



**Vale
of White Horse**
District Council



South Oxfordshire
District Council

Certificate of Lawfulness of Proposed Use or Development Application Validation Checklist

Complete this checklist and submit it with your certificate of lawfulness of proposed use or development to confirm that the works or development being proposed would be lawful and not require express planning permission.

You will need to submit this completed checklist with your application. It will not be accepted without it.

Guidance and information on the drawing and documents listed below can be found in our [Validation Checklist Guidance Note](#).

National requirements

Requirement	Included – Y/N	If No, short statement why detail is not required
Completed application form, signed and dated		
Completed Ownership Certificate (A, B, C or D as appropriate) – within application form		
Correct application fee		
Location Plan		
Existing Site/Block Plan		
Proposed Site/Block Plan		
Existing and Proposed Elevations		
Existing and Proposed Floor Plans		
Existing and Proposed Roof Plans		

Site sections and finished floor and site levels		
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Local List Requirements

In addition to the national requirements set out above, the following information may also be required and this is dependent on the particulars of your application and proposal.

Please see the Validation Checklist Guidance Note for further advice on the information which may need to be submitted with your application.

Requirement	Included – Y/N	If N short statement why not required
Planning/Supporting Statement		

December 2022