



Biodiversity Checklist for Validation of Planning Applications

(except householder and major applications where other provisions are required)

Office Use:

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There are many wildlife and ecological issues that are required to be considered as part of evaluating development proposals. The first stage is 'scoping' as to whether any further assessment is required.

The following has been designed to assist the applicant and the Council in considering the level of information that is likely to be required for an application to be validated.

The following assessment form must be completed and submitted with planning applications, except for major applications or householder application where other provisions apply.

Guidance for applicants

If your answers to the questions in **Sections 1 and/or 2** identify that your project may potentially have an adverse impact on designated sites, priority or other notable habitats or legally protected or notable species you will need to submit as Preliminary Ecological Appraisal ([CIEEM](#)) or other suitable report which demonstrates the following:

- Information about the sites, species, habitats or features that could be affected (such as location, size, abundance, importance)
- Likely impacts of your development on habitats, sites or species identified in this Checklist
- How alternative designs and locations have been considered
- How adverse impacts will be avoided
- How any unavoidable impacts will be mitigated or reduced (see note 4)
- How impacts that cannot be avoided or mitigated will be compensated (see note 4)
- Any proposals for enhancements of biodiversity

Where more targeted and specific reports are necessary (for example bat surveys), these must:

- Be undertaken by an appropriately qualified and experienced person
- Be of appropriate scope and detail (i.e. Bat Conservation Trust Guidelines)
- Be conducted at an appropriate time of year, in suitable weather conditions and using recognised methodologies e.g. bat Conservation Trust Guidelines.

Reports may not be required where applicants are able to provide pre-application correspondence from Natural England, the Local Authority or their ecological adviser that confirms that they are satisfied that the proposal will not have an adverse impact on any features identified in Sections 1 or 2.

The application may not be validated if any of the information submitted proves to be inadequate or inaccurate. If validated and the information is subsequently found not to fully address any potential impacts then further information may be required during the course of any planning application, for instance if any of the information you have provided needs clarification, or if other potential impacts are identified. If sufficient information on ecological issues is not provided by the time the application needs to be determined, the application may be invalidated or refused.

It is strongly advised that you consider biodiversity at the **earliest** possible stage in your project as there are seasonal constraints to much of the survey work that may be needed to support your application.

For further advice on competent ecologists that can undertake specialist survey work, please see the Chartered Institute of Ecological and Environmental Management <http://www.cieem.net/members-directory> in the first instance.