Validation checklist for: Application for prior notification of proposed demolition

Please note that all matters on this validation checklist are considered important in the consideration of this application type. If you do not include an item listed but do not provide a separate statement or justification for its non-inclusion, your application may be made invalid. We will endeavour to notify you as soon as possible of any additional requirements that may be identified by our usual constraints checking processes.

National Requirements

Government Guidance on the National list can be found by using the following link:
https://www.gov.uk/guidance/making-an-application#Validation-requirements-for-planning-permission

Information Required *Best practice guide to maps and plans https://ecab.planningportal.co.uk/uploads/1app/maps_plans_and_planning_apps.pdf*	
Completed form	
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*	
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*	
Location plan (at a scale of 1:1250 or 1:2500) with red line around entire site, any adjoining land owned or controlled by applicant in blue, showing at least two named roads where possible, scale bar and the direction of north.	
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*	
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*	

Information Required
Appropriate fee *Government Guidance on the fees and fee calculations can be found by using the following link:* **https://www.gov.uk/guidance/fees-for-planning-applications**

Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*	
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*	

A statement that the applicant has displayed a site notice in accordance with A.2(b)(iii) of Part 31 f Schedule 2 to the General Permitted Development Order 1995 (As Amended)	
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*	
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*	

Local Validation Requirements

Notes July 2019

Links to South Downs Local Plan policies will be updated in the weeks following adoption of the Plan. In the meantime, all policies in the Submission Local Plan may be found here https://www.southdowns.gov.uk/planning/national-park-local-plan/ .

For the purposes of the Local List, the definition of Major Development is as set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).

Additional Plans - The national requirements note the need for a location plan and "others as necessary" with the reliance on the local requirements to detail what those are. For the avoidance of doubt the local requirements are: • Block plan including site access details, scale bar, key dimensions (distance of the development from the boundaries of the site and size of the building), original paper size and a north point. • Existing and proposed elevations and floor plans in full (including outbuildings) • Existing and proposed site sections and finished floor and site levels and datum point (1:50 or 1:100) (In all cases where proposals involve a change in ground levels or is on a sloping site). • Roof plans (Required for all applications involving extensions to roof forms and new buildings).	
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*	
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*	

Information Required	Types of application/development for which the information is required	Submission South Downs Local Plan Policy Reference & links to national policy / guidance
Air Quality Assessment	All applications for major development where traffic generation, bio-aerosols, or odour is increased and/or the development is likely to affect or cause the declaration of an Air Quality Management Area, including through cumulative impact.	Policy SD54 Pollution and Air Quality (& Explanatory Text 7.324 – 7.328) Planning Practice Guidance (Web Link) NPPF – Chapters 9 and 15 (Web Link) Defra Air Quality Management Area Maps (Web Link) Air Quality and Emissions Mitigation Guidance for Sussex (Opens PDF)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		
Biodiversity Survey and Report/ Environmental Impact Assessment/ Ecological Impact Assessment/Geodiversity/International Sites	All applications for development within or adjacent to, or would have an impact on priority species as detailed on Section 41 of the Natural Environment and Rural Communities Act 2006, or within, adjacent to, or would have an impact upon one or a combination of the following sites: Local Wildlife sites (SINCS & SNCIs), Local Nature Reserves, National Nature Reserves, SSSIs, internationally designated sites and/or where there is a reasonable likelihood of protected species and/or their habitats/notable habitats.	Policy SD9: Biodiversity and Geodiversity (& Explanatory text 5.70-5.87) Policy SD10 International Sites (& Explanatory text 5.88-5.95 Useful links for biodiversity (Web Link) Sussex Biological Records Centre (Web Link) Hampshire Biodiversity Centre (Web Link) Biodiversity – Code of Practice for Planning and Development BS42020 (Web Link) Natural Environment and Rural Communities Act 2006(Section 41) (Web Link)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		

Information Required	Types of application/development for which the information is required	Submission South Downs Local Plan Policy Reference & links to national policy / guidance
Community Infrastructure Levy • **Additional information form** • **Form 1 -Assumption of Liability** • **Form 2 – Claiming Exemption or relief**	All householder, minor and major applications (including S73 applications), prior approvals for change of use to residential and existing lawful use development applications.	Policy SD42: Infrastructure (& Explanatory text 7.217-7.227) SDNPA Community Infrastructure Levy (Web Link)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		
Ecosystem Services Statement	All applications	Policy SD2: Ecosystem Services (& Explanatory text 4.12 4.17 & Figure 4.2) Ecosystem Services Guidance Note (Householder) (Opens PDF) Ecosystem Service Guidance Note (All other applications) (Opens PDF)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		

Information Required	Types of application/development for which the information is required	Submission South Downs Local Plan Policy Reference & links to national policy / guidance
Heritage statement in accordance with SDNPA Guidance, (to include Archaeological Assessment)	All applications for development affecting a designated heritage asset or any undesignated heritage asset recognised as such by the SDNPA, or its setting. Heritage assets include but are not restricted to listed buildings, scheduled monuments and other archaeological sites, Conservation Areas, Historic Parks and Gardens and other historic landscapes, and historic battlefields. Heritage statements must follow the SDNPA's Heritage Statement Guidance	SD12: Historic Environment (& Explanatory text 5.107-5.118) SD13: Listed Buildings (& Explanatory text 5.119-5.122) SD14: Climate Change Mitigation and Adaptation of Historic Buildings (& Explanatory text 5.123-5.126) SD15: Conservation Areas(& Explanatory text 5.127-5.129) SD16: Archaeology (& Explanatory text 5.130-5.140) SDNPA integrated guidance: Advice to Homeholders and their agents' (Opens PDF) NPPF - Chapters 15 and 16 Government guidance on Heritage Statements (Web Link) https://www.historicengland.org.uk/services-skills/our-planning-services/charter/ (Web Link) https://www.hants.gov.uk/landplanningandenvironment/environment/landscape (Web Link) SDNPA Guidance on Heritage Statements (Web Link)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		
Soils Management Plan	All applications for development where the movement of top and/or subsoils is proposed	NPPF – All development, but specifically refer to Chapter 15 (Web Link)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
Not Included ☐ *If not included, please provide justification here as to why you do not consider this necessary.*		

Information Required	Types of application/development for which the information is required	Submission South Downs Local Plan Policy Reference & links to national policy / guidance
Tree Survey/Arboricultural Assessment/Arboricultural Method Statement and Tree Protection Plan	All applications for development affecting trees unless accurate completion of the SDNPA checklist demonstrates no adverse impact on trees	Policy SD11: Trees, Woodlands and Hedgerows (& Explanatory text 5.96-5.102) SDNPA Advice To Homeholders and Their Agents' (Opens PDF) Bat Conservation Trust – Bats and Trees Guidance (Opens PDF) Wild birds: protection and licences (Web Link)
Included ☐ *If included, please specify here the name of the document. If embedded within a document, please give the name and page numbers where this can be seen.*		
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