

**Draft Local List of Validation Requirements for Planning Applications
May 2026**

Table 1 – National requirements * changes identified in yellow

Requirement	Statutory Provision
Application Form including BNG statements as directed	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 – see website for details)	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)
Existing and proposed floor plans	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended
Existing and proposed elevations, sections and roof plans	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended

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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
<p>All information requirements in relation to Biodiversity Net Gain - Schedule 7A of the Town and Country Planning Act 1990, including (but not limited to):</p> <ul style="list-style-type: none"> (a) the completed biodiversity metric calculation tool or tools (as the case may be) showing the calculation of the biodiversity value of the onsite habitat; (b) the biodiversity value or values (as the case may be) referred to in paragraph (a); (c) the publication date of the biodiversity metric calculation tool or tools (as the case may be) used to calculate the values referred to in paragraph (a); (d) a plan showing the location of the onsite habitat included in the calculations referred to in paragraph (a), and any irreplaceable habitat. 	Town and Country Planning (Development Management Procedure) (England) Order 2015 as amended

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Table 2 – Local requirements

Requirement	Relevant Policy Provision	Types of application that may require this information
Affordable Housing Statement	Adopted Dartford Local Plan Policy M7	Residential development of 15 or more dwellings in the urban area; ten or more dwellings located south of the A2 and/or within the Green Belt; any residential development of 0.5ha or more in size or; any site proposed and justified in principle on the basis of delivering dwellings that are all rented affordable housing meeting priority local requirements.
Air Quality Assessment	Adopted Dartford Local Plan Policy M2	Major developments ¹ and other potentially polluting and traffic generating development or for developments within or adjacent to an Air Quality Management Area.
Archaeological Assessment (Desktop)	Adopted Dartford Local Plan Policies M5 and M6	Developments with potential to impact on areas of archaeological interest or heritage assets with archaeological interest.
Biodiversity Metric (complete) showing both baseline and post completion calculations (indicative if outline)	Adopted Dartford Local Plan Policies M14	Applications that are not exempt from the requirement for a biodiversity gain condition under Schedule 7A (Biodiversity Gain in England) of the Town and Country Planning Act 1990 (as amended). Except where Statutory Biodiversity Credits are proposed.
Biodiversity/ Ecology Survey and Report	Adopted Dartford Local Plan Policy M14	Major developments ¹ ; non-major developments in a site of Special Scientific Interest (SSSI) and/or within a 200m buffer; in a Special Protection Area (SPA); in Special Area of Conservation (SAC) or any other relevant or sensitive locations or where protected species are likely to be found.
Circular Economy Statement	Policy CSW3 of Kent Minerals and Waste Local Plan 2024-2039	Major developments¹

¹ 10 or more dwellings or a site area of 0.5 hectares or more if dwelling number is unknown. For other uses, floorspace to be built is 1,000m² or more or the site area is 1 hectare or more.

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Requirement	Relevant Policy Provision	Types of application that may require this information
Daylight/Sunlight Assessment	Adopted Dartford Local Plan Policies M1 and M2	Major developments where there is a potential adverse 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
Draft Biodiversity Net Gain Plan	Adopted Dartford Local Plan Policy M14	Applications that are not exempt from the requirement for a biodiversity gain condition under Schedule 7A (Biodiversity Gain in England) of the Town and Country Planning Act 1990 (as amended)
Economic Statement	Adopted Dartford Local Plan Policies D2, D3, D4, D5, D6, D7, M18, M19, M20 and M21	Major developments ¹ ; redevelopments where loss of employment may arise
Energy Statement	Adopted Dartford Local Plan Policies S3 and M3	Major developments ¹
Financial Viability Assessment	Adopted Dartford Local Plan Policy M7	Major developments ¹ that do not offer the full range of planning obligations required by policy
Flood Risk Assessment to include identification of Flood Zone 3b where relevant	Adopted Dartford Local Plan Policy M4	Any development in Flood Zones 2 & 3, as defined by Environment Agency and set out in the EA standing advice Sites over 1 hectare in Zone 1; Sites near rivers, lakes, or other water features; areas with critical drainage problems
Foul Sewage and Surface Water Drainage Strategy	Adopted Dartford Local Plan Policies M2 and M4	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 M2	Development on or in the immediate vicinity (50m or less) or landfill sites or former landfill sites

