

Name of Local Place Plan:

Name of community body:

Date submitted:

Validation requirement	Circular paragraphs	Does it comply? Y/N	Notes (if applicable)
A copy of the finalised Local Place Plan			
The Local Place Plan submission should contain the following elements:			
Name and contact details of Community Body	Paras 40 and 65		
Map of the Boundary of the Local Place Plan.	Paras 37; 41; 43		
Contain a statement of the Community Body’s proposals as to the development or use of land within the Local Place Plan area.	Paras 18-21; 37; 41- 45		
A map or maps identifying specific sites/locations detailed in the plan’s proposals.	Paras 41-45		
A statement explaining how the Local Place Plan has had regard to the Local Development Plan, National Planning Framework and any applicable Locality Plans (contact LPP@fife.gov.uk to find out about Fife’s Locality Plans).	Paras 25-31; 68- 69		
If the Local Place Plan proposes that the Local Development Plan should be amended, a statement setting out reasons for amendments proposed.	Paras 32-35; 70		
A copy of the pre-submission Information Notice demonstrating compliance with the required contents including: <ul style="list-style-type: none"> a brief description of the content and purpose of the proposed Local Place Plan information as to how and to whom any representations on the content of the proposed Local Place Plan should be made and the date by which they should be made. 	Paras 54-58		
Records of when and to whom the Information Notice was sent (required local councillors and applicable community councils).	Paras 49-53		
Information confirming that the plan has been submitted by a Community Body meeting the requirements of legislation for LPPs. Check constitution includes powers to undertake Local Place Plans. (Not required for Community Councils)	Paras 12-17; Paras 61-65		

A statement describing engagement and the level and nature of community support for the Local Place Plan.	Paras 71-73		
Copies of additional relevant documents referred to in the LPP as appropriate. Copies of documents published by Fife Council will not be required.	Paras 74-76		