

## Local List of Validation Requirements for Planning Applications

**Table 1 – National requirements**

Requirement	Statutory Provision
Application Form	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Agricultural Holding Certificate (article 7)	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Ownership certificate (A,B,C or D as applicable)	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Site Location Plan	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Site Plan/Block Plan	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Design and Access Statement (Not required for all applications – details can be found here <a href="https://www.gov.uk/guidance/making-an-application#Design-and-Access-Statement">https://www.gov.uk/guidance/making-an-application#Design-and-Access-Statement</a> )	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Appropriate Fee	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended; The Town and Country Planning (Fees for Applications and Deemed Applications - Requests and Site Visits) (England) Regulations 2012 as amended 2017
All plans, drawings and information necessary to describe the development, including <ul style="list-style-type: none"> <li>Existing and proposed floor plans</li> <li>Existing and proposed elevations, sections which clearly demonstrate level changes, roof plans</li> </ul>	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended

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	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Outline planning applications: an indication of the area or areas where access to the development will be situated (even if access is a reserved matter)	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Fire Statement for buildings which containing two or more dwellings (including flats) or educational accommodation <b>and</b> are 18m or more in height, or 7 or more storeys	Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendment) Order 2021
Environment Impact Assessment developments: an Environmental Statement (and non-technical summary)	Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the '2017 Regulations')

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**Table 2 – Local requirements**

Requirement	Relevant Policy Provision	Types of application that will require this information
Affordable Housing Statement	Adopted Dartford Local Plan Policies CS19 and DP9	Residential development of 15 or more dwellings in the urban area or two or more dwellings in the rural area
Air Quality Assessment	Adopted Dartford Local Plan Policies CS23 and DP5	All Major developments <sup>1</sup> and other potentially polluting and traffic generating development or for developments within an Air Quality Management Area.
Archaeological Assessment	Adopted Dartford Local Plan Policies DP12	Developments with potential to impact on areas of archaeological interest.
Biodiversity Survey and Report	Adopted Dartford Local Plan Policies CS16 and DP25	Required if a proposal impacts biodiversity including major developments and non-major developments in relevant or sensitive locations including sites located in Biodiversity Opportunity Areas, nature improvement areas, protected local green space, borough open space and Green Belt or where there is habitat considered of importance e.g. mosaic habitat or protected species

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<sup>1</sup> 10 or more dwellings or a site area of 0.5 hectares or more. For other users, floorspace to be built is 1,000m<sup>2</sup> or more or the site area is 1 hectare or more.

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Requirement	Relevant Policy Provision	Types of application that will require this information
Daylight/Sunlight Assessment	Adopted Dartford Local Plan Policy DP5	Any proposal where there is a potential material impact upon the current levels of sunlight/daylight enjoyed by adjoining properties, including associated gardens or amenity space; applications where the application site itself is subject to potential adverse impact from adjoining buildings or features or where one part of the development is affected by another part of the same development
Economic Statement	Adopted Dartford Local Plan Policies CS8 and DP20	Major developments; any redevelopments where loss of employment may arise
Energy Statement	Adopted Dartford Local Plan Policies CS23 and DP11	All major developments
Financial Viability Assessment	Adopted Dartford Local Plan Policies CS19, CS21, CS26 and DP9	Major developments that do not offer the full range of planning obligations required by policy

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Requirement	Relevant Policy Provision	Types of application that will require this information
Flood Risk Assessment	Adopted Dartford Local Plan Policies CS24, DP2 and DP5	<ul style="list-style-type: none"> <li>Any development in Flood Zones 2 &amp; 3, as defined by Environment Agency and set out in the EA standing advice.</li> <li>Development exceeding 1 ha in flood zone 1, including a change of use in development type to a more vulnerable class, where they could be affected by sources of flooding other than rivers and the sea.</li> <li>Development in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency.</li> </ul>
Foul Sewage and Surface Water Drainage Strategy	Adopted Dartford Local Plan Policies CS25 and DP5	Developments that will increase site coverage with buildings and hard surfaces; sites traversed by public sewers; sites where non mains drainage is proposed
Gassing landfill site assessment	Adopted Dartford Local Plan Policy DP5	Development on or in the immediate vicinity of landfill sites

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Habitat Regulation Screening Assessment and where applicable Appropriate Assessment	Adopted Dartford Local Plan Policy DP25 Habitats Regulations Assessment (as amended) 2010	Large residential developments of 15 dwellings or more on site within the Dartford 'zone of influence'. (Further information provided in the guide for developers on Large residential site in the East of the Borough – Large Sites options and Habitat Regulations in Dartford (generally applicable to large sites in the east part of the Borough)
Heritage Statement	Dartford Local Plan Policies DP12 and DP13 and NPPF.	All listed building consent applications. Applications for a substantial or total loss of a building in a conservation area. Applications for works affecting the setting of a listed building or conservation area.
Land Contamination Assessment	Adopted Dartford Local Plan Policy DP5	All applications (including change of use) for a proposed use that will be particularly vulnerable to the presence of contamination, OR for any development (including change of use) where contamination is known OR contamination is suspected on site and/or in the surrounding area. Residential development if the site is within 250m of a former landfill site.

