**Full Planning Permission**

ENPA Planning Admin

 Validation Checklist

|  |  |
| --- | --- |
| **Validation Ref No:** |  |
| **Date of Admin Validation:** |  | **Administrator:** |  |
| **Date of Officer Validation:** |  | **Validation Planning Officer:** |  |
| **Valid:** | **YES/NO** | **Valid Date:** |  | **Date Returned:** |  |
| **Application Case Officer:** |  | **Screening Assessment Required** | **YES/NO** |
|  |  |  |
| **Site Address** |  |
| **Proposal** | Proposed… | **YES/NO** |
|  |
| **Constraints Checked** |
| **Parish** |  | **Conservation Area** | YES/NO |
| **Listed Building** | YES/NO | **Rights of Way** | YES/NO |
| **Flood Zones** | YES/NO | **SSSI Site (within 5km)** | YES – SCAIL assessment required/NO |
| **SAC (within 10km)** | YES – SCAIL assessment required/NO | **Local/County Wildlife Site** | YES – survey required/NO |
| **Major Criteria** |
| **Dwellings** | **All other development** |
| 10 or more dwellings or site area of 0.5 ha or more | Floorspace more than 1000sqm or site area of 1 ha or more |

|  |
| --- |
| **National Requirements** |
| **Checklist Item** | **Admin Comment** | **Officer Comment** |
| Application Form |  |  |
| Design & Access Statement |  |  |
| Location Plan |  |  |
| Site Plan |  |  |
| Existing Elevations |  |  |
| Proposed Elevations |  |  |
| Existing Floor Plans |  |  |
| Proposed Floor Plans |  |  |
| Site Sections |  |  |
| Finished Floor and Site Levels |  |  |
| Roof Plan |  |  |
| Ownership Certificate |  |  |
| Fee |  |  |
| Local Requirements |
| **Checklist Item** | **Admin Comment** | **Officer Comment** |
| Planning Statement |   |  |
| Heritage Statement |  |  |
| Flood Information |  |  |
| Lighting Assessment |  |  |
| Foul Sewage & Surface Water Assessment |  |  |
| Photographs |  |  |
| Tree Survey |  |  |
| Sustainability & Renewable Energy Statement |  |  |
| Excavated Material Assessment |  |  |
| Landscaping |  |  |
| Biodiversity Checklist/Wildlife Surveys |  |  |
| BNG:* **If exempt:**
* Reason for exemption (potential habitat maps)
* **If applies:**
* Completed Metric
* BNG Report/Statement
* Habitat Maps – existing & proposed
 |  |  |
| Misc |  |  |
| For Housing Proposals |
| Affordable Housing Statement |  |  |
| For Building Conversion work to residential use |
| Structural Survey |  |  |
| For Uses falling within Classen/as A3 (Restaurants & Cafes), A4 (Drinking Establishments) and A5 (Hot Food Takeaways |
| Ventilation Extraction Statement |  |  |
| For Farming Proposals |
| Agricultural Justification |  |  |