

V4 VALIDATION REQUIREMENTS:

APPLICATIONS FOR OUTLINE PLANNING PERMISSION

The following form should be completed with your application to ensure all the required information is submitted. Failure to submit any of the requirements will render your application invalid and it will not be registered.

Where an application is not accompanied by 'Local list' requirements a written justification must be produced by a suitably qualified person(s) giving reasons why it is not appropriate in that particular circumstance. In such cases the Council will consider the justification and where it is agreed, the application will be registered. However, if insufficient justification is provided, the Council will declare the application invalid and provide written reasons for the decision.

The list of local requirements is not exhaustive and the local planning authority can still request further information post-validation. Accordingly, an application can still be declared valid and then refused on the grounds of inadequate information.

Supplementary Guidance is available on the Council website which gives more detail of these requirements.

How To Use This Form

You should first identify which Local Plan your development will be subject to as there are different requirements based on the policies within the various development plans. These are based on the former Boroughs of Congleton, Crewe and Nantwich and Macclesfield, and the former Cheshire County Waste and Mineral Plans.

KEY: The following indicates that the information requirement is necessary where your development falls within that area.

CBC	Congleton Borough Council Local Plan First Review. Adopted January 2005
CNBC	The Borough of Crewe and Nantwich Replacement Local Plan 2011
MBC	Macclesfield Local Plan
All	Required in all cases

			TICK, CROSS OR N/A
1. FORMS			
Correct National Standard Application Form (original and 3 copies unless submitted electronically)			
All signed and dated			
All relevant questions answered correctly			
2. PLANS			
Original and 3 copies of all plans and drawings necessary to describe the subject of the application. All detailed drawings should include a scale bar where appropriate.			
Location Plan at a scale of 1:1250 or 1:2500 to show:	All	The direction of North	
		Application site edged red/other land owned by the applicant edged blue	
		Wherever possible, at least 2 named roads and surrounding buildings	

Site Plan at a scale of 1:500 or 1:200 to show:	All	The direction of North	
		The development in relation to site boundaries and existing buildings on the site with written dimensions.	
		All buildings, roads and footpaths on land adjoining the site, including access arrangements	
		All public rights of way crossing or adjoining the site	
		The position of all trees on the site and those on adjacent land which could be affected by the development	
		The extent of any hard surfacing	
		Boundary treatment where proposed	
Block Plan at a scale of 1:100 or 1:200 to show:	All	Any site boundaries	
		The position of any building or structure on the other side of such boundaries	
		The type and height of boundary treatment	
As a minimum, applications should always include information on:	All	Use – the use or uses proposed for the development and any distinct development zones within the site identified.	
		Amount of development – the amount of development proposed for each use.	
		Indicative layout – an indicative layout with separate development zones proposed within the site boundary where appropriate.	
		Scale parameters – an indication of the upper and lower limits for height, width and length of each building within the site boundary.	
		Indicative access points – an area or areas in which the access point or points to the site will be situated.	
		Where existing walls or buildings are to be demolished these should be clearly shown	
3. CERTIFICATES			
Ownership Certificate Completed	All	Required whether or not the site includes an agricultural holding	
Agricultural Holdings Certificate Completed	All	Required whether or not the site includes an agricultural holding	
4. FEE			
Appropriate fee. For guidance refer to Circular 04/2008: Planning Related Fees.			
5. DESIGN AND ACCESS STATEMENT			
If required. For guidance refer to paragraphs 68 to 71 of Circular 01/2006: Guidance On Changes To The Development Control System.			

6. LOCAL REQUIREMENTS			
PLEASE COMPLETE SECTION 6A OR 6B DEPENDING ON THE TYPE OF APPLICATION YOU ARE MAKING. IF YOUR APPLICATION IS FOR A MIXED USE SCHEME YOU WILL NEED TO CONSIDER THE REQUIREMENTS OF BOTH SECTIONS A AND B			
6.A. RESIDENTIAL DEVELOPMENT	YOU SHOULD COMPLETE SECTION 6.A IF THE PROPOSAL IS FOR RESIDENTIAL DEVELOPMENT		
Affordable Housing Statement, where:	All	The proposal is for affordable rural exceptions housing, or;	
		The development is within a village where the population is 3,000 or less and the proposal is for more than 1 unit.	
	CNBC & MBC	The proposal is for development of 15 or more units or;	
		The proposal is for development of a site greater than 0.5 hectares in size.	
	CBC	The proposal is for development of 25 or more units or;	
		The proposal is for development of a site area over 1.0 hectare.	
Air Quality Assessment, where:	All	The development is within or immediately adjacent to an Air Quality Management Area or;	
		The development is for more than 100 dwellings within 100 metres of an Air Quality Management Area.	
Biodiversity and Geodiversity Conservation Statement, where:	All	The development affects any of the designated sites (SSSI's, SBI's etc) identified in the relevant development plan or;	
		The application involves any of the types of development identified in Table 1 of the <i>Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement</i> .	
Climate Change and Sustainability	All	Design and Access Statements, or separate Planning Statements shall state how the development addresses the Key Planning Objectives of PPS1 and advice from the RSS on Climate Change.	
	MBC	Where appropriate, complete the associated housing sustainability checklist form PPS3,.	
Employment Statement where:	CBC	The development involves the loss of an existing commercial use in accordance with Policy E10 of the adopted Congleton Local Plan First Review	
Flood Risk Assessment, where:	All	The development meets the criteria set out in the Environment Agency's Flood Risk Standing Advice	
Heritage Statement, where:	All	The development affects a designated site or its setting (scheduled monuments, listed buildings and structures, conservation areas, historic parks and gardens, and historic battlefields) or;	
		The development involves ground disturbance in an Area of Archaeological Potential as defined in the development plan or;	
		The proposal affects a locally listed building or is within the curtilage or setting of a locally listed building or structure.	
Land Contamination Assessment	All	In accordance with PPS23, Annex 2, paragraphs 2.17 and 2.33.	
Noise Impact Assessment, where the proposal will result in a residential use adjacent to:	All	A use falling within Use Class B1(c), B2 or B8 or;	
		a railway line or;	
		a busy road (i.e. Motorways, Dual Carriageways and A-Roads).	

