

10. LOCAL VALIDATION LIST (JEN)

A 'Validation List' is the list of items that must be submitted with a planning application in order for it to be registered.

Validation requirements are not intended to be an exhaustive assessment of exactly what will be required to determine every application. In many circumstances, additional information will be requested in the course of dealing with an application in order to properly assess the impacts of the proposal.

The National List

The national validation list requirements include that the following be submitted with a planning application:

- Completed application form
- Correct application fee
- Ownership certificate
- Agricultural holdings certificate
- Design and Access statement
- Site location plan
- Other plans and drawings necessary to describe the application
- Environmental Statement where applicable

Failure to supply the above information will result in the application being declared invalid. However, Planning Authorities are unable, to treat applications as invalid if they meet these statutory requirements, unless and until they have adopted a local list of further information requirements.

Local List

Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 11(3)(c) of the Town and County Planning (Development Management Procedure) (England) Order 2015 as well as the National Planning Policy Framework (NPPF) states that local planning authorities should publish a list of their information requirements for planning applications and that this list, known as the "local validation checklist", should be reviewed every two years. This list should be subject to consultation and should be published on the local planning authority's website.

Section 62 requires that information requested by a local planning authority for submission with a particular planning application must be:

- reasonable having regard, in particular, to the nature and scale of the proposed development; and
- about a matter which it is reasonable to think will be a material consideration in the determination of the application.

Regard has been had to these tests in producing the local validation checklist proposed below.

Proposal

A local validation list has been prepared and circulated amongst colleagues. It is set out in the recommendation below.

RECOMMENDATION

To APPROVE the adoption of the Local Validation Checklist as set out below:

- A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North
- Block plan of the site (at a scale of 1:500 or 1:200) showing any site boundaries
- Existing and proposed elevations (at a scale of 1:50 or 1:100)
- Existing and proposed floor plans (at a scale of 1:50 or 1:100)
- For new buildings: existing and proposed site sections, and finished floor and site levels (at a scale of 1:50 or 1:100)
- Roof plans where changes are proposed (at a scale of 1:50 or 1:100)
- Supporting Statement or Design and Access Statement to describe the proposal
- Flood Risk Assessment
Please go to <https://www.gov.uk/guidance/flood-risk-assessment-standing-advice> to check if an FRA is required for your scheme
- Completed Protected Species form and Wildlife and Protected Species report where the form indicates this is required.
- Design and Access Statement for certain works, as per PPG July 2018 including mini heritage statement
- Tree survey where trees will be removed
- **For listed building applications only** - Plans to a scale of not less than 1:20 showing full details of all new features including doors, windows, shopfronts, panelling, fireplaces, plaster moulding, staircases and other decorative details
- The appropriate fee. (Cheque's made payable to the 'Peak District National Park Authority')

Human Rights

Any human rights issues have been considered and addressed in the preparation of this report.

List of Background Papers (not previously published)

Protected Species Form – Annex1

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