GEDLING BOROUGH COUNCIL

STANDARD PLANNING APPLICATION FORM (1APP)

PROPOSED LIST OF LOCAL REQUIREMENTS

The recommended national list of local requirements that may be adopted locally is as follows:

- Affordable housing statement
- Air quality assessment
- Biodiversity survey and report
- Daylight/Sunlight assessment
- Economic statement
- Environmental statement
- Flood risk assessment
- Foul sewage and utilities assessment
- Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments)
- Land Contamination assessment
- Landfill applications
- Landscaping details
- Lighting assessment
- Noise assessment
- Open Space assessment
- Parking Provision
- Photographs and Photomontages
- Planning Obligations - Draft Head(s) of Terms
- Planning Statement
- Site Waste Management Plan
- Statement of Community Involvement
- Structural Survey
- Telecommunication Development - supplementary Information
- Town Centre Uses - Evidence to accompany applications
- Transport assessment
- Travel Plan
- Tree survey/Arboricultural implications
- Ventilation/Extraction statement

Outlined below for each type of application is a summary of the statutory national requirements, followed by the proposed list of local requirements and thresholds.
1. Householder application for planning permission for works or extension to a dwelling

**National Requirements:**
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where the proposed development involves demolition of a building or alterations to the roofspace.
- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Tree Survey/Arboricultural Implications – required if any trees or hedges need to be removed or pruned as part of the proposed development.

2. Householder Application for planning permission for works or extension to a dwelling and Conservation Area consent for demolition in a Conservation Area

**National Requirements:**
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where the proposed development involves demolition of a building or alterations to the roofspace.
- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Tree Survey/Arboricultural Implications – required if any trees or hedges need to be removed or pruned as part of the proposed development.

3. Householder Application for planning permission for works or extension to a dwelling and Listed Building consent

**National Requirements:**
Completed form and relevant ownership or agricultural holdings certificate and
Proposed Local Requirements:

- Biodiversity Survey and Report – required where the proposed development involves demolition of a building or alterations to the roofspace.
- Heritage Statement – required where the proposed development affects a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Tree Survey/Arboricultural Implications – required if any trees or hedges need to be removed or pruned as part of the proposed development.

4. Application for Planning Permission

National Requirements:
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

Proposed Local Requirements:

- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
- Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
- Heritage Statement – required where the proposed development affects the setting of a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Open Space Assessment – required where the proposed development relates to an existing area of Protected Open Space or Important Open
Areas within a conservation area.

- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Structural Survey – required for any proposed conversion within the Green Belt.
- Telecommunication Development – applications should be accompanied by a range of supplementary information including the area of search, details of any consultation undertaken, details of the proposed structure, and technical justification and information about the proposed development. Applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP).
- Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).
- Tree Survey/Arboricultural Implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.

5. Application for Outline Planning Permission with some matters reserved

National Requirements:
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

Proposed Local Requirements:
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
- Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
- Heritage Statement – required where the proposed development affects the setting of a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Parking Provision – required if layout not reserved for subsequent approval.
- Open Space Assessment – required where the proposed development relates to an existing area of Protected Open Space or Important Open Areas within a conservation area.
- Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).
- Tree Survey/Arboricultural Implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.

6. Application for Outline Planning Permission with all matters reserved

National Requirements:
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

Proposed Local Requirements:
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
- Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
- Heritage Statement – required where the proposed development affects the setting of a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is
• Open Space Assessment – required where the proposed development relates to an existing area of Protected Open Space or Important Open Areas within a conservation area.
• Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).
• Tree Survey/Arboricultural Implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.

7. Application for Planning Permission and Conservation Area consent for demolition

National Requirements:
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

Proposed Local Requirements:
• Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
• Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
• Heritage Statement – required where the proposed development affects the setting of a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
• Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
• Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in
Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).

- Tree Survey/Arboricultural Implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.

8. Application for Planning Permission and Listed Building consent

National Requirements:
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application (including all new doors, windows, shopfronts, panelling, fireplaces, plaster mouldings and other decorative details), design and access statement, if required, and the appropriate fee.

Proposed Local Requirements:
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
- Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
- Heritage Statement – required where the proposed development affects a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).
- Tree survey/Arboricultural Implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.
9. Application for Planning Permission and Advertisement consent

**National Requirements:**
Completed form and relevant ownership or agricultural holdings certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application (including advertisement position, size, materials and colours, height above ground, extent of projection and method and colour of illumination, if applicable), design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species; designated sites, important habitats or other biodiversity features; or features of geological conservation importance being affected adversely or conserved and enhanced within the site or on adjacent land.
- Flood Risk Assessment – required for development proposals of 1 hectare or greater if the site is located within Flood Zone 1 and for all proposals for new development located in Flood Zones 2 or 3, as designated by the Environment Agency.
- Heritage Statement – required where the proposed development affects the setting of a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Open Space assessment – required where the proposed development relates to an existing area of Protected Open Space or Important Open Areas within a conservation area.
- Parking Provision – required where existing parking or garage facilities are affected by the proposed development.
- Structural Survey – required for any proposed conversion within the Green Belt.
- Transport Assessment and Travel Plan – required where the proposed development has significant transport implications in accordance with the Indicative Thresholds for Transport Assessments, as specified in Appendix B of the Department for Transport Guidance on Transport Assessment (March 2007).
- Tree survey/Arboricultural implications – required if there are any trees or hedges on the site or on adjacent land that could influence the proposed development or might be important as part of the local landscape character.
10. Conservation Area Consent for demolition in a Conservation Area

**National Requirements:**
Completed form and relevant ownership certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application, design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity survey and report.