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Habitat Regulation Screening Assessment and Appropriate Assessment (shadow)	Adopted Dartford Local Plan Policy M14 Conservation of Habitats and Species Regulations 2017 (as amended)	All residential developments located within 6km of the North Kent Special Protection Areas and Ramsar sites. Residential developments of a scale greater than 15 dwellings located between 6 and 10km of the North Kent Special Protection Areas (SPAs) and Ramsar sites.
Heritage Statement	Dartford Local Plan Policies M5 and M6	Planning applications in Conservations Areas and affecting the setting of a Listed Building or Scheduled Monument; and Listed Building Consent
Land Contamination Assessment (usually desktop. Investigation in particularly sensitive areas such as former landfill sites)	Adopted Dartford Local Plan Policy M2	Any redevelopment in relevant locations, in particular where the proposed use is sensitive; residential development if the site is within 250m of a former landfill site or other potentially contaminated land
Landscape and Views Impact Assessment	Adopted Dartford Local Plan Policy M1	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 Policies M1 and M2	Floodlights and other lights that may impact outside the application site or may affect biodiversity.
Minerals Assessment	Policy DM7 of Kent Minerals and Waste Local Plan 2024-39.	Development located in Mineral Safeguarding Areas not subject to exclusions: https://www.kent.gov.uk/_data/assets/pdf_file/0019/205507/Kent-minerals-and-waste-local-plan-2024-to-2039
Noise and/or Vibration Impact Assessment	Adopted Dartford Local Plan Policy M2	Noise-sensitive development (including residential) close to noise generating activities; proposals that include noise generating activities and equipment / machinery
Noise insulation details	Adopted Dartford Local Plan Policies M2 and M10	Houses in Multiple Occupation (HMO) applications where the development would result in a HMO adjoining a single family dwellinghouse
Open Space Assessment	Adopted Dartford Local Plan Policy M13	Development of sites that contain playing fields, sports pitches, land designated as Borough Open Space and/or other non-designated public amenity space.

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Parking Management Strategy	Adopted Dartford Local Plan Policy M16 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 to provide a strategy for innovative car parking and management measures.
Planning Obligations – Draft Head of Terms	Wide range of adopted Dartford Local Plan Polices	Major developments; non-major developments where planning obligations are necessary to mitigate the impact of the development and development seeking to secure BNG either on-site (where significant on-site habitat enhancements) or off-site. For commercial development exceeding 20,000 sqm, draft Heads of Terms to secure a legal agreement for the delivery of local skills training or apprenticeships and work placements within the development or through construction/the supply chain in accordance with adopted Local Plan Policy M19
Planning Statement	Wide range of adopted Dartford Local Plan Polices	Major developments which raise a wide range of planning issues, including justification of “very special circumstances” regarding Green Belt
Refuse and Recycling Storage	Adopted Dartford Local Plan Policy M1	Residential development; places of employment; education and entertainment/leisure
Residential Space Standards Statement: NDSS and M4(2) or(3)	Adopted Dartford Local Plan Policies M1 and M8	All developments creating new dwellings
Scale bar	Adopted Dartford Local Plan Policy M1	All drawings that are to scale in accordance with Town and Country Planning (Development Management Procedure)
Street Scene Drawings	Adopted Dartford Local Plan Policy M10	Normally required when there is a notable difference 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.
Structural Survey and Rebuilding Method Statement	Adopted Dartford Local Plan Policies M5 and M12	Listed Building Consent; demolition of Listed Buildings; conversion/reuse of buildings in Green Belt

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Sustainable Drainage Strategy	Adopted Dartford Local Plan Policies M2 and M4	Major development; any development in a Source Protection Zone; developments that will increase site coverage with buildings and hard surfaces
Topographical survey and/or details of existing and proposed land levels including section drawings	Adopted Dartford Local Plan Policies M1, M2 and M10	Where the site has differing, undulating or sloping ground levels
Town Centre Uses/Retail Sequential Test and Retail Impact Assessment	Adopted Dartford Local Plan Policy M18	Outside of the network of Retail Centres (Table 10 Dartford Local Plan) 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 280sqm and more floorspace proposed to be main town centre uses outside of the network of Retail centres must also be accompanied by a full retail impact assessment. Assessments should be produced consistent with government guidance.
Bluewater retail or leisure Impact Assessment	Adopted Dartford Local Plan Policy M21	Impact assessment for retail/leisure proposals over 2500sqm and sequential testing for indoor leisure uses.

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Requirement	Relevant Policy Provision	Types of application that may require this information
Transport Statement/Assessment	Adopted Dartford Local Plan Policies M15 and M16	<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 and Active Travel Statement	Adopted Dartford Local Plan Policies M15 and M16	Development in congested areas or within an Air Quality Management Area or larger developments or development that seeks to rely on reduced or zero parking - see Transport Assessment and Travel Plan Guidance 2025
Tree Survey and Arboricultural Implications Report	Adopted Dartford Local Plan Policies M1 and M14	Development of sites where there are existing trees/hedgerows which may be affected by development or construction activity will be within 30 metres of the stem of any tree within Ancient Woodland or likely to be categorised as a veteran tree
Utilities Statement	Adopted Dartford Local Plan Policy M3	Major developments
Ventilation/Extraction Statement	Adopted Dartford Local Plan Policy M2	Restaurants, cafes & hot food takeaways
Water Efficiency Statement	Adopted Dartford Local Plan Policy M3	All developments creating new dwellings.
Community Infrastructure Levy Additional Information Requirement form	Community Infrastructure Levy Regulations 2010 as amended	Any CIL liable development