

VALIDATION CHECKLIST: APPROVAL OF RESERVED MATTERS FOLLOWING A GRANT OF OUTLINE PLANNING PERMISSION FOR MINOR AND MAJOR DEVELOPMENTS

The following information (on both the national and local list of requirements) in the validation checklist must be submitted with your application for it to be accepted as valid and for consideration of your application to begin. We encourage you to submit all applications online via the Planning Portal. However, if you choose to post, please provide 2 copies of hard documents or 1 copy of hard documents and a CD with plans no larger than A3 and to scale. If any of the required information is not submitted with your application, you should submit written justification as to why you consider it is not appropriate in the particular circumstances of your proposed development.

National List of Requirements

Document Required	Guidance Notes	Where to look for further assistance	Policy Driver	Provided (Y/N)
Completed application form, ownership certificate and agricultural land declaration	<p>It is recommended that applications are submitted through the Planning Portal.</p> <p>Application form must be completed in full, signed and dated. The form must contain sufficient information to enable identification of the outline permission in respect of which the application is made.</p> <p>The ownership certificate must be provided where there are owners of the site other than the applicant.</p>	<p>https://www.planningportal.co.uk/applications</p> <p>https://www.gov.uk/guidance/making-an-application#Ownership-Certificate-and-Agricultural-Land-Declaration</p>	Town and Country Planning (Development Management Procedure Order) 2015 (as amended)	
Such particulars as are necessary to deal with the matters reserved in the outline planning permission.	<p>See below for further guidance on what may be required.</p> <p>You are advised that the information provided should fall within the scope of the original outline planning permission</p>	<p>https://www.gov.uk/guidance/making-an-application#approval-of-reserved-matters</p>	Town and Country Planning (Development Management Procedure Order) 2015 (as	

	that has been granted.		amended)	
Location Plan	<p>Scale 1:1250 or 1:2500 (metric) which is up to date and includes the direction of north</p> <ul style="list-style-type: none"> • Sufficient named roads to identify the exact location of the site (wherever possible at least two) • All the surrounding buildings, roads and footpaths on land adjoining the site • A red line around all land required for the development (e.g. land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings) • A blue line around all other land owned by the applicant close to or adjoining the application site 	<p>https://www.planningportal.co.uk/applications</p> <p>https://www.gov.uk/guidance/making-an-application#Plans-and-drawings</p>	Town and Country Planning (Development Management Procedure Order) 2015 (as amended)	
Block Plan	<ul style="list-style-type: none"> • Scale 1:200 or 1:500 (metric) • The direction of north • The proposed development in relation to the site boundaries and other existing buildings on the site with written dimensions including those to the boundaries • All buildings, roads and 	<p>Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town and Country Planning</p>	<p>See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015</p>	

	<p>footpaths on land adjoining the site including access arrangements</p> <ul style="list-style-type: none"> • All public rights of way crossing or adjoining the site • The position of all trees on the site and adjacent land • The extent and type of any hard surfacing • The type and height of boundary treatment (e.g. walls, fences etc.) 	<p>(Development Management Procedure (England) (Order) 2015.</p>		
Existing and proposed elevations (at a scale of 1:50 or 1:100);	<ul style="list-style-type: none"> • Scale 1:50 or 1:100 (metric) and should clearly show the proposed works in relation to what is already there • All sides of the proposal • Where a proposed elevation adjoins or is in close proximity to another building, drawings should clearly show the relationship between the buildings and detail positions of the openings on each property 	<p>Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015.</p>	<p>See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015</p>	
Existing and proposed floor plans (at a scale of 1:50 or 1:100);	<ul style="list-style-type: none"> • Scale 1:50 or 1:100 (metric) • Written dimensions to show overall size of any new buildings or extensions. • Where existing buildings or walls are to be demolished (if applicable) 	<p>Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town</p>	<p>See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order)</p>	

