

DOCUMENTS (NB Local Requirements 2014 and proposed additions 2016, National Requirements also apply and at times other documents, such as an Environmental Impact Assessment and an Appropriate Assessment, will be required outside of the 1APP process.)

Current 1APP document types	When required (N:B a proportionate approach is taken as to level of detail required in any particular case)	Policy Drivers	Where to look for further assistance	Proposed 1APP document types and information requirements (nb: the documents deleted from the local list will at times comprise useful information an applicant will be advised to submit post registration)
Agricultural/forestry/equestrian/statement.	All applications for mobile homes and dwellings for agricultural/ forestry/ equestrian workers.	NPPF Para. 50, 55 DM21	NFDC Pre App	Conditional requirement 2014. Statements should be based on the advice previously contained in Annex A of PPS7
Air quality assessment				Deleted from Local List 2013.
Biodiversity Survey and report	All applications where bio-diversity checklist has been correctly answered and answered 'yes' in any of the categories.  All applications for development within or adjacent to a European Site, local or national nature reserves (SINC) or SSSIs and where there is a reasonable likelihood of a protected species.	NPPF Para. 109, 113, 117, 118, 119 CS1 and 3 DM2	NFDC Pre App NFDC website NFDC ecologist (via New Forest National Park) Natural England website (particularly the Standing Advice) Hampshire Biodiversity Information Centre	Mandatory requirement 2014 Statements will be required to cover issues identified through the completion of the bio-diversity checklist
Daylight/sunlight assessment				Deleted from Local List 2013.
Economic Assessment				Deleted from Local List 2013.
Environmental Impact Assessment				Deleted from Local List 2013.
Flood risk assessment	All planning applications where site area > 1 Ha in Flood Zone 1; all proposals where application site is in Flood Zones 2 and 3.	NPPF Para. 99-104 CS1 and 6	NFDC Pre App Environment Agency website NFDC and NFNPA Flood Risk Assessment	Mandatory requirement 2014
Foul sewerage, drainage and utilities assessment				Deleted from Local List 2013.

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Heritage statement	<p>All applications affecting heritage assets (including historic parks and gardens, battlefields, known or potential archaeological sites and Scheduled Ancient Monuments).</p> <p>All applications within and adjacent to Conservation Areas, including demolition of non-listed buildings within Conservation Areas.</p> <p>All applications affecting Listed Buildings including works and buildings within the curtilage of a listed building.</p> <p>All applications in conservation areas and within curtilage of listed building that include excavations.</p>	NPPF Para. 115, 126-141 CS3 DM1 and 2	NFDC Pre App English Heritage website Historic Environment Record Hampshire County Council Archaeologist New Forest National Park Archaeology Officer (shared service)	Mandatory requirement on all relevant applications 2014.
Land contamination Assessment	All applications if contaminative past use is suspected to have existed or contaminated use exists or when site is within 250 m of a current or closed licensed landfill or historic landfill site, or when the site is within 50 m of underground fuel storage tanks	NPPF Para. 109, 120, 121 CS2 and 5 DM5	NFDC Pre App NFDC Environmental Protection Team	Conditional requirement 2014.
Landfill information				Deleted from Local List 2013.
Landscaping statement				Deleted from Local List 2013.
Lighting assessment	All applications for development when significant external lighting is proposed.	NPPF Para. 115, 123, 125 CS2	NFDC Pre App	Conditional requirement 2014
Noise assessment	All applications for development which creates significant noise issues or would be development creating some noise or located in close proximity to		NFDC Pre App	Conditional requirement 2014.

	a noise sensitive use. All applications that include significant solar panel arrays			
Open space Assessment			<b>Sport England website</b>	Deleted from Local List 2013.
Parking/cycle storage provision				Deleted from Local List 2013.

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Photographs				Deleted from Local List 2013.
Planning Obligation	All applications for development generating a need for contributions. Statement must confirm willingness to pay in full or include a viability case if required.	NPPF Para. 47,50, 54, 48, 69-78, 203-206 CS7, 15, 24 and 25	NFDC Pre App NFDC website Hampshire County Council Highways Development Control	Conditional requirement 2014.
Planning statement.				Deleted from Local List 2013.
Retail Impact Assessment	All Major retail development	CS20 DM14	NFDC Pre App	Conditional requirement 2014.
Site Waste Management Plans				Deleted from Local List 2013.
Statement of Community Involvement				Deleted from Local List 2013.
Structural survey				Deleted from Local List 2013.
Sustainability Statement	All development providing over 1000 square metres of commercial floor space	NPPF Whole document. CS4	NFDC Pre App NFDC website Building Research Establishment website	Proposed Conditional requirement 2016.
Telecommunication Statement	Telecommunications Development		NFDC Pre App	Conditional requirement 2014.
Transport assessment	All applications for major development raising significant transportation issues.	NPPF Para. 30, 32 CS23 and 24		Conditional requirement 2014.
Transport Statement	All applications for: (a) householder development where a new or altered access is proposed AND they are located on a	CS24	Hampshire County Council Highways Development Control	Both (a) and (b) development types should provide: <ul style="list-style-type: none"> <li>drawings showing vehicle visibility splays from the site access at 2.4 m back from the edge of the road and 2 m back from the edge of the classified road (adopted highway)</li> <li>Confirmation of the classification of the classified road (adopted highway).</li> <li>Confirmation of the speed limit of the classified road (adopted highway).</li> </ul>

