



**VALIDATION CHECKLIST FOR APPROVAL OF RESERVED MATTERS FOLLOWING THE GRANT OF
OUTLINE PLANNING PERMISSION**

Uttlesford District Council Local Validation Checklist has been prepared in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015 and the Town and Country Planning Act 1990 (as amended)

| NATIONAL REQUIREMENTS – in line with The Town and Country Planning (Development Management Procedure) (England) Order 2015 | CORRESPONDING POLICIES & GUIDANCE | THRESHOLD |
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| Application must be made in writing and give sufficient information to enable the Local Planning Authority to identify the outline planning permission. | Article 6 Town and Country Planning (Development Management Procedure) (England) Order 2015 | All applications |
| Fee | | All applications |
| Must include such particulars, and be accompanied by such plans and drawings, as are necessary to deal with the matters reserved in the outline planning permission | Article 6 Town and Country Planning (Development Management Procedure) (England) Order 2015 | All applications |
| LOCAL REQUIREMENTS | CORRESPONDING POLICIES & GUIDANCE | THRESHOLD |
| <p>Plans – Local Requirements</p> <ul style="list-style-type: none"> • Site/Location plan • Block plan of the site (at a scale of 1:200 or 1:500) showing any site boundaries • Site survey plan (at a scale of 1:200 showing existing and proposed features e.g. roads, parking areas, footpaths, landscaping, walls, fences, trees, buildings and other structures) • Existing and proposed floor plans (at a scale of 1:100 or 1:50) • Existing and proposed elevations (at a scale of 1:100 or 1:50) | <p>The site/location plan – at a scale 1:1250 or 1:2500 which is up to date.</p> <ul style="list-style-type: none"> - It should identify sufficient roads and/or buildings on land adjoining the application site to ensure that the exact location of the application site is clear. - The application site should be edged clearly with a red line on the location plan. - It should include all land necessary to carry out the proposed development (e.g. land required for access | All applications where the information has been submitted at the Outline stage. |

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| <ul style="list-style-type: none"> • Existing and proposed site sections and finished floor levels (at a scale of 1:100 or 1:50) • Roof plans (at a scale of 1:100 or 1:50) • Plans and photographs of any parts of the building to be part or fully demolished • All plans and drawings indicate; key dimensions (in metric) e.g. width, height, and length; and to a recognised metric scale • Access to the site (at a minimum scale of 1:200) <p>A scale bar must be included on all drawings.</p> | <p>to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings).</p> <ul style="list-style-type: none"> - A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site. <p>Site sections etc - these should show existing and proposed site levels, with levels related to an identified fixed datum point.</p> <p>Access - detailed plans showing the access to and within the site for vehicles, cycles and pedestrians and how these fit into the existing access network. Visibility splays and any widening of the existing roads and pavements should also be shown.</p> | <p>Where approval is sought for the details of the appearance of the buildings and a change in levels is proposed.</p> <p>Where approval is sought for details of the means of access to a site.</p> |
| <p>Parking Layouts & Turning Heads and Turning Circles (Including Cycle Parking and Motorcycle Parking)</p> | <p>NPPF 2019 paragraph 105</p> <p>UDC Adopted Local Plan 2005 Policies GEN1 and GEN8</p> <p>Uttlesford Local Residential Parking Standard Feb 2013</p> <p>ECC Parking Standards</p> <p>Essex Design Guide</p> | <p>All schemes incorporating new on-site parking layout and requiring cycle/motorcycle Parking Provision</p> |
| <p>Biodiversity</p> <ul style="list-style-type: none"> - Please put any information relating to Badgers in a separate document because this information has to remain confidential. | <p>NPPF 2019 170 and 175</p> <p>UDC Adopted Local Plan 2005 GEN2, GEN7</p> <p>CIEEM Advice Note 'On the Lifespan of Ecological Reports and Surveys' (April 2019)</p> | <p>All Ecology reports shall meet the requirements of BS42020 and CIEEM's Advice Note on the age of data – reports over 12 months old may need to be updated</p> |