	<ul style="list-style-type: none"> Details of the layout of existing building(s) as well as those for the proposed development 	and Country Planning (Development Management Procedure (England) (Order) 2015.	2015	
Existing and proposed site sections and finished floor and site levels (at a scale of 1:50 or 1:100);	<p>Scale 1:50 or 1:100 (metric). Full information should be submitted to demonstrate:</p> <ul style="list-style-type: none"> How proposed buildings relate to existing site levels and neighbouring 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 	Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015.	See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015	
Roof plans (at a scale of 1:50 or 1:100).	<ul style="list-style-type: none"> Scale 1:50 or 1:100 (metric). Roof Plan to show shape of the roof, its location and any features such as chimney positions or windows 	Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015.	See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015	
Design and Access Statement	<p>A Design and Access Statement must:</p> <ul style="list-style-type: none"> explain the design principles and concepts that have been applied 	https://www.gov.uk/guidance/making-an-application#Design-and-	Town and Country Planning (Development	

	<p>to the development;</p> <ul style="list-style-type: none"> • demonstrate how the design of the development takes the context of the site into account; • explain the approach to access, and how Local Plan policies relating to access have been taken into account; • state what, if any, consultation has been undertaken on issues relating to access to the development and how this has informed the approach to access; and • explain how any specific issues which might affect access to the development have been addressed. 	<p>Access-Statement</p> <p>https://www.designcouncil.org.uk/resources/guide/design-and-access-statements-how-write-read-and-use-them</p>	<p>Management Procedure Order) 2015 (as amended)</p>	
Relevant fee	<p>Cheques should be made payable to: SADC or credit card payment should be made by calling 01727 866100.</p>	<p>Please see https://1app.planningportal.co.uk/FeeCalculator/Standalone?region=1 to assist in the calculation of the planning fee</p> <p>https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf</p>	<p>Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (as amended)</p>	
Local List of Requirements				
Requirements	Guidance Notes	Where to look for	Policy Driver	Provided (Y/N)

		further assistance		
The following supporting information may be required dependant upon which matters have been reserved for subsequent approval				
Street scene drawings. Normally required for layout, scale and appearance.	<p>Normally required when there is a notable difference in height between a proposed development and the neighbouring buildings.</p> <p>These drawings should:</p> <ul style="list-style-type: none"> • Contain a scale bar • Be of a scale of 1:100 or 1:200 • As a minimum, accurately show the height and outline of neighbouring dwellings/buildings and the position and size of windows/doors • Accurately show any differences in levels, including dimensions • Include written dimensions for gaps between buildings 	<p>Additional plans and drawings will in most cases be necessary to describe the proposed development, as required by the legislation (see article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015).</p>	<p>See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure (England) (Order) 2015</p>	
Affordable Housing Statement	<p>Required for applications providing 10 or more new residential units.</p> <p>The statement should set out:</p> <ul style="list-style-type: none"> • The number, size (number of bedrooms) and type and their proposed location • Details of size of each type (square metre) 		<p>National Planning Policy Framework</p> <p>Policy 7A of the St Albans District Local Plan Review 1994</p> <p>SPG – Affordable</p>	

	<ul style="list-style-type: none"> • Details of future management and tenure • Contact details for the chosen Registered Provider or • Confirmation of the agreement for the financial contribution when requested 		Housing (March 2004)	
Agricultural Appraisal	<p>You will only need to provide this information with applications that propose new dwellings for agricultural workers, or the removal of agricultural occupancy conditions on existing dwellings.</p> <p>Should include both functional and financial evidence to demonstrate that there is an agricultural need for a permanent dwelling and that there are no suitable dwellings available in the locality</p>		National Planning Policy Framework	
Agricultural Land Survey	<p>This may be required if the proposal relates to the loss of agricultural land.</p>	https://www.gov.uk/government/publications/agricultural-land-assess-proposals-for-development/guide-to-assessing-development-proposals-on-agricultural-land	Policy 102 of the St Albans District Local Plan Review 1994 and the National Planning Policy Framework.	
Air Quality Impact Assessment	<p>This information is required for an application which proposes a use or</p>		National Planning	

