

## Hybrid Planning Application Validation Checklist

Complete this checklist where you are submitting a hybrid application.

A hybrid planning application may **seek outline planning permission for one part of a site and full planning permission for another part of the same site under a single application**. Hybrid applications are not defined in statute and as such, it is the LPA's discretion whether to accept such an application



Before proceeding with your Hybrid application, we recommend that you submit a [pre-application request](#) so that you can discuss your submission with one of our planning officers. Our officer will inform you which form to use (either a FULL Planning Application form or an Outline Application form).

If you choose not to submit a pre-application request, you will still need to speak to a planning officer to receive confirmation that your application can be submitted and be advised which form to use.

There is no legislation which determines how the fee for hybrid applications should be calculated. However, the Planning Portal explains that "The fee for each part would have to be calculated separately on the appropriate basis, subject to any relevant maximum, and the total (which would not be subject to any maximum) would then be chargeable."

We will expect the site location plan(s) to show each element (outline and full) of the hybrid application adjoining the highway. The fee will be calculated on the basis of both the outline and full elements of the hybrid application adjoining the highway

**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 guide](#)

### National requirements

Requirement	Included – Y/N	If No, short statement why detail is not required
<a href="#">Completed application form, signed and dated</a>		
<a href="#">Completed Ownership Certificate (A, B, C or D as appropriate) – within application form</a>		
<a href="#">Correct application fee</a>		
Please provide the calculation		

<p style="text-align: center;"><a href="#"><u>Location Plan</u></a></p> <p>Please show each element (outline and full) of the hybrid application adjoining the highway.</p>		
<p style="text-align: center;"><a href="#"><u>Proposed Site/Block Plan</u></a> (for full element and some reserved matters)</p>		
<p style="text-align: center;"><a href="#"><u>Existing and Proposed Elevations</u></a> (for full elements)</p>		
<p style="text-align: center;"><a href="#"><u>Existing and Proposed Floor Plans</u></a> (for full elements)</p>		
<p style="text-align: center;"><a href="#"><u>Existing and Proposed Roof Plans</u></a> (for full elements)</p>		
<p style="text-align: center;"><a href="#"><u>Site sections and finished floor and site levels</u></a> (for full elements)</p>		
<p style="text-align: center;"><a href="#"><u>Design and Access Statement</u></a></p>		
<p style="text-align: center;"><a href="#"><u>Fire Statement</u></a> <i><a href="#"><u>Where development contains two or more dwellings or educational accommodation and are 18m or more in height, or 7 or more storeys</u></a></i></p>		
<p style="text-align: center;"><a href="#"><u>Biodiversity Net Gain Statement</u></a></p>		
<p style="text-align: center;"><a href="#"><u>Environmental Statement and non-technical summary where applications are subject to Environmental Impact Assessment in circumstances set out in the Town and Country Planning (Environmental Impact Assessment) Regulations 2017</u></a></p>		
<p style="text-align: center;"><a href="#"><u>A screening opinion to determine whether an EIA is required can be requested before submitting a planning application.</u></a></p>		

## 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
<p><a href="#">Completed Ecology and Trees Checklist</a></p> <p><a href="#">(link to checklist)</a></p> <p><b>(This should be completed for all applications and will identify if further documents required)</b></p>		
<p><a href="#">Ecology Report</a></p> <p><i>Required if identified as requirement in Ecology and Trees Checklist</i></p>		
<p><a href="#">Tree Report</a></p> <p><i>Required if identified as requirement in Ecology and Trees Checklist</i></p>		
<p>Biodiversity Completed Metric</p>		
<p>Draft Biodiversity Net Gain Plan</p>		
<p><a href="#">Sustainability Statement</a></p> <p><i>For guidance on requirements of Sustainability Assessments please see Section 9.3 of the Validation Guide</i></p>		
<p><a href="#">Transport Statement/ Assessment</a></p> <p><i>Any proposal which meets or exceeds the thresholds within the Council's Guidance on Transport Statements and Assessments (or if advised during pre-application stage)</i></p> <p><i>To check whether this is a requirement for your development please use the guidance set out on our website</i></p> <p><a href="#">Highways development management   Central Bedfordshire Council</a></p>		