

Full Planning Application (Minor) Validation Checklist



Complete this checklist and submit it with your application to develop:

- 1-9 dwellings,
- development of dwellings on a site of less than 0.5 hectares
- applications creating floorspace of up to 999 sqm and applications for development on sites of less than 1 hectare
- changes of use

You will need to submit this completed checklist with your application. It will not be accepted without it.

Guidance and information on the drawing and documents listed below can be found in our [validation guidance](#)

National requirements

Requirement	Included – Y/N	If No, short statement why detail is not required
Completed application form, signed and dated		
Completed Ownership Certificate (A, B, C or D as appropriate) – within application form		
Correct application fee		
Location Plan		
Proposed Site/Block Plan		
Existing and Proposed Elevations		
Existing and Proposed Floor Plans		
Existing and Proposed Roof Plans		

Site sections and finished floor and site levels		
Design and Access Statement		
Fire Statement <i>Where development contains two or more dwellings or educational accommodation and are 18m or more in height, or 7 or more storeys</i>		
Biodiversity Net Gain Statement		

Local List Requirements

In addition to the national requirements set out above, the following information may also be required and this is dependent on the particulars of your application and proposal.

Please see [Planning application: what you need for a planning application | Central Bedfordshire Council](#) for further advice on the information which may need to be submitted with your application.

Requirement	Included – Y/N	If N short statement why not required
Completed Ecology and Trees Checklist (link to checklist) (This should be completed for all applications and will identify if further documents required)		
Ecology Report <i>Required if identified as requirement in Ecology and Trees Checklist</i>		
Tree Report <i>Required if identified as requirement in Ecology and Trees Checklist</i>		
Biodiversity Completed Metric		
Draft Biodiversity Net Gain Plan		
Sustainability checklist (link to checklist)		

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January 2024