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Requirement	Relevant Policy Provision	Types of application that will require this information
Landscape and Views Impact Assessment/Townscape and Visual Impact Assessment	Adopted Dartford Local Plan Policy DP2	Development that may affect the openness of protected open spaces including Green Belt, important local views, or views of landmarks or major skyline ridges; proposals for high buildings
Lighting Assessment	Adopted Dartford Local Plan Policy DP5	Floodlights and other lights that may impact outside the application site or may affect biodiversity.
Marketing information	Adopted Dartford Local Plan Policy DP21	Development that results in the loss of an existing community facility/land for non community purposes.
Minerals Assessment	Kent Minerals and Waste Local Plan 2013-30. Policy DM7	Development located in Mineral Safeguarding Areas not subject to exclusions.
Noise and Vibration Impact Assessment	Adopted Dartford Local Plan Policy DP5	Noise-sensitive development (including residential) close to noise generating activities; proposals that include noise generating activities and equipment / machinery including air conditioning units and air source heat pumps on residential and commercial properties

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Requirement	Relevant Policy Provision	Types of application that will require this information
Open Space Assessment	Adopted Dartford Local Plan Policies DP24	Development of sites that contain playing fields, sports pitches, land designated as Borough Open Space and/or other non-designated public amenity space.
Parking Management Strategy	Adopted Dartford Local Plan Policies DP4 and Parking Standards Supplementary Planning Document 2012	For developments and sites that are well served by public transport and provide a reduced number of parking spaces on site to provide a strategy for innovative car parking and management measures.
Planning Obligations – Draft Head of Terms	Adopted Dartford Local Plan Policies CS21, CS26, DP3, DP4 and DP21	Major developments; non-major developments where planning obligations are necessary to mitigate the impact of the development.
Planning Statement	Wide range of adopted Dartford Local Plan and Dartford Core Strategy Policies	Major developments which raise a wide range of planning issues, including justification of “very special circumstances” regarding Green Belt. Any other situation where approach to certain policies, or rationale behind certain details or approaches, or links to other sites/previous permission etc., need to be explained.



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Requirement	Relevant Policy Provision	Types of application that will require this information
Refuse and Recycling Storage	Adopted Dartford Local Plan Policies CS17 and DP2	Residential development; places of employment; education and entertainment/leisure
Residential Space Standards Statement: NDSS and M4(2) or(3)	Adopted Dartford Local Plan Policies DP8	All developments creating new dwellings
Street Scene Drawings	Adopted Dartford Local Plan Policies DP7	Required when there is a notable different in height between a proposed development and the neighbouring buildings or where final ground levels are unclear. Drawings should be at a scale of 1:100 or 1:200 and as a minimum: accurately show the height and outline of neighbouring dwellings/buildings, ground levels, and the position and size of windows and doors; accurately show any differences in levels, including dimensions and include written dimensions for gaps between buildings.

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Requirement	Relevant Policy Provision	Types of application that will require this information
Structural Survey and Rebuilding Method Statement	Adopted Dartford Local Plan Policy DP13 and DP22	Listed Building Consent; demolition of Listed Buildings; conversion/reuse of buildings in Green Belt
Sustainable Urban Drainage Strategy	Adopted Dartford Local Plan Policies CS24 and DP5	Major development; any development in a Source Protection Zone; developments that will increase site coverage with buildings and hard surfaces

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Requirement	Relevant Policy Provision	Types of application that will require this information
Town Centre Uses/Retail Sequential Test and Retail Impact Assessment	Adopted Dartford Local Plan Policies CS12, DP14, DP15	Outside of designated centres (Dartford Town Centre, Bluewater area and District and Neighbourhood Centres) on the Policies Map, a sequential site assessment is required for proposals for a net gain in floorspace that is dedicated to main town centre uses. Proposed gains of 500sqm and more floorspace proposed to be main town centre uses in these locations must also be accompanied by a full retail impact assessment. Assessments should be produced consistent with government guidance.

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Requirement	Relevant Policy Provision	Types of application that will require this information
Transport Statement/Assessment	Adopted Dartford Local Plan Policies CS15 and DP3	<p>A Transport Statement is required for smaller developments which are likely to generate vehicle movements which may have a significant impact on the local road network or surrounding area. E.g. schools and nurseries and some community uses including places of worship. This should include sufficient information such that an assessment as to the highways and traffic impact arising from the proposed development can be made and, where required, a parking management plan.</p> <p>A Transport Assessment is usually required for major developments but a Transport Statement may be acceptable as an alternative subject to agreement with the highway authority(s).</p>
Travel Plan	Adopted Dartford Local Plan Policies CS15, DP3 and DP4	Major developments

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Requirement	Relevant Policy Provision	Types of application that will require this information
Tree Survey and Arboricultural Implications Report	Adopted Dartford Local Plan Policy DP2	Development of sites where there are existing trees which may be affected by development (including street trees/trees on neighbouring land)
Utilities Statement	Adopted Dartford Local Plan Policies CS26 and DP11	Major developments
Ventilation/Extraction Statement	Adopted Dartford Local Plan Policy DP19 and DP5	Restaurants, cafes & hot food takeaways or any other use where cooking will take place on a commercial scale which requires substantial ventilation, or extraction is proposed to be installed. Any use proposing mechanical ventilation located close to residential properties.
Water Efficiency Statement	Adopted Dartford Local Plan Policy DP11	All developments creating new dwellings.
Community Infrastructure Levy Additional Information Requirement form	Community Infrastructure Levy Regulations 2010 as amended	Any CIL liable development