



**NORTH YORKSHIRE PLANNING AUTHORITIES VALIDATION REQUIREMENTS**

**RDC3 : APPLICATION FOR APPROVAL OF RESERVED MATTERS**

For any application to be registered as a valid application it must be accompanied by the relevant forms, plans and supporting documents which are necessary to provide sufficient information for the application to be properly considered and determined. These notes and the document "Validation Requirements for Planning and Other Applications Submitted under the Town and Country Planning Acts" which can be obtained from the Authority's web site, are intended to guide you in putting your application together. We can only accept your application as legally valid if all the necessary information is provided to an acceptable standard.

Unless submitted electronically, one original with two copies of the application form, plans and supporting documents must be provided.

Please return this form with your application with all relevant boxes ticked to illustrate the material submitted as part of the application.

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<b>1. FORMS</b>		
Completed application form (signed and dated)		
<b>2. PLANS with all dimensions in metres on all plans and drawings</b>		
Location Plan at a scale of 1:1250 or 1:2500 to show:	The direction of North	
	Application site edged red/other land owned by the applicant edged blue	
	Wherever possible, at least 2 named roads and surrounding buildings	
Block Plan at a scale of 1:100, 1:200 or 1:500 to show:	The direction of North	
	Any site boundaries	
	The proposed buildings/structures , Vehicular access; The position of any building or structure on the other side of such boundaries or on the site	
	The type and height of boundary treatment	
	Where relevant, details of surfacing and proposed materials for parking areas	
Existing and proposed elevations at a scale of 1:50 or 1:100 to show:	The works in relation to what is already there	
	All sides of the proposal (blank elevations should also be included)	
	Where possible, the proposed building materials and the style, materials and finish of the windows and doors	

Existing and proposed floor plans to a scale of 1:50 , 1:100 or 1:200 to show:	Where existing wall or buildings are to be demolished these should be clearly shown	
	Details of the existing building(s) as well as the proposed development	
	New buildings in context with adjacent buildings	
Existing and proposed site sections and finished floor and site levels to a scale of 1:50 , 1:100 or 1:200	Where a proposal involves a change in ground levels, illustrative drawings should be submitted to show both existing and finished floor levels to include details of foundations and eaves.	
	For applications involving new buildings, information to demonstrate how proposed buildings relate to existing site levels (with reference to a fixed datum point) and neighbouring development.	
	In the case of a sloping site, show how proposals relate to existing ground levels or where ground levels outside the extension would be modified	
Roof plans	Where appropriate, at a scale of 1:50, 1:100 or 1:200 to show details such as the roofing material and their location	
<b>3. FEE</b>		
Appropriate fee. For guidance refer to A Guide to the Fees for Planning Applications in England 15 April 2015. Additional information is available on the Planning Portals Guidance "Fees for planning applications".		
<b>4. OTHER REQUIREMENTS</b>		
Such particulars as are necessary to deal with the matters reserved in the outline planning permission. Refer to the Outline Planning Permission and refer to the accompanying guidance document to establish what information is required.		
Certain types of development are liable for the Ryedale District Council Community Infrastructure Levy Charge. Where development is for residential development, for supermarket development, or for retail warehouses, in the first instance the 'Planning Application Additional Information Requirement Form' must be completed. In some situations, this form may have been undertaken for the outline approval, depending on what matters were not to be reserved, but the Council will need to be satisfied that there are no changes to the floorspace of the proposals when the Reserved Matters are submitted, and the CIL Liability is formally established.		