Open Space Assessment, where:	All	The development will result in the loss of Open Space as identified in the relevant development plan.	
	CNBC	The proposal is for development of more than 20 dwellings, where the development is within the boundaries of the Borough of Crewe and Nantwich Replacement Local Plan 2011	
	CBC	The proposal is for development that would necessitate public open space contributions as set out in Congleton Borough Council SPG1: Provision of Public Open Space in New Residential Development	
Planning Obligations, where:	MBC	The development meets the criteria within The Macclesfield Borough Council <i>Supplementary Planning Guidance on S106 (Planning Agreements)</i> and Code of Practice (for example more than 6 dwellings, 1000 sqm). Draft Heads of Terms and Certificate of Title shall be submitted.	
	CBC	The development requires a s106 contribution in line with Policies in the Congleton Borough Council Local Plan First Review and associated SPG. Draft Heads of Terms and Certificate of Title shall be submitted.	
Site Waste Management Plan, where:	All	The development is for 50 or more dwellings	
Structural Survey, where:	All	The proposal involves the conversion of a building within the open countryside or green belt (as defined on the proposals map of relevant development plan) not previously used for residential purposes.	
Tree Survey/ Arboricultural Implications, where:	All	There is a tree(s) on the site subject to a Tree Preservation Order (TPO) or;	
	All	The site is within a conservation area.	
Transport Assessment/ Statement, where:	All	The proposal meets the threshold identified in appendix B of the Department for Transport Guidance on Transport Assessment (or as amended)	
6.B. NON-RESIDENTIAL DEVELOPMENT	YOU SHOULD COMPLETE SECTION 6.B IF THE PROPOSAL IS FOR NON-RESIDENTIAL DEVELOPMENT		
Air Quality Assessment, where the development:	All	Is within or immediately adjacent to an Air Quality Management Area or;	
		Has more than 10 parking spaces within 100 metres of an Air Quality Management Area or;	
		Has more than 300 parking spaces within 500 metres of an Air Quality Management Area.	
Biodiversity and Geodiversity Conservation Statement, Where:	All	The application involves any of the types of development identified in Table 1 of the <i>Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement</i> .	
		The development affects any of the designated sites (SSSI's, SBI's etc) identified in the relevant development plan.	
Climate Change and Sustainability	All	Design and Access Statements, or separate Planning Statements shall state how the development addresses the Key Planning Objectives of PPS1 and advice from the RSS on Climate Change.	
Draft Travel Plan, where:	All	The proposal meets any of the thresholds as identified in Annex D of Planning Policy Guidance 13 (or as amended).	
Employment Statement where:	CBC	The development involves the loss of an existing commercial use as identified in Policy E10 of the adopted Congleton Local Plan First Review.	
Flood Risk Assessment, where	All	The development meets the criteria set out in the Environment Agency's Flood Risk Standing Advice.	

Heritage Statement, where:	All	The development affects a designated site or its setting (scheduled monuments, listed buildings and structures, conservation areas, historic parks and gardens, and historic battlefields).	
		The development involves ground disturbance in an Area of Archaeological Potential as defined in the development plan.	
		The proposal affects a locally listed building or is within the curtilage or setting of a locally listed building or structure.	
Land Contamination Assessment	All	In accordance with PPS23, Annex 2, paragraphs 2.17 and 2.33.	
Noise Impact Assessment, where:	All	The proposal will result in a use falling within Use Class B1(c), B2 or B8 adjacent to a residential use.	
Open Space Assessment, where:	All	The development will result in the loss of Open Space as identified in the relevant development plan.	
Planning Obligations, where:	MBC	The development is within the boundaries of the Macclesfield Borough Local Plan 2004 and meets the criteria within The Macclesfield Borough Council <i>Supplementary Planning Guidance on S106 (Planning Agreements)</i> and Code of Practice (for example more than 6 dwellings, 1000 sqm). Draft Heads of Terms and Certificate of Title shall be submitted.	
	CBC	The development requires a s106 contribution in line with Policies in the Congleton Borough Council Local Plan First Review and associated SPG. Draft Heads of Terms and Certificate of Title shall be submitted.	
Retail Impact Assessment, where:	All	The scale and nature of the proposal requires it, in accordance with paragraph 3.4 of PPS6.	
Site Waste Management Plan, where:	All	The development is for a shopping centre or facility where the floorspace of existing and new development amounts to 2,500 square metres or more	
		The development is for business, industrial, distribution or storage uses involving a net increase in floorspace of 5,000 square metres or more	
		The proposal is for a significant transport, leisure, recreation, tourist or community facility	
Transport Assessment/ Statement, where:	All	The proposal meets any of the thresholds identified in appendix B of the Department for Transport Guidance on Transport Assessments (or as amended).	
Tree Survey/ Arboricultural Implications, where:	All	There is a tree(s) on the site subject to a Tree Preservation Order (TPO).	
		The site is within a conservation area.	
Ventilation/ Extraction Statement, where:	All	The proposal is for the use of the premises for purposes within Use Classes A3, A4 and A5 or garaging.	
		The proposal is for the use of the premises for food manufacturing and/or food processing.	

Notes/Explanation: (Please add any further comments to support the above submissions)