



## APPLICATION VALIDATION CHECKLIST

### Full/Outline Planning Application and Approval of Reserved Matters

Please use this checklist to ensure that you have supplied all the information necessary to validate your application.

National Requirement	Tick box to confirm you have included:		
Completed Application Forms	<input type="checkbox"/>		
Site Location Plan	<input type="checkbox"/>		
Other Plans/Information necessary to fully describe the development	<input type="checkbox"/>		
Ownership/Agricultural Holdings Certificate (not required for Reserved Matters)	<input type="checkbox"/>	or N/A	<input type="checkbox"/>
Design and Access Statement (except for changes of use and engineering operations)	<input type="checkbox"/>	or N/A	<input type="checkbox"/>
Application Fee (if required)	<input type="checkbox"/>	or N/A	<input type="checkbox"/>

In addition to the information above, you may also need to provide one or more of the documents listed below. Place 'Y' in the 'required' column if your proposed development falls within **one or more** of the criteria listed below the document name, or if you have been advised in written pre-application advice from the City Council that a particular document is required. It is acceptable to combine more than one requirement into a single document (you may wish to supply a comprehensive planning statement covering many of the requirements, for example) but please use the document reference column to identify where the relevant information can be found. For more information about any of the documents or for a full explanation of the criteria and any abbreviations used please refer to the Nottingham City Council Validation Requirements for Planning Applications document or contact Development Management on **0115 8764447**.

Document/Information Requirement	Required (Y/N)?	Document Reference:
<b>Affordable Housing Statement</b> <ul style="list-style-type: none"> <li>Development involving 25 residential dwellings or more</li> <li>Outline applications for residential development on sites of 1Ha or more</li> </ul>	<input type="checkbox"/>	
<b>Air Quality Assessment</b> <ul style="list-style-type: none"> <li>Major developments within or adjoining Air Quality Management Areas</li> </ul>	<input type="checkbox"/>	
<b>Biodiversity Survey and Report</b> <ul style="list-style-type: none"> <li>All developments within or with site boundaries within 100m of SSSIs, SINCS, Local Nature Reserves and Ancient Woodland</li> <li>All major developments</li> <li>Loft conversions and works to the roofs of Listed Buildings</li> <li>Proposals involving demolition</li> </ul>	<input type="checkbox"/>	
<b>Energy Statement</b> <ul style="list-style-type: none"> <li>All major developments</li> </ul>	<input type="checkbox"/>	
<b>Environmental Statement</b> <ul style="list-style-type: none"> <li>All developments specified within Schedule 1 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999</li> <li>Developments specified in Schedule 2 of the Regulations that are likely to have significant effects on the environment by virtue of factors such as its nature, size or location</li> </ul>	<input type="checkbox"/>	
<b>Flood Risk Assessment</b> <ul style="list-style-type: none"> <li>Development proposals of 1 hectare or greater in Flood Zone 1</li> <li>Proposals for new development located in Flood Zones 2 and 3</li> </ul>	<input type="checkbox"/>	
<b>Foul Sewage/Utilities Assessment</b> <ul style="list-style-type: none"> <li>All major developments</li> </ul>	<input type="checkbox"/>	
<b>Heritage Statement</b> <ul style="list-style-type: none"> <li>All development and works affecting Listed Buildings</li> <li>All development within an Archaeological Constraint area</li> <li>All development affecting Scheduled Ancient Monuments</li> <li>All applications for Conservation Area Consent</li> </ul>	<input type="checkbox"/>	
<b>Land Contamination Assessment</b> <ul style="list-style-type: none"> <li>All development on brownfield sites where previous uses of the site or immediate surrounding land are likely to have caused contamination</li> <li>Development on or within 250m of an existing or known former landfill site</li> </ul>	<input type="checkbox"/>	
<b>Landscaping Details</b> <ul style="list-style-type: none"> <li>All full applications (and outline applications where landscaping is not a reserved matter) for major developments</li> </ul>	<input type="checkbox"/>	

Document/Information Requirement	Required (Y/N)?	Document Reference:
<b>Lighting Assessment</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All developments involving the erection of floodlighting</li> <li>All developments involving the creation of new roads and public spaces</li> </ul>		
<b>Noise Assessment</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Industrial and warehouse development falling within classes B2 and B8</li> <li>Night clubs, and other entertainment uses falling within class D2</li> <li>Pubs, bars and other drinking establishments falling within Class A4</li> <li>New residential development adjacent to main roads and railways</li> </ul>		
<b>Open Space Assessment</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All residential developments of 12 dwellings or more</li> <li>All developments within the Open Space Network as defined on the Nottingham Local Plan Proposals Map</li> <li>All developments on existing playing fields</li> </ul>		
<b>Parking Provision</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All new dwellings, including conversions of existing buildings</li> <li>All development involving new non-residential floorspace</li> <li>All changes of use</li> </ul>		
<b>Photographs and Photomontages</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All major developments</li> <li>New infill development in conservation areas or adjacent to listed buildings</li> </ul>		
<b>Planning Obligations (Section 106 Agreement)- Draft Head(s) of Terms</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Residential developments of 12 dwellings or more, or 0.5Ha site area or more</li> <li>Major retail and employment development</li> <li>Developments including purpose-built student accommodation</li> <li>Developments where a requirement for a Planning Obligation is highlighted in a development brief or other published planning guidance document</li> </ul>		
<b>Site Waste Management Plan</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All major developments</li> </ul>		
<b>Statement of Community Involvement</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All large-scale major developments</li> </ul>		
<b>Structural Survey</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Development involving structural alterations through the conversion of a listed building to an alternative use</li> <li>Development or works to listed buildings involving demolition of all or part of the building/structure</li> <li>Proposed demolition of an unlisted building in a conservation area</li> </ul>		
<b>Town Centre Uses- Evidence to Accompany Applications</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>development including retail (including warehouse clubs and factory outlet centres), leisure, entertainment facilities, and the more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night-clubs, casinos, health and fitness centres, indoor bowling centres, and bingo halls)</li> <li>offices, both commercial and those of public bodies</li> <li>arts, culture and tourism (theatres, museums, galleries and concert halls, hotels, and conference facilities)</li> </ul>		
<b>Transport Assessment</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All major developments comprising jobs, shopping, leisure and services (using the thresholds as set out in the Validation Requirements document)</li> <li>Large-scale major residential developments</li> <li>Smaller developments comprising jobs, shopping, leisure and services which would generate significant amounts of travel in, or near to, air quality management areas</li> <li>New and expanded school facilities</li> </ul>		
<b>Travel Plan</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>All major developments comprising jobs, shopping, leisure and services (using the thresholds as set out in the Validation Requirements document)</li> <li>Smaller developments comprising jobs, shopping, leisure and services which would generate significant amounts of travel in, or near to, air quality management areas</li> <li>New and expanded school facilities</li> </ul>		
<b>Tree Survey/Arboricultural Implications</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Development directly affecting existing trees within or adjacent to the site boundaries</li> </ul>		
<b>Ventilation/Extraction Statement</b>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Development involving the erection of, or change of use of premises to, a use falling within class A3,A4, A5, B1, B2 and B8</li> </ul>		

**Other Documents**

Use the space below to list any other documents you are providing in support of your application:

**If your planning application is for landfill or telecommunications development please refer to the Validation Requirements for Planning Applications document to ensure that you have supplied all necessary documentation.**