	<p>development which has the potential to impact air quality.</p> <p>An assessment of potential impacts of the development on local air quality should be provided which should outline the proposed mitigation measures where necessary.</p>		Policy Framework	
Archaeology Assessment	<p>An archaeological desk based assessment is required for all applications where groundworks are proposed within a:</p> <ul style="list-style-type: none"> • Scheduled monument • Archaeological sites for local preservation • Archaeological sites subject to recording conditions <p>A desk based assessment should:</p> <ul style="list-style-type: none"> • Detail previous nearby finds recorded in the heritage environment record • Discuss the archaeological potential of the site <p>A written scheme of investigation may be required.</p> <p>Where such proposals include new basements, extensions to basements or</p>	<p>Find out about archaeological assessments and evaluations at http://www.archaeologists.net/codes/ifa</p>	<p>National Planning Policy Framework</p> <p>Policy 111 of the St Albans District Local Plan Review 1994</p>	

	<p>other extensive groundworks, the results of an archaeological evaluation should be included.</p>			
Biodiversity Survey and Report	<p>You will need to provide this with applications where the type and location of development are such that the impact on biodiversity may be significant.</p> <p>A Preliminary Ecological Appraisal survey and report should provide an initial assessment of the impact of the proposed development on wildlife. Proposals for mitigation or compensation measures including the protection of habitats, and provision of new habitats, should also be included where appropriate. For all sites, account should be taken of the timing of both surveys and site work, particularly in relation to nesting birds, priority species and habitats.</p> <p>Where protected and priority species are known or have the potential to be present an Extended Phase 1 Habitat Survey should be carried out. Depending on the results of the initial survey, further protected species surveys may be required.</p> <p>The information submitted should also be capable of assessment under the</p>	<p>https://www.gov.uk/guidance/protected-species-how-to-review-planning-applications#when-applicants-need-a-species-survey</p> <p>https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/biodiversity-wildlife/hertfordshire-ecological-advice-service.aspx</p> <p>https://www.gov.uk/guidance/natural-environment</p>	National Planning Policy Framework	

	requirements of the Habitat Regulations. The demolition of buildings in areas where bat activity has been identified will require a Preliminary Roost Assessment.			
Construction Environment Management Plan	Required for all major developments to demonstrate how negative impacts of the construction process on the amenity of neighbouring occupiers and the environment will be managed and mitigated. Details should be included of how on-site impacts will be managed during the demolition/construction phase (particularly on homes, other sensitive uses and biodiversity), including traffic management, storage and contractor parking, dust, noise, vibration and stability.		National Planning Policy Framework	
Daylight/Sunlight Assessment	Where there is a potential adverse impact upon the current levels of daylight/sunlight enjoyed by adjoining properties or building(s), including associated gardens or amenity space, a Daylight and Sunlight Assessment will be required in order to establish the level of harm which would occur from the proposed development. Should include diagrams of how the shadows of the building will impact on neighbours for all four quarters of the year. Both diagrammatic and technical information may be required (in certain circumstances therefore it may need to	https://www.bregroup.com/services/testing/indoor-environment-testing/natural-light/	National Planning Policy Framework Policy 70 and 72 of the St Albans District Local Plan Review 1994.	

	<p>be demonstrated that the guidance set out in the BRE's <i>Site Layout For Daylight and Sunlight: A Guide to Good Practice (2nd edition)</i> have been achieved).</p>			
Design Codes	<p>Required for Strategic Sites of 350 homes or more.</p> <p>Requirements as specified within Strategic Sites Masterplanning Toolkit May 2019</p>	Link to Toolkit.	St Albans City and District Local Plan 2020-2036	
Flood Risk Assessment	<p>Required for sites of more than 1 ha. In Flood Zone 1.</p> <p>Required for all new development in Flood Zones 2 and 3.</p> <p>The FRA should:</p> <ul style="list-style-type: none"> • Assess the existing situation • Assess whether the proposal is likely to be affected by current or future flooding from any source • Satisfy the LPA that the development is safe and where possible reduces flood risk overall • State whether it will increase flood risk elsewhere and identify opportunities to reduce the probability and consequences of flooding • Include proposed mitigating measures to be undertaken to deal with the effects and risks of 	https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications	<p>National Planning Policy Framework</p> <p>Policy 84 of the St Albans District Local Plan Review 1994.</p>	

