Checklist, Minor application at 1 Alpha Road; Hillingdon Heath, UB10 0 GP 27.4.26

Full Planning Applications (Major and Minor)

Two hard copies and 2 CDs for major applications. One electronic copy for minor applications

National Requirement List	
❑ Completed Application form– including the completed ownership certificate and declaration	✓
❑ Copy of notice if ownership certificate B, C or D has been completed	✓
❑ Correct application fee	
❑ Location Plan (scale of 1:1250 or 1:2500)	✓ planning portal.
❑ Site Plan/Block plan (scale of 1:100 or 1:200)	✓ plans
❑ Existing and Proposed Floorplans (scale of 1:50 or 1:100)	✓
❑ Existing and Proposed Elevations (scale of 1:50 or 1:100)	✓
❑ Existing and Proposed Sections (scale of 1:50 or 1:100)	✓
❑ Existing and Proposed Roof Plans (scale of 1:50 or 1:100)	✓
❑ Environmental statement – only for qualifying applications	(covered in carbon statement)
Local Requirement List	
❑ Accessibility Statement	✓ statement + drwgs
N/A ❑ Affordable Housing Statement	
❑ Air Quality Assessment	(covered in carbon statement)
N/A ❑ Airport Safeguarding Report	
not previously required. ❑ Arboricultural Impact Assessment	
N/A ❑ Archaeological Assessment	
N/A ❑ Basement Impact Assessment/Structural Survey	
❑ CIL Additional Information Form	✓
to be a condition tbc ❑ Contaminated Land Survey	
N/A ❑ Data required by the Greater London Authority Data Standard	
NA not previously required. ❑ Daylight/Sunlight assessment	

not previously required; to be conditioned.	❑ Demolition and Construction Method Statement	
	❑ Design and Access Statement if a Major Planning Application or in designated area	✓ [Minor, but included]
	❑ Drainage Assessment and Plans (including SUDS details)	✓ such construction on plans
	❑ Ecological survey & reports	✓ Biodiversity Net Gain
N/A	❑ Employment Assessment (if the proposal involves the loss of office)	
N/A	❑ Energy Statement	
N/A	❑ External Lighting details	
	❑ Existing and proposed plans, elevations and sections;	✓
N/A	❑ Financial Viability Assessment	
N/A	❑ Fire Statement (majors only) = minor	
	❑ Flood Risk Assessment	
N/A	❑ Flood Risk Sequential Test	
N/A	❑ Heads of Terms (draft)	
N/A	❑ Heritage Statement	
N/A	❑ ICNIRP Statement for Telecommunications Apparatus.	
for conditions but shown	❑ Landscape Strategy	
	❑ Levels Survey Information	✓ flat site, no alteration of levels.
	❑ Materials details	✓
N/A	❑ Microclimate and Wind Assessment for Tall Buildings	
N/A	❑ Noise and Vibration Impact Assessment	
	❑ Planning Statement	✓ Design + Access statement
	❑ Refuse Management Plan	✓ shown on plans
N/A	❑ Sequential Test	
	❑ Servicing Plan	✓ existing services kept
N/A	❑ Statement of Community Involvement	
N/A	❑ Technical Detail (including brochure) of proposed plant or ventilation equipment	