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| | <p>Advice-Note.pdf</p> <p>Requirements of the Habitats Regulations (The Conservation of Habitats and Species Regulations 2017 (as amended)) and the need for sufficient information to assess relevant plans or projects in the context of Habitats sites.</p> | |
| <p>Flood Risk Assessment (FRA), commensurate with the scale, nature and location, to include:</p> <ol style="list-style-type: none"> 1. An accurate assessment of the level of flood risk demonstrating the proposed land use is suitable and will not increase flood risk on or off site and is resilient to climate change: <ul style="list-style-type: none"> • Including the latest flood map and modelling evidence. Request the latest flood map by contacting the environment agency. 2. A completed Flood Risk Assessment Checklist, which provides guidance and advice to applicants and enables Council officers to ensure that all of the required information is included. | <p>NPPF 2018 paragraphs 155 - 165</p> <p>How to produce a Flood Risk Assessment https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications</p> <p>UDC Adopted Local Plan 2005 Policy GEN3</p> | <ul style="list-style-type: none"> • All development proposals within flood zones 2 and 3 • All sites greater than 1 hectare within flood zone 1 • Development proposals within flood zone 1 where there is evidence of a risk from surface water, ground water and sewer flooding |
| <p>Landscaping</p> | <p>Government Guidance on information Requirements and Validation – paragraphs 94 and 95</p> <p>A plan showing the planting scheme for the site including details of species, spacing, number and height upon planting. The plan should identify existing trees and hedgerows that are to be retained as part of the landscaping.</p> | <p>Where approval is sought for details of the landscaping of the site.</p> |

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| Lighting Impact Assessment/Lighting Strategy | NPPF 2018 paragraph 180 | Requirement for all MAJOR developments or where specialist lighting (such as stadiums or floodlighting) is required |
| <p>Statement on Sustainable Urban Drainage systems (SuDs)</p> <p>A completed SuDs Water Quantity and Quality – LLFA Technical Assessment Proforma, which provides guidance and advice to applicants and enables Council officers to ensure that all of the required information is included. https://www.essexdesignguide.co.uk/suds/what-we-expect/pro-forma/</p> | <p>NPPF 2018 paragraphs 155 – 165</p> <p>Non-statutory technical standards for sustainable drainage systems https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/415773/sustainable-drainage-technical-standards.pdf</p> | <p>Requirement for all MAJOR developments.</p> <p>All others are encouraged (as part of FRA or separate statement)</p> |
| Table of houses | Require a table of houses/flats which includes bedroom size and tenure. | Applications including new residential properties. |
| Transport Assessment | <p>NPPF 2018 paragraphs 102 - 111</p> <p>UDC Adopted Local Plan 2005 Policies GEN1, GEN2</p> <p>Should include details as set out in the Guidance on Transport Assessments and are likely to include the existing conditions, development details, predicted person trip generation and mode splits, predicted residual vehicular trip generation based on proposed travel plan measures, distribution of residual vehicular trips, junction capacity assessments and merge / diverge assessments at opening year and ten years after the</p> | Where approval is sought for access - which are likely to generate significant amount of vehicle movement i.e. major developments OR Any development likely to result in a material increase in the character of traffic entering or leaving a trunk road. |

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| | date of registration of application, and details of the proposed mitigation measures. More details Travel plans, transport assessments and statements in decision-taking updated March 2014 | |
| Minerals Resource Assessment | Requested by Essex County Council Minerals & Waste | All planning applications for development on a site located within a Minerals Safeguarding Area that is 5ha or more for sand and gravel, 3ha or more for chalk and greater than 1 dwelling for brickearth or brick clay. |
| Minerals Infrastructure Impact Assessment | Requested by Essex County Council Minerals & Waste | Proposed development falling within 250m of permitted or existing mineral and/or waste infrastructure, or land allocated for the same. This extends to 400m in the case of Water Recycling Centres. |
| Waste Infrastructure Impact Assessment | Requested by Essex County Council Minerals & Waste | Proposed development falling within 250m of permitted or existing mineral and/or waste infrastructure, or land allocated for the same. This extends to 400m in the case of Water Recycling Centres. |
| Fire Statement Form | Article 9A of The Town and Country Planning (Development Management Procedure) (England) Order 2015 ("the 2015 Order") inserted by article 4 of the Town and Country Planning (Development Management Procedure and Section | Buildings over 18m or having 7 storeys or more |

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| | 62A Applications) (England) (Amendment) Order 2021). | |
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Note:

All drawings must be suitable for scanning and display electronically. Please note that applications can be submitted electronically via the Planning Portal.

Major development is defined in planning as any development involving any one or more of the following:

- the winning and working of minerals or the use of land for mineral-working deposits
- waste development
- the provision of dwellinghouses where the number of dwellinghouses to be provided is ten or more
- the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the number of dwellinghouses to be provided is ten or more
- the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more
- development is carried out on a site having an area of one hectare or more.