

Royal Borough of Kingston upon Thames

Validation Checklist (Local List):

Section 3 - Validation Checklist

National Requirements	Submitted Y / N	Detailed justification for not submitting the Information / Drawing / Plan
Application Form including Ownership Certificate		
Appropriate Fee		
Community Infrastructure Levy (CIL) Additional Information Form 1		
Site Location Plan		
Block Plan		
Existing Site Plan		
Proposed Site Plan		
Floor Plans (Existing and Proposed)		
Roof Plans (Existing and Proposed)		

Validation Checklist - February 2024

1

Proposed)		
Elevations (Existing & Proposed)		
Site Levels and Sections (Existing and Proposed)		
Window / door Section(Existing and Proposed)		
Design and Access Statement		
Fire Statement Gateway One		
Renewable Energy Sections (Existing and Proposed)		
Local Requirements	Submitted Y / N	Detailed justification for not submitting the Information / Drawing / Plan
Completed Checklist		
“45 Degree” Plans and Statement		
Can be included within any Daylight, Sunlight and Overshadowing Assessment		
“25 Degree” Elevation Plan and Statement		
Can be included within any Daylight, Sunlight and Overshadowing Assessment		

Validation Checklist - February 2024

2

Accessibility Statement (To be submitted as a standalone document or within the Design and Access Statement)		
Acoustic and Vibration - Impact Assessment		
Affordable Housing Statement (This can be included within the Planning Statement)		
Affordable Housing Financial Viability Assessment (FVA)		
Air Quality Assessment (AQA) and Air Quality Neutral Assessment (AQNA)		
Archaeological Assessment		
Basement Impact Assessment or Construction Method Statement for Basements		
Biodiversity Checklist		
BREEAM[1] Pre- Assessment Report or		

BREEAM Interim (Design Stage) Certificate		
CGI Visualisations		
Circular Economy Statement		
Construction Management Plan (including site waste management plan) (CEMP) (outline)		
Daylight, Sunlight and Overshadowing Assessment		
Design Codes		
Delivery and Servicing Plan (outline)		
Designing Out Crime Statement		
Development Specification		
Digital 3D Modelling		
Drainage Strategy and Sustainable Urban Drainage Systems (SuDS) Report		
Ecology (Biodiversity/ Geodiversity) Surveys and Reports		

Biodiversity Gain Plan		
Energy assessment and Overheating Mitigation		
Retrofit-first principle		
Environmental Impact Assessment		
Fire Statement (London Plan)		
Flood Risk Assessment		
Flood Risk Assessment Form		
Flues and Ventilation Extraction Details		
Foul sewage and utilities Assessment		
Health Impact Assessment (HIA)		
Heritage Statement		
Land Contamination Assessment		
Landscaping scheme (including 5 year management plan)		
Lighting assessment		
Loss of Employment Land / Floorspace (this could be included in the Planning		

Statement)		
Loss of Community Facilities Assessment		
Materials and Architectural Details		
NMA - Schedule of proposed changes		
Open Space Assessment		
Parameter Plans		
Parking and Access Details (Parking Provision and Management Plan)		
Planning Obligations – Draft Head(s) of Terms		
Planning Statement		
Public Art Strategy		
Reserved Matters Confirmation Statement		
Retail Impact Assessment		
Schedule of Accommodation		

Streetscene Elevations (Existing & Proposed)		
Sequential Test		
Statement of Community Involvement		
Structural Survey		
Tall Building Statement		
Time Stamped Photographs		
Transport Assessment		
Transport statement		
Travel Plan (Framework)		
Tree Survey, Arboricultural Method Statement and Arboricultural Impact Assessment (including Tree Protection Plan)		

Urban Greening Factor Statement		
Wind Impact Assessment		
Waste Management, Storage and Collection Strategy		
Water Consumption Statement		