	<p>flooding, taking climate change into account</p> <p>The FRA should include the design of surface water management systems including Sustainable Drainage (SUDS) and address the requirement for safe access to and from the development in areas at risk of flooding.</p> <p>The FRA should provide evidence that demonstrates, where required, the Sequential and Exception Test of NPPF have been met</p>			
Foul sewage and utilities assessment	<p>Required where the proposed development involves connection to foul and storm water sewers. The applicant will be required to demonstrate that, following consultation with the service provider, the availability of drainage/sewerage infrastructure capacity has been examined and the proposal would not result in undue stress on this infrastructure.</p>	<p>Relevant technical guidance is provided in Building Regulations Approved Document Part H (Drainage and waste disposal).</p>		
Heritage Statement	<p>This is required for Applications which are likely to affect:</p> <ul style="list-style-type: none"> • Designated heritage assets • Non designated heritage assets such as Locally Listed Buildings, Areas of local archaeological importance and Locally Listed 	<p>https://historicengland.org.uk/content/docs/guidance/statements-of-heritage-significance-consultation-draft/</p> <p>This information can be found by using the</p>	National Planning Policy Framework	

	<p>Gardens</p> <p>The Statement should:</p> <ul style="list-style-type: none"> • As a minimum reference the appropriate Historic Environment Records. • Shall state the significance of the heritage asset, including any contribution made by its setting. In some applications this may be limited to the areas affected by the proposals. • Shall contain an impact assessment which describes any potential impact of the proposals on the significance of heritage assets affected, including any contribution made by their setting. In some applications this may be limited to the areas affected by the proposals • Include a structural survey (if required) 	<p>Planning Constraints map layers in our Local Information Service on the Council's website: http://gis.stalbans.gov.uk/wmlcustomerservice/</p>		
<p>Land Contamination Assessment</p>	<p>Where contamination is known or suspected, i.e. potentially contaminative former use such as industrial/commercial/agricultural. A Land Contamination Assessment should be carried out by or under the direction of a suitably qualified competent person.</p>		<p>National Planning Policy Framework</p>	

<p>Landscape and Visual Appraisal or Landscape and Visual Impact Assessment (including proposed landscaping details where necessary)</p>	<p>All applications that would impact on the character and visual amenity of the countryside or rural fringe. Where the impact is judged to need a more rigorous assessment, for instance where the proposal is for major residential development of 10 or more units or where the floor space to be created is greater than 1000m², the application may require instead a formal Landscape and Visual Impact Assessment. Landscape and Visual Impact Assessments are more detailed and technical studies and should be carried out by a suitably qualified landscape professional, in line with current guidelines.</p>	<p>Guidelines for Landscape and Visual Impact Assessment, 3rd Edition; Landscape Institute and I.E.M.A.</p> <p>Appointment of a landscape professional https://www.landscapeinstitute.org/technical-resource/appointing-landscape-professional/</p> <p>https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/landscape/landscape.aspx</p>	<p>National Planning Policy Framework</p> <p>Policy 104 – Landscape Conservation – St Albans District Local Plan Review 1994.</p>	
<p>Landscape Details including Maintenance</p>	<p>Required for all major developments.</p> <p>Landscape schemes should be underpinned by a comprehensive site survey and analysis, identify key environmental constraints and opportunities in line with national and local landscape, green infrastructure, biodiversity, and historic environment policy.</p> <p>The landscape strategy shall cover all public and private spaces including open</p>	<p>https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/landscape/landscape.aspx</p>	<p>National Planning Policy Framework</p> <p>Policy 74 – Landscaping and Tree Preservation – St Albans District Local Plan Review 1994.</p>	

