

Application for planning permission and Advertisement consent

Validation Check List

It is very important for the National Park Authority to have sufficient information to be able to assess fully the impact of your proposal. Please complete the following sections and supply the information as far as they are relevant to the development proposed. If you wish to discuss the requirements please contact the Planning and Community Section of the National Park Authority. It is possible to combine information on plans.

If any of the boxes are not ticked and the information not submitted please explain the reasons. This explanation will be taken into account in deciding whether to request further information before your application can be registered.

Four copies of all the documents and plans are required unless the application and plans are submitted on line via the planning portal (www.planningportal.gov.uk). It is preferable if plans are submitted in A3 or A4 form as this assists with both viewing the details on screen and is easier to scan documents thus making your application more easily registered.

Please return this form completed with your application.

Please include the following:

NATIONAL REQUIREMENTS

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|---|--------------------------|
| • Application Form | <input type="checkbox"/> |
| • Design and Access Statement (where required, please see guidance notes) | <input type="checkbox"/> |
| • All plans should be identified with a unique reference | <input type="checkbox"/> |
| • Location Plan | |
| (a) Based on an up to date map at 1:1250 or 1:2500 | <input type="checkbox"/> |
| (b) The plan identifies sufficient roads and/or buildings on land adjoining the application site to ensure exact location of application site is clear | <input type="checkbox"/> |
| (c) The application site should be edged clearly with a red line (including land required for access to a public highway, visibility splays, landscaping, car parking and areas of earth movement and disposal) | <input type="checkbox"/> |
| (d) A blue line should be drawn around any other land owned by the applicant | |

close to or adjoining the application site	<input type="checkbox"/>
<ul style="list-style-type: none"> • Site Plan 	
(a) Drawn at a scale of 1:500, 1:200 or 1:100	<input type="checkbox"/>
(b) Identifies the direction of North	<input type="checkbox"/>
(c) Shows the proposed development in relation to the site boundaries and other existing buildings on the site	<input type="checkbox"/>
(d) Has written dimensions for the proposed development to adjoining buildings and/or site boundaries	<input type="checkbox"/>
And the following unless these would NOT influence or be affected by the proposed development	
(e) All the buildings, roads and footpaths on land adjoining the site including access arrangements	<input type="checkbox"/>
(f) All public rights of way (including footpath, bridleway, restricted byway or byway open to all traffic) crossing or adjoining the site	<input type="checkbox"/>
(g) The position of all trees on the site and those on adjacent land that could influence or be affected by the development	<input type="checkbox"/>
(h) The extent and type of any hard surfacing	<input type="checkbox"/>
(i) Boundary treatment including walls or fencing where this is proposed	<input type="checkbox"/>
<ul style="list-style-type: none"> • Existing and proposed elevations 	
(a) Drawn at a scale of 1:50 or 1:100 and showing clearly the proposed works in relation to what is already there	<input type="checkbox"/>
(b) Elevations of all sides of the building that are to be altered	<input type="checkbox"/>
(c) If an elevation is not to be altered this is clearly stated on the plans	<input type="checkbox"/>
(d) The plans identifying the proposed building materials and style, materials and finish of windows and doors	<input type="checkbox"/>
(e) Where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show:	
<ul style="list-style-type: none"> • The relationship between the buildings • Detail the positions of the openings on each property 	<input type="checkbox"/> <input type="checkbox"/>
<ul style="list-style-type: none"> • Existing and proposed floor plans 	
(a) Drawn at a scale of 1:50 or 1:100	<input type="checkbox"/>

