

NEW FOREST NATIONAL PARK AUTHORITY
LOCAL LIST REQUIREMENTS
Adopted on 01 September 2026

Document types	When Required (proportionate approach is taken as to level of detail in each particular case):	Policy References	Where to look for further assistance
Additional Plans	The national requirements note the need for a location plan and “others as necessary” with a reliance on the local requirements to detail what those are. For the avoidance of doubt, the local requirements should confirm what we need (particularly for the local requirement of calculating floorspace): • Block plan including site access details and showing proposed works in relation to any adjacent neighbours. The full footprint of neighbouring properties should be shown unless the site is large. • All complete existing and proposed inset elevations where applicable. Should no change be proposed and only a single drawing submitted, this should be titled appropriately to reflect this. • Existing and proposed inset elevations where applicable. • Existing and proposed site sections and finished floor and site levels (1:50 or 1:100) (in all cases where proposals involve a change in ground levels or is on a sloping site).	Local Plan Policies DP2, SP16, SP17, DP34, DP35, DP36 Design Guide National Planning Policy Framework Paragraphs 44 and 45 National Planning Policy Guidance Paragraph 016 (“Making and application-validation requirements”)	NFNPA Website

	• All plans should have a metric scale bar, key dimensions (distance of the development from the boundaries of the site and size of the building) original paper size, a drawing number and a North point where applicable. • Roof Plans (required for all applications involving complex extensions, alterations to roof forms and new buildings). • For listed building consent applications where windows and doors are to be replaced, details of all new fenestration at a scale of 1:5 section and 1:10 elevation. Elevation plans for all heritage assets should be annotated to clearly describe the proposed materials.		
	• Where the drawing disclaimer states “Do not scale,” the disclaimer must continue to read as “unless for planning purposes.” • For Section 73 (variation of condition applications), additional, scalable elevations and floor plans clearly showing the previous proposals superimposed over current proposals.		
Affordable Housing Statement	Required for all new residential development of 3 or more units or where the floor space of the proposed housing would exceed 1,000 square metres and for all applications for Rural Exceptions Sites under Local Plan Policy SP28 and NPPF paragraph 78. Please note that the definition of affordable housing is as per Annex 2 of the National Planning Policy Framework (2024) or its subsequent revision.	<u>Local Plan Policies SP27 and SP28</u> <u>Development Standards SPD</u> <u>National Planning Policy Framework Section 5</u>	<u>NFNPA Website</u>
Agricultural and Forestry/ Estate Worker/ Commoner’s Dwelling Statement	Required for proposals for agricultural/ forestry/ estate worker’s or commoner’s dwellings and all new agricultural buildings. Agreement to payment of fee for independent verification of statement.	<u>Local Plan Policy DP31</u>	<u>NFNPA Website</u>
Air Quality Assessment	Required for any development affecting Air Quality Management Areas (AQMA) or where the development could lead to the designation of an AQMA with high levels of pollution.	<u>Local Plan Policy SP15</u> <u>National Planning Policy Framework Paragraph 199</u>	

Arboricultural Implications Assessment	Required for all applications that include or are likely to affect any protected trees (TPO and Conservation Area), ancient or veteran trees, or Ancient and Semi Natural Woodland	<u>Local Plan Policy DP2 and SP6</u> <u>National Planning Policy Framework Section 15</u>	<u>Natural England Website</u> <u>Forestry England Website</u> <u>NFNPA Website</u>
Archaeological Desk-Based Assessment	Required for all major planning applications and minor applications in areas of recognized archaeology and should include details of groundworks and foundation information. All statements and documents must meet industry standards.	<u>Local Plan Policy SP16</u> <u>National Planning Policy Framework Section 16</u>	<u>NFNPA Website</u>
Biodiversity and Ecology Survey and Reports	Biodiversity checklist required for all applications. Ecology Surveys required for all applications for development within, adjacent or within close proximity to international, national or local nature conservation sites unless the Authority advises otherwise. Preliminary Ecological Assessment (including Potential Bat Roost Assessment) required for any development involving demolition or changes of a structure or changes to roof and cladding structures including fascias, soffits, hanging tiles and weather boarding.	<u>Local Plan Policies SP5, SP6 and DP2</u> <u>National Planning Policy Framework Section 15</u>	<u>NFNPA Website</u> <u>Natural England Website</u> <u>Wildlife Assessment Check (Wildlife Assessment Check – Partnership for Biodiversity in Planning)</u>