	space, sports pitches and play facilities, green infrastructure, biodiversity habitats, water bodies and landscape buffers, and provide details of hard surfaces, boundary treatment and all soft landscaping proposed. The strategy should build on principles set out in a Design and Access Statement (where relevant).			
Tree Survey and Arboricultural Implications Assessment including Tree Protection Method Statement	<p>This is required where:</p> <ul style="list-style-type: none"> • There are significant trees within the site or street trees that may be affected by the development or construction works, including storage of materials; or • There is a Tree Preservation Order protecting trees on the application site; or • The proposed development is sited near to a protected tree(s) on neighbouring land; or • For application sites within Conservation Areas where trees are present. 	BS5837:2012 Trees in relation to design, demolition and construction - Recommendations	National Planning Policy Framework Policy 74 – Landscaping and Tree Preservation – St Albans District Local Plan Review 1994.	
Lighting Assessment	Required for all applications where it is proposed to incorporate external flood lighting. A contour plan should be provided which shows the layout of the proposed lighting scheme with beam orientation and lighting spill.		National Planning Policy Framework	
Materials Schedule (and samples)	Required if appearance is being sought. It is recommended that a materials panel		Policies 69 and 70 of the St	

	is constructed on site to allow for an assessment of the materials in context.		Albans District Local Plan Review 1994 and the National Planning Policy Framework.	
Retail Impact Assessment	<p>Retail and leisure developments over 2500 square metres.</p> <p>Smaller retail and leisure developments likely to have a significant impact on smaller centres.</p> <p>Applications for other main town centre uses when they are an edge of centre or out of centre location; and not in accordance with the Development Plan</p> <p>Should include details of the sequential test process that supports the chosen site location.</p>	https://www.gov.uk/guidance/ensuring-the-vitality-of-town-centres	National Planning Policy Framework	
Noise Impact Assessment / Acoustic Report	<p>Such an Assessment may be required in the following circumstances (this list is not exhaustive):</p> <ul style="list-style-type: none"> • Where it is proposed to introduce residential development to a noisy environment • Where it is proposed to introduce noisy uses/processes which are likely to impact on existing residential development or open 	https://www.gov.uk/guidance/noise--2	National Planning Policy Framework	

	<p>countryside</p> <ul style="list-style-type: none"> The provision of new plant or machinery <p>A Noise Impact Assessment prepared by a suitably qualified acoustician</p>			
Parking Strategy including cycle parking provision	<p>Any new development proposal which provides a level of parking which falls below maximum standards should include a justification for the quantum of parking that is proposed.</p> <p>Existing and proposed arrangements for:</p> <ul style="list-style-type: none"> Parking and cycle storage Access and turning arrangements for vehicles and pedestrians. <p>This may be shown on the block plan.</p> <p>Details of the materials to be used in the construction of any external facilities.</p>		<p>National Planning Policy Framework</p> <p>Policies 39, 40, 42-45, 47-49 of the St Albans District Local Plan Review 1994</p>	
Photographs/Photomontages and Contextual Drawings			<p>See article 7(1)(c)(ii) of the Town and Country Planning (Development Management Procedure) (England) (Order) 2015</p>	
Recycling / Waste Strategy	<p>Required for any new mixed use development, any major development</p>		National Planning	

<p>Required for layout, scale and appearance.</p>	<p>and any development involving blocks of apartments.</p> <p>Strategy will need to demonstrate:</p> <ul style="list-style-type: none"> • How refuse and recycling will be stored and collected • That the proposal will meet the current waste and recycling requirements and is flexible enough to adapt to future needs • Details of the materials to be used in the construction of any external facilities. 		<p>Policy Framework</p>	
<p>Supporting Planning Statement</p>	<p>Required for:</p> <p>Applications for 10 or more dwellings, or 0.5 hectares if is not known how many dwellings are proposed</p> <p>Applications for a building or buildings where the floor space to be created by the development is 1,000 square metres</p> <p>Application on a site having an area of 1 hectare or more</p> <p>Statements should:</p> <ul style="list-style-type: none"> • Include a full explanation of the proposal including any relevant background or site history • Identify the context and need for the proposed development including 		<p>National Planning Policy Framework</p> <p>St Albans District Local Plan Review 1994</p> <p>Harpenden Neighbourhood Plan 2019</p> <p>National Planning Practice Guidance</p>	