	classified road (adopted highway). (b) for development of 5 dwellings or less that are located on a classified road (adopted highway).			In addition to the above information (b) development types should also provide: <ul style="list-style-type: none"> <li>On site turning and maneuvering areas for cars and commercial vehicles</li> </ul> <p>*Although not currently part of the NFDC adopted 1APP requirements, please refer to additional requirements set out in Hampshire County Council Highways Standing Advice, published on 1 April 2017</p>
Travel Plan	All applications for major development above the threshold set out in Appendix 1, Section 8, Table B, page 17 Hampshire Parking Strategy and Standards 2002.	NPPF Para. 29, 30, 36	NFDC Pre App	Mandatory requirement on all relevant major applications 2014.
Tree Assessment.	All applications for development affecting protected trees.	NPPF Para 118 CS2	NFDC Pre App NFDC arboriculturist (via New Forest National Park)	Conditional requirement 2014.

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Viability Appraisal	All residential development involving 10 or more dwellings. If you do not accept the proposed level of Affordable Housing Policy contributions you are required to conclusively demonstrate that they are not financially viable by completing a financial development appraisal and providing the descriptions and reasoning set out in Affordable Housing Financial Viability Proforma	NPPF Para 173, 174, 203-205 CS15	NFDC Pre App NFDC website	Proposed mandatory requirement on all relevant applications 2016
Ventilation /Extraction Statement	All applications involving A3, A4, A5 and B2 activities. All other applications where ventilation or extraction plant is proposed.	NPPF Para 120, 123 CS5		Conditional requirement 2014.

## **PLANS (NB Local Requirements only, National Requirements also apply)**

All plans must be to an identified metric scale (normally 1:50 or 1:100), state original paper size and show a north point or identify which direction all elevations face (when relevant) and be named in a logical manner. When proposing new built development they must also include a scale bar and key dimensions (distance of development from site boundaries and size of extension/building). **All plans should be numbered so they can be referred to in the decision notice.**

All "Major" and "Minor" applications submitted in a paper format must include a cd or other storage device containing copies of all the paper applications forms, drawings and documents.

The following are required:

**Block plan of the site**, showing: site boundaries; the type and height of boundary treatment (e.g.walls,fences),where a change is proposed; the position of any building or structure on the other side of such boundaries, where these could influence or be affected by the proposed development.

**Existing and proposed elevations**, showing clearly any demolition and the proposed works in relation to what is already there for any elevations that would be created or altered by the development proposal. These should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Where a proposed elevation adjoins another building or is in close proximity to it (within 5 metres), the drawings should show the relationship between the two buildings and detail the positions of the openings on each property. Blank elevations must be shown if only to show this is the case and at times for Major and Minor developments street scenes showing the development as proposed in context will be required.

**Existing and proposed scalable elevations**, showing clearly any demolition and the proposed works in relation to what is already there for any elevations that would be created or altered by the development proposal. These should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Elevations of neighbouring buildings (also showing these details where possible) will be required, except where there is a gap of more than 30m between the buildings. Drawings should show the relationship between proposed and neighbouring buildings and detail the positions of the openings on each property. Blank elevations must be shown if only to show this is the case.

**When advertisements are being proposed** the lettering and any images, materials and colours to be used, the extent of projection and full details of the method and colours of illumination must be shown.

**Floor plans** for new development, and for existing buildings altered by the proposed development. These should identify existing floorspace and highlight any existing walls or buildings that are to be demolished, where applicable. If the application relates simply to a change of use, and no development work is to be carried out, a floor plan may not be necessary.

**Existing and proposed site sections and finished floor and site levels**, where a change is proposed or sites slope. These should show: how the proposed development relates to existing site levels, trees and adjacent development (with levels related to a fixed datum point off site); details of existing and proposed foundations and eaves where a change is proposed; and how encroachment onto adjoining land is to be avoided.

**Roof plans** for any roof that would be created or altered by the proposed development, showing the shape of the roof, its location, and specifying the roofing material to be used.

**November / 2016**