11. Listed Building consent for alterations, extension or demolition of a listed building

**National Requirements:**
Completed form and relevant ownership certificate and notices together with location plan, copies of other plans and drawings necessary to describe the application (including all new doors, windows, shopfronts, panelling, fireplaces, plaster mouldings and other decorative details), design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where the proposed development involves demolition of a building or alterations to the roofspace.
- Heritage Statement – required where the proposed development affects a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Tree survey/Arboricultural Implications – required if any trees or hedges need to be removed or pruned as part of the proposed development.

12. Application for Advertisement consent

**National Requirements:**
Completed form together with location plan (including at least two named roads) copies of other plans and drawings necessary to describe the application (including advertisement position, size, materials and colours, height above ground, extent of projection and method and colour of illumination, if applicable), and the appropriate fee.

**Proposed Local Requirements:**
None.
13. Listed Building consent for alterations, extension or demolition of a listed building and advertisement consent

**National Requirements:**
Completed form and relevant ownership certificate and notices together with location plan (including at least two named roads), copies of other plans and drawings necessary to describe the application (including all new doors, windows, shopfronts, panelling, fireplaces, plaster moldings and other decorative details, advertisement position, size, materials and colours, height above ground, extent of projection and method and colour of illumination, if applicable), design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where the proposed development involves demolition of a building or alterations to the roofspace.
- Heritage Statement – required where the proposed development affects a Grade I or II* Listed Building, Park/Garden or Scheduled Ancient Monument and if the site is within a Conservation Area and exceeds 1000 square metres in area or the proposed development is over 20 metres high.
- Tree survey/Arboricultural Implications – required if any trees or hedges need to be removed or pruned as part of the proposed development.

14. Application for a Lawful Development Certificate for an existing use or operation or activity including those in breach of a planning condition

**National Requirements:**
Completed form together with location plan and such evidence verifying the submitted information and other relevant information and the appropriate fee.

**Proposed Local Requirements:**
None.

15. Application for a Lawful Development Certificate for a proposed use or development

**National Requirements:**
Completed form together with location plan and such evidence verifying the submitted information and other relevant information and the appropriate fee.
Proposed Local Requirements:
None.

16. Application for prior notification of proposed agricultural development – proposed building

National Requirements:
Completed form or written description of the proposed development and the materials to be used, together with a location plan and the appropriate fee.

Proposed Local Requirements:
None.

17. Application for prior notification of proposed agricultural development – proposed road

National Requirements:
Completed form or written description of the proposed development and the materials to be used, together with a location plan and the appropriate fee.

Proposed Local Requirements:
None.

18. Application for prior notification of proposed agricultural development – proposed excavation/deposit of waste material from the farm

National Requirements:
Completed form or written description of the proposed development and the materials to be used, together with a location plan and the appropriate fee.

Proposed Local Requirements:
None.

19. Application for prior notification of proposed agricultural development – proposed fish tank

National Requirements:
Completed form or written description of the proposed development and the materials to be used, together with a location plan and the appropriate fee.
20. Application for prior notification of proposed development in respect of permitted development by electronic communications code operators

**National Requirements:**
Completed form or written description of the proposed development, together with a location plan and the appropriate fee and evidence that the developer has given notice of the proposed development and/or where the proposed development consists of the installation of a mast within three kilometres of the perimeter of an aerodrome evidence that the developer has notified the Civil Aviation Authority, the Secretary of State for Defence or the Aerodrome operator.

**Proposed Local Requirements:**
None.

21. Application for Hedgerow Removal Notice

**National Requirements:**
Completed form or the form set out in Schedule 4 to the Hedgerow Regulations 1997 together with a plan which shows the location and length of the hedgerow(s) to be removed and evidence of the date of planting.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species being affected adversely.
- Tree survey/Arboricultural Implications – required where mature trees are located within the hedgerow.

22. Application for prior notification – proposed demolition

**National Requirements:**
Completed form or written description of the proposed development, a statement that the applicant has displayed the relevant site notice and the appropriate fee.

**Proposed Local Requirements:**
- Biodiversity Survey and Report – required where there is a reasonable likelihood of protected or priority species being affected adversely.
• Structural Survey – required where the building is including on the Borough Council’s List of Buildings of Local Interest.

23. Application for Approval of Reserved Matters following outline approval

**National Requirements:**
Completed form or application in writing containing sufficient information to identify the relevant outline planning permission together with such particulars as are necessary to deal with the reserved matters and block plan (including site boundaries), copies of other plans and drawings necessary to describe the application and the appropriate fee.

**Proposed Local Requirements:**
• Design and Access Statement.

24. Application for removal or variation of a condition following grant of planning permission (Section 73 of the Town and Country Planning Act 1990)

**National Requirements:**
Completed form and relevant ownership or agricultural holdings certificate and notices together with design and access statement, if required, and the appropriate fee.

**Proposed Local Requirements:**
None.

25. Useful Supporting Information – Application for Approval of Details Reserved by Condition

**National Requirements:**
There are NO NATIONAL REQUIREMENTS for applications for the approval of details reserved by condition except that they should be made in writing. However, you may submit a completed form together with location plan and copies of other plans and drawings necessary to describe the subject of the application.

**Proposed Local Requirements:**
None.
26. Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) or Notification of Proposed Works to Trees in Conservation Areas (CA)

You MUST provide a fully completed and dated form together with a sketch plan showing the location of all tree(s) and a full and clear specification of the proposed works and statement of reasons for the proposed work, as well as evidence in support of the statement of reasons, where required by the standard application form.

For works to trees in conservation areas, it is important to supply precise and detailed information. You may, therefore, wish to provide a fully completed and dated form together with a sketch plan showing the location of all tree(s) and a full and clear specification of the proposed works.

Whether the trees are protected by a TPO or in a conservation area, please indicate which of the following types of additional information you are submitting:

- photographs.
- report by a tree professional (arboriculturist) or other.
- details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form.