(b) Any buildings or walls to be demolished should be clearly shown	<input type="checkbox"/>
(c) Existing building(s) and proposed development should be shown	<input type="checkbox"/>
(d) New buildings shown in context of adjacent buildings	<input type="checkbox"/>
<ul style="list-style-type: none"> • Existing and proposed site sections and finished floor and site levels 	
(a) Drawn at a scale of 1:50 or 1:100 and should show a cross section(s) through the proposed building(s)	<input type="checkbox"/>
(b) Where a proposal involves a change in ground levels, drawings should be submitted to show: <ul style="list-style-type: none"> • both existing and finished levels • to include details of foundations and eaves • show how encroachment onto adjoining land is avoided 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(c) Drawings should show levels related to a fixed datum point off site and show proposals in relation to adjoining buildings. This will be required for all applications involving new buildings	<input type="checkbox"/>
(d) In the case of sloping sites, it will be necessary to show how proposals relate to existing ground levels or where ground levels outside the extension would be modified	<input type="checkbox"/>
<ul style="list-style-type: none"> • Roof plans (only to be used for residential schemes) 	
(a) Roof plan to show shape of the roof and to be at scale of 1:50 or 1:100	<input type="checkbox"/>
(b) Details of roofing materials and their location to be specified on the roof plan	<input type="checkbox"/>
Advertisement Details & Plan	
(a) Drawn at a scale of 1:50	<input type="checkbox"/>
(b) Advertisement drawing (at scale of 1:50 or 1:100 to include exact details of site	
Details of Materials and Colours to be used in Advert	<input type="checkbox"/>
Height of Advert above ground	<input type="checkbox"/>
Extent of projection	<input type="checkbox"/>
Details of project	<input type="checkbox"/>
Method and colour of illumination	<input type="checkbox"/>
<ul style="list-style-type: none"> • Ownership Certificates 	
An ownership certificate A,B, C or D must be completed stating the ownership of the property	

<ul style="list-style-type: none"> • Agricultural Holding Certificate <p>This certificate must be completed whether or not the site includes an agricultural holding. All agricultural tenants must be notified prior to the submission of the application</p>	<input type="checkbox"/>
<ul style="list-style-type: none"> • The correct fee <p>Please refer to fees section within ENPA "Requirements for the Submission of Planning and Other Applications" Cheques payable to Exmoor National Park Authority</p>	<input type="checkbox"/>
<p>LOCAL REQUIREMENTS:</p>	
<ul style="list-style-type: none"> • Wildlife Survey and Report <p>(a) Wildlife Checklist signed and included with explanation why a Wildlife Survey is not needed or</p> <p>(b) Wildlife Checklist signed and included with accompanying Wildlife Report</p>	<input type="checkbox"/>
<ul style="list-style-type: none"> • Flooding Information <p>(a) A Flood Risk Assessment is included, or</p> <p>(b) All the site is within Flood Zone 1, the red lined site is does not exceed 1 hectare <u>and</u> the plans demonstrate how surface water will be dealt with</p>	<input type="checkbox"/> <input type="checkbox"/>
<ul style="list-style-type: none"> • Foul Sewage Assessment 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Landscaping <p>(a) Indicative Landscaping Scheme (requiring the submission of further details by condition if permission is granted)is included, or</p> <p>(b) Detailed Landscaping Scheme is included</p>	<input type="checkbox"/> <input type="checkbox"/>
<ul style="list-style-type: none"> • Lighting Assessment 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Photographs 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Planning Statement 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Excavated Material Assessment <p>(a) The excavated material will not exceed 250cubic metres because it is estimated to be _____ cubic metres in volume</p> <p>(b) The excavated material will exceed 250 cubic metres and the enclosed statement explains how the material will be dealt with</p>	<input type="checkbox"/> <input type="checkbox"/>

(c) Any areas where excavated material will be relocated on site have been included within the red lined application site area	<input type="checkbox"/>
<ul style="list-style-type: none"> • Tree Survey/Arboricultural Implications 	<input type="checkbox"/>
(a) There are no trees within 15m of building works, or areas where ground levels are proposed to be changed, or	<input type="checkbox"/>
(b) The plans identify any trees within 15m of any development and the submission includes an assessment of the impact of the development on those trees including tree protection measures in accordance with the British Standard	<input type="checkbox"/>
<ul style="list-style-type: none"> • Sustainability and Renewable Energy Statement 	
<u>For Housing Proposals</u>	<input type="checkbox"/>
Affordable Housing Statement	
<u>For Building Conversion work to residential use</u>	
Structural Survey	<input type="checkbox"/>
<u>For Uses falling within Classes A3 (Restaurants & Cafes), A4 (drinking Establishments) and A5 (Hot Food Takeaways)</u>	
Ventilation Extraction Statement	<input type="checkbox"/>
<u>For Farming Proposals</u>	
Agricultural Justification	<input type="checkbox"/>
	<input type="checkbox"/>

Four copies of all the application details including plans and local requirements are submitted	<input type="checkbox"/>
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Signed.....

Date.....

On behalf of.....