αβχδ VALIDATION CHECKLIST

LOCAL REQUIREMENTS FOR SPECIFIC APPLICATION TYPES		
For open air cafes	☐	☑
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.	☐	
Elevations/materials of proposed barriers at scale of 1:50/1:100.	☐	
For new external access ramps	☐	☑
Ground floor plan at scale of 1:50/1:100 detailing position and gradient of ramp	☐	
Drawing of barrier/handrails at scale of 1:20/1:50	☐	
For residential conversions involving use of basements	☐	☑
Sections at 1:50 detailing both internal floor level of conversion and external ground level for minimum distance of 12 metres from external wall	☐	
For residential conversions involving use of roofspace	☐	☑
Internal section at 1:50 through roofspace demonstrating headroom and position of rooflights/other openings	☐	
For new shopfronts	☐	☑
Section at 1:50 detailing projection of any signage, canopies and roller shutters	☐	☑
Detailed specification of any proposed roller shutters including colour, materials and degree of permeability	☐	☑
For planning applications involving telecommunications development	☐	☑
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.	☐	
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.	☐	
Layout Plan at scale of 1:100/1:200 detailing position of structure.	☐	
Elevation Plan at scale of 1:50/1:100 detailing height of structure.	☐	
Section through structure at scale of 1:10/1:20 detailing width of structure.	☐	
Certificate/Statement confirming compliance with of ICNIRP (International Commission on Non-Ionizing Radiation Protection) and diagram indicating beam of greatest intensity.	☐	
Existing and proposed coverage maps.	☐	
Details of alternative sites rejected with a justification for rejecting them: This should include existing masts, structures and other buildings within the search area.	☐	

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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	☑	
Completed Ownership Certificate	☑	
Agricultural Holdings Certificate	☑	
Design and Access Statement	☑	☐
The appropriate fee (if n/a, why?)	☑	☐
Location plan	☑	
Block or Site plan	☑	
Existing & Proposed Elevations	☑	☐
Existing & Proposed Floor plans	☑	☐
Street Scene Elevation	☑	☐
Sections and finished floor and site levels	☐	☑
Existing & Proposed Roof plans	☑	☐

LOCAL REQUIREMENTS	YES	N/A
Affordable Housing Statement	☐	☑
Bin Storage and Collection Statement	☐	☑
Biodiversity Survey and Report	☑	☐
Environmental Impact Assessment (EIA)	☑	☐
Flood Risk Assessment	☑	☐
Heritage Statement	☐	☑
Land contamination assessment	☐	☑
Landscaping details	☐	☑
Lighting Assessment	☐	☑
Loss of Retail Use Statement: Viability Statement	☐	☑
Noise assessment	☐	☑
Open Space Assessment	☐	☑
Parking Layout/Access plan	☑	☐
Planning Statement	☐	☑
Retail Impact Assessment	☐	☑
Structural survey	☐	☑
Transport Assessment/travel plan	☐	☑
Tree survey	☐	☑
Ventilation/extraction statement	☐	☑

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BIODIVERSITY CHECKLIST

See Ecological Report?

Please complete this form having regard to the Biodiversity Checklist Notes, which can be found at:
http://www.arun.gov.uk/documentHandler.cfm?dld=20118&pflag=docm93jijm4n20118.

Site Address/Application Reference Number: P/107/16/PL

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://publications.naturalengland.org.uk/publication/80018?category=32020

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://publications.naturalengland.org.uk/publication/810429?category=30014
and the Great Crested Newt Conservation Handbook available from:
http://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 at: See report

http://www.naturalengland.org.uk/Images/Reptiles_tcm6-21712.pdf

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:
http://www.naturalengland.org.uk/ourwork/regulation/wildlife/species/bats.aspx

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:
http://publications.naturalengland.org.uk/publication/76007?category=40030

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?*	☑	☑

See report

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://www.naturalengland.org.uk/ourwork/regulation/wildlife/species/badgers.aspx