

CONSULTATION ON PLANNING APPLICATION REQUIREMENTS

Report By: Head of Planning Services

Wards Affected

County-wide

Purpose

1. To inform members about changes to planning application procedures and to confirm consultation arrangements accordingly.

Financial Implications

2. None.

Background

- 2.1 The Government has decided to introduce a National Standard Planning Application form which will be mandatory from April 2008. It is known by the project title "1-APP". In association with 1-APP the Government has set out minimum standards for planning application submissions which must be met by applicants to form a valid planning application. There will be national minimum standards, to be known as Planning Application Requirements (National). The government has also provided for local planning authorities to set their own local requirements, known as Planning Application Requirements (Local). In order for these local requirements to be enforceable they must be publicised and consulted on before being brought into use. The government has specified that the consultation period must be at least six weeks in duration, and the programme for consultation must be agreed by an appropriate Committee of the local planning authority. If a properly prepared set of Planning Application Requirements (Local) have not been published by April 2008 then applicants will only have to meet the national standards in order to submit a valid planning application.
- 2.2 There will be benefits in having a suitably prepared set of Planning Application Requirements (Local). At present, legally, applicants only have to submit fairly basic details with a planning application in order to make it valid. Additional items such as wildlife surveys, tree surveys and a wide range of other essential information can be requested before a decision is made – but can not always be demanded at the start of the process. This frequently leads to delays. The basic concept is to raise the standard of planning application submissions at first submission.
- 2.3 In theory, at least, this will benefit the local planning authority because the "rules" for what constitutes a valid application will be made more clear and it gives local planning authorities the ability to demand high standards of planning application submissions.

- 2.4 It is, however, important to stress that the creation of a set of Planning Application Requirements (Local) will not prejudice the decision of the local planning authority on a planning application once submitted.

3 Proposals

- 3.1 It is proposed that the Planning Application Requirements (Local) should cover all the matters listed in the appendix to this report.
- 3.2 It is proposed that the consultation process should include:
- Presentation of the draft PAR(L) to an Agents' Forum
 - Written consultation with City, Town and Parish Councils
 - Written consultation with normal statutory consultees on planning applications
 - Written consultation with a selection of non-statutory consultees taken from the list in the Council's Statement of Community Involvement, i.e. to include those with County-wide interests and who comment most frequently on planning applications
- 3.3 It is further proposed that the consultation period should take place during October and November 2007 with the outcome of those consultations being reported back to Planning Committee in January 2008 for agreement to the final version of the PAR(L).
- 3.4 Because this matter is a procedural one it is not necessary for it to be referred to Cabinet

RECOMMENDATION

THAT;

The consultation process outlined above be approved.

Planning Application Requirements (Local) – Appendix to Planning Committee Report

Draft List of Local Requirements (not all will apply in every case)

- **Affordable Housing Statement**
- **Air Quality Assessment**
- **Biodiversity Survey and Report**
- **Daylight/Sunlight Assessment**
- **Drainage/Sewerage Assessment**
- **Environmental Impact Assessment**
- **Flood Risk Assessment**
- **Heritage Statement (including, archaeological, architectural and historic assets)**
- **Land Contamination Assessment**
- **Landfill Statement**
- **Lighting Impact Assessment**
- **Noise Impact Assessment**
- **Open Space/Recreational Needs Assessment**
- **Retail Impact Assessment**
- **Transport Assessment (including parking and access arrangements)**
- **Travel Plans**
- **Plans, Photographs and Photomontages**
- **Planning Obligation Agreement – Draft Heads of Terms**
- **Planning Statement**
- **Regeneration Statement**
- **Retail Impact Assessment**
- **Site Waste Management Plans**
- **Statement of Community Involvement**
- **Structural Surveys**
- **Tree Surveys/proposals**
- **Utilities Statement**
- **Ventilation/Fume Extraction Details**