="" type="checkbox"/> |                                     |
| Block or Site plan                                   | <input checked="" type="checkbox"/> |                                     |
| Elevations                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Floor plans                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Sections and finished floor and site levels          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Roof plans                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <b>LOCAL REQUIREMENTS</b>                            | <b>YES</b>                          | <b>N/A</b>                          |
| Affordable Housing Statement                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Bin Storage and Collection Statement                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Biodiversity Survey and Report                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Environmental Impact Assessment (EIA)                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Flood Risk Assessment                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Heritage Statement                                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Land contamination assessment                        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Landscaping details                                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Lighting Assessment                                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Loss of Retail Use Statement: Viability Statement    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Noise assessment                                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Open Space Assessment                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Parking Layout/Access plan                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Planning Statement                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Retail Impact Assessment                             | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Structural survey                                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Transport Assessment/travel plan                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Tree survey                                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Ventilation/extraction statement                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |



## VALIDATION CHECKLIST

| <b>LOCAL REQUIREMENTS FOR SPECIFIC APPLICATION TYPES</b>                                                                                                                                                                                                                                                                                                           |                          |                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------|
| <b>For open air cafes</b>                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> |
| Elevations/materials of proposed barriers at scale of 1:50/1:100.                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <b>For new external access ramps</b>                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Ground floor plan at scale of 1:50/1:100 detailing position and gradient of ramp                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Drawing of barrier/handrails at scale of 1:20/1:50                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <b>For residential conversions involving use of basements</b>                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> |
| <b>For residential conversions involving use of roofspace</b>                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Internal section at 1:50 through roofspace demonstrating headroom and position of rooflights/other openings                                                                                                                                                                                                                                                        | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <b>For new shopfronts</b>                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Section at 1:50 detailing projection of any signage, canopies and roller shutters                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Detailed specification of any proposed roller shutters including colour, materials and degree of permeability                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <b>For planning applications involving telecommunications development</b>                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> |
| Layout Plan at scale of 1:100/1:200 detailing position of structure.                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Elevation Plan at scale of 1:50/1:100 detailing height of structure.                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Section through structure at scale of 1:10/1:20 detailing width of structure.                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> |
| Existing and proposed coverage maps.                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> |