Biodiversity Net Gain Requirements	When a planning application is submitted, there are minimum national information requirements related to biodiversity net gain for those applications which, if planning permission was granted, would be subject to the general biodiversity gain condition. This will allow consideration of existing habitat baselines. The existing on-site habitat plan to be submitted under national requirements must also include an accurate scale bar and page size. Condition assessment required to confirm types and state of habitats on site. The Authority may also seek further information about the proposed strategy to meet the biodiversity gain objective for the development. For more information on biodiversity net gain exemptions refer to the Government website at Biodiversity net gain: exempt developments - GOV.UK.	Environment Act 2021 National Planning Policy Framework Section 15	Biodiversity net gain - GOV.UK (www.gov.uk)
Construction management statement	Required for all applications within or immediately adjacent to SSSI or Ramsar, SAC or SPA areas	Local Plan Policies SP5 and SP6 National Planning Policy Framework Section 15	Natural England Website
Design and Access Statement	Required for all applications for major development; applications in a conservation area consisting of 1 or more dwellings or buildings of 100+ square metres. Required for applications for listed building consent.	National Planning Policy Guidance Paragraph 030 ("Making an application- Design and Access Statement")	NFNPA Website

Flood Risk Assessment (FRA)	A site-specific flood risk assessment should be provided for all development in Flood Zones 2 and 3. This includes householder development, small non-residential extensions (with a footprint of less than 250 sq. m) and changes of use; except for changes of use to a caravan, camping or chalet site, or to a mobile home or park home site, where the sequential and exception tests should be applied as appropriate. In Flood Zone 1, an assessment should accompany all proposals involving: sites of 1 hectare or more; land which has been identified by the Environment Agency as having critical drainage problems; land identified in a strategic flood risk assessment as being at increased flood risk in future; or land that may be subject to other sources of flooding, where its development would introduce a more vulnerable use.	<u>Local Plan Policy DP12</u> <u>National Planning Policy Framework Section 14</u>	<u>Environment Agency Website</u> <u>NFDC & NFNPA Strategic Flood Risk Assessment</u>
------------------------------------	---	--	---

Heritage Statement (including Historical, Archaeological features and Scheduled Ancient Monuments)	Required for all applications affecting designated and non-designated heritage assets (including historic parks and gardens, battlefields and Scheduled Ancient Monuments, areas of significant archaeological potential and areas with the potential to impact on heritage assets with archaeological interest). Required for all applications within and adjacent to Conservation Areas, including demolition of non-listed buildings within Conservation Areas. Required for all applications affecting Listed Buildings including works and buildings within the curtilage of a listed building. Required for all applications in Conservation Areas and within the curtilage of a listed building that include excavations. Reference to the Historic Environment Record is expected as a minimum. The statement should include: an assessment of the heritage asset's significance; discuss the impact of the proposal on the heritage asset and its significance; and a statement of how harm has been avoided or minimised through design mitigation. Statements must include internal and external photographs and a construction method statement giving details of appropriate working methods and practices.	<u>Local Plan Policies DP2, SP16, SP17 and DP18</u> <u>Design Guide Relevant Conservation Area Appraisals</u> <u>Adopted Village Design Statements</u> <u>National Planning Policy Framework Section 16</u>	<u>Historic England Website</u> <u>NFNP Website</u> <u>Historic Environment Record</u>
Land Contamination Assessment	Required where contamination is known or suspected to exist or the proposed use is vulnerable and is included on the list of contaminated sites. Within 250 metres of a currently licensed or historic landfill site.	<u>Local Plan Policy SP15</u> <u>National Planning Policy Framework Section 15</u>	

