



Vale of White Horse District Council – Planning Services

Validation Checklist for applications for Planning Permission and Advertisement Consent

Please submit this list with your completed application.
The following plans or information **MUST** be provided:

Requirement	Tick if provided ✓	
	Yes	No
Completed Application Form		
Completed Certificate of Ownership (A, B, C or D) (included on the Application Form)		
Completed Agricultural Holdings Certificate (included on the Application Form)		
Design and Access Statement		
Site Location Plan (at a scale of 1:1250 or 1:2500)		
Block Plan (at a scale of 1:500 or 1:200)		
Existing and Proposed Elevations (at a scale of 1:50 or 1:100)		
Existing and Proposed Floor Plans and (at a scale of 1:50 or 1:100)		
Roof Plan (at a scale of 1:50 or 1:100)		
Site Sections and Finished Floor and Site Levels (at a scale of 1:50 or 1:100)		
Additional Drawings of the Advertisement(s) (at a scale of 1:50 or 1:100 showing the size, siting, materials, colours, finish, height above ground, projection from the face of a building, and full details of any method and intensity of illumination)		

Requirement	Tick if provided ✓	
	Yes	No
Application Fee		
All plans and drawings must show the paper size, scale and north point. 4 copies of the forms, plans and drawings are required unless the application is submitted electronically.		

In addition to the information that **must** be submitted with your application, the following information **may also** be required, depending on the particulars of your application. See the **Validation Checklist Guidance Notes** for further advice on the information which may need to be submitted with your application.

Requirement	Tick if provided ✓	
	Yes	No
Additional Drawings		
Affordable Housing Statement		
Air Quality Assessment		
Biodiversity Survey/Protected Species Report		
Daylight/Sunlight Assessment		
Environmental Impact Assessment		
Flood Risk Assessment		
Foul Sewage Assessment		
Green Belt Statement		
Heritage Statement		
Impact Assessment		
Land Contamination Assessment		
Lighting Assessment		
Noise Assessment		
Open Space Assessment		
Parking and Access Arrangements		

Requirement	Tick if provided ✓	
	Yes	No
Photographs and Photomontages		
Planning Obligation Draft Heads of Terms		
Planning Statement		
Regeneration Statement		
Statement of Community Involvement		
Structural Survey		
Transport Assessment		
Travel Plan (Draft)		
Tree Survey		
Utilities Statement		
Ventilation/Extraction Statement		
Waste Management Plan		

This Validation Checklist is a Direction made under section 62 of the Town and Country Planning Act 1990 and Regulation 4 of the Town and Country Planning (Applications) Regulations 1988. Failure to submit the information required by the Direction may result in the application being treated as invalid under article 5(4) of the Town and Country Planning (General Development Procedure) Order 1995.