	<p>justifications for proposed change of use where appropriate</p> <ul style="list-style-type: none"> • Include an overview of how the proposal accords with the Local Plan and other relevant documents • Details of any consultation undertaken with statutory consultees and the local community 			
Structural Survey	<p>Applications involving the reuse of existing buildings or where it is proposed to demolish part of any heritage building due to its condition will require a structural survey.</p> <p>A structural survey should be carried out by a structural engineer or a suitably qualified person</p> <p>Where alteration/demolition is proposed, this should be clearly shown on the floor plans and elevations of the proposal and be cross referenced to the structural survey</p>		<p>National Planning Policy Framework</p> <p>Policy 87 of the St Albans District Local Plan Review 1994</p> <p>Harpenden Neighbourhood Plan – Policy H2</p>	
Sustainable Urban Drainage System Strategy	<p>Legislation now requires major to address the management of surface water drainage for statutory assessment by the Lead Local Flood Authority (LLFA) prior to determination by the Local Authority.</p>	<p>https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/water/surface-water-drainage/surface-water-drainage.aspx#DynamicJumpMenuManager_1</p>	<p>National Planning Policy Framework</p>	

		Anchor 3		
Transport Assessment	<p>All developments which are likely to generate significant amount of vehicle movement i.e. major developments</p> <p>Should include sufficient information such that an assessment as to the highways and traffic impact arising from the proposed development can be made. Likely to include:</p> <ul style="list-style-type: none"> • the existing conditions • development details • predicted person trip generation and mode splits • predicted residual vehicular trip generation based on proposed travel plan measures • distribution of residual vehicular trips • junction capacity assessments • details of the proposed mitigation measures <p>A Green Travel Plan may also be required by the Local Highway Authority.</p>	https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx#preapplication	<p>National Planning Policy Framework</p> <p>Policy 34 St Albans District Local Plan Review 1994</p>	
Statement of Community Involvement	<p>May be required where development falls within the requirements of Section 122 of the Localism Act 2011 (amending Section 61 of the Town and Country</p>		<p>National Planning Practice Guidance</p>	

	Planning Act 1990).			
Draft S106 Heads of Terms	<p>Required for all Major developments.</p> <p>This information should set out what planning obligations may be required, to mitigate the impact of the development proposed on social and community infrastructure.</p>	<p>https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/property/planning-obligations-guidance.aspx#</p> <p>https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx#preapplication</p> <p>The District Council's Community Services Team will also be consulted on any application and may request financial contributions towards</p>	National Planning Policy Framework	

		Leisure facilities.		
Ventilation/Extraction Statement	Required for all applications for non-residential use where ventilation or extraction equipment is proposed or will be required.	Details of the position and design of ventilation and extraction equipment, including odour abatement techniques and acoustic noise characteristics are required.	National Planning Policy Framework	
Viability Appraisal	A financial viability appraisal is required where there is a planning policy requirement to provide affordable housing or where the proposed development departs from other planning policy requirements due to viability.	<p>Financial viability appraisals should be accompanied by:</p> <ul style="list-style-type: none"> • an executive summary which outlines the key conclusions being drawn from the appraisal for the lay reader; and • a fully testable and editable electronic/software model which explicitly shows the calculations and assumptions used in the planning application. <p>Applicants should meet the cost of reviewing financial viability appraisals, or provide a solicitor's undertaking to pay, for an application</p>	<p>National Planning Policy Framework</p> <p>Policy 7A of the St Albans District Local Plan Review 1994</p> <p>SPG – Affordable Housing (March 2004)</p>	

		requiring a financial viability appraisal to be validated.		
Harpenden Neighbourhood Plan Requirements	<p>In addition to the above requirements, for major applications within the Neighbourhood Plan area, the following documents may also be required (this list is not exhaustive):</p> <ul style="list-style-type: none"> • Sustainability Statement • Dwelling Mix Statement • Public Open Space Provision Statement • Design Brief • Utilities and Infrastructure Statement • Carbon Dioxide Emissions Statement • Healthcare Provision Statement • Retail and Employment Statement 		<p>Harpenden Neighbourhood Plan 2019</p> <p>https://www.harpenden.gov.uk/neighbourhood-plan</p>	

Applicants are referred to Paragraphs 39-42 of the National Planning Policy Framework (February 2019) regarding pre-application engagement. The Council has a pre-application advice service and encourages applicants to use this service. Further details can be found on the Council's website: <http://www.stalbans.gov.uk/planning/makingaplanningapplication/householderpreapp.aspx>