Landscape Statement	Required for development where existing trees, hedges and other landscape features will be affected by the proposals and landscape needs to be considered as an integral part of the development. Proposals should include details of proposed soft & hard landscape including boundary treatments and means of enclosure, and its long term maintenance. A Landscape Visual Impact Assessment (LVIA) is required for larger applications and/ or applications in particularly sensitive locations.	<u>New Forest National Park Landscape Character Assessment and Landscape Action Plan.</u> <u>Local Plan Policies SP7, DP2, SP6, SP9, SP16, SP17</u> <u>Design Guide</u> <u>Relevant Village Design Statements</u> <u>Relevant Conservation Area Appraisal Documents</u> <u>National Planning Policy Framework Section 15</u>	<u>NFNPA Website</u>
Lighting Assessment/ Lighting Information	Required for all proposals involving large areas of external lighting (lit car parks, floodlighting of buildings, structures or areas). For small scale lighting/ development, lighting information including Lux levels, colour temperature (CCT), location and the design of the lighting units. For large scale lighting/ development, a full assessment should be provided including a full external lighting plan with Lux levels with a Lux contour map, colour temperature (CCT), location and the design of the lighting units and potential impact/ mitigation.	<u>Local Plan Policy SP15</u> <u>Adopted Village Design Statements</u> <u>National Planning Policy Framework Section 15 paragraph 198</u>	
Nutrient Mitigation Information	Nutrient Mitigation Checklist and relevant Nutrient Budget calculation required (Solent or River Avon) for applications proposing a net increase in dwellings or other forms of overnight accommodation.	<u>Habitats Regulations</u> <u>National Planning Policy Framework Section 15</u>	<u>NFNPA Website</u> <u>Natural England Website</u>

Noise Assessment	Required for any development where it is likely to generate associated noise or activity in noise sensitive areas.	<u>Local Plan Policy SP15</u> <u>National Planning Policy Framework Section 15 Paragraph 198</u>	
Planning Obligations- Draft Heads of Terms or Draft Unilateral Undertaking (for smaller scale applications)	Where off-site contribution is required and is to be provided, this should be submitted with the planning application and where Local Plan Policies/ SPD give details of likely requirements. Statement must confirm willingness to pay in full or provide details of on-site ecological mitigation measures instead.	<u>Local Plan Policies SP5 and SP38</u> <u>National Planning Policy Framework Section 4</u>	<u>Development Standards SPD</u>
Statement of Community Involvement	Required for all major applications. Can be included in Planning Statement.	<u>National Planning Policy Framework Section 4</u>	
Surface Water Drainage Statement	Required for all major applications.	<u>National Planning Policy Framework Section 14</u>	<u>Hampshire County Council Website</u>
Sustainability Statement	Required for all planning applications. The statement should include details of how the proposal is resilient and responsive to the impacts of climate change through: improved energy efficiency; making appropriate use of small-scale renewable energy; its use of sustainable building techniques, local materials and minimising energy use and waste; water efficiency; and enabling wildlife and habitats to adapt to climate change.	<u>National Planning Policy Framework Section 14</u> <u>Local Plan Policies SP1, SP11 and DP8</u>	
Telecommunications Development - Supplementary Information	Required for all Telecommunications applications.	<u>National Planning Policy Framework Section 10</u>	
Transport Assessment	Required where proposal would lead to significant transport implications.	<u>Local Plan Policies DP2, SP38, SP54 and SP55</u> <u>National Planning Policy Framework Section 9</u>	

Travel Plan	Required for all planning applications where a Transport Assessment is required.	<u>Local Plan Policies DP2, SP28, SP54 and SP55</u> <u>Development Standards SPD</u> <u>National Planning Policy Framework Section 9</u>	<u>Hampshire County Council Website</u>
Tree Survey/Arboricultural Implications Assessment	Required for all applications where trees or hedgerows are proposed to be lost or would be affected (directly or indirectly) by the development.	<u>Local Plan Policies DP2, SP9</u> <u>National Planning Policy Framework Section 15</u>	<u>NFNPA Website</u>
Ventilation/Extraction Statement	Required for applications for uses involving food preparation – restaurants, cafes, takeaways and pubs (parts of Class E and Sui Generis categories of the Use Classes Order as amended 2020).	<u>Local Plan Policy SP15</u> <u>National Planning Policy Framework Section 15</u>	<u>NFNPA Website</u>
Viability Appraisal	Required for all applications for new dwellings where the applicant is seeking relaxation from contribution requirements.	<u>Local Plan Policy SP38</u>	<u>NFNPA Website</u>

Definitions:

Major application: as defined in Article 2 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. Includes applications for 10 or more dwellings or residential development on a site of 0.5 hectares or more; the provision of buildings of 1,000 square metres or more; and development carried out on a site having an area of 1 hectare or more. It should be noted that this definition is separate to the consideration of 'major development' in National Parks under paragraph 190 of the NPPF (2024) and policy SP3 of the New Forest National Park Local Plan (2023).

Information regarding planning applications and validation can be found on the Government website at <https://www.gov.uk/guidance/making-an-application>.