

Cambridgeshire County Council

Guidance for applicants and their agents on the Local Validation List (June 2019)

This guidance note sets out the circumstances in which you will need to submit information under the headings set out in Cambridgeshire County Council's Local Validation List (June 2019). Not all the items listed will apply in every case and you are strongly advised to seek pre-application advice to find out what is required before submitting your application. Failure to consider all of the necessary points will mean that the application will be invalid until the necessary information has been received. An invalid application cannot be registered.

Pre-application Advice

Applicants are encouraged to take advantage of the pre-application services that we offer in accordance with Paragraph 40 of the National Planning Policy Framework (February 2019).

Planning

As noted above, we offer a planning pre-application service for County Planning, Mineral and Waste planning applications. More information about planning pre-application advice can be found under the heading Pre-application advice on our website. In addition to giving planning policy advice, we are able to assist in advising: which documents will need to be submitted to meet the requirements of the validation checklist; upon the appropriate level of community engagement; and encouraging engagement with the relevant statutory and non-statutory bodies at an early stage.

Other specialist services

Cambridgeshire County Council also offers separate specialist pre-application advice for: -

- Ecology and Biodiversity;
- Transport and Highways;
- Sustainable travel/smart travel measures including advice on best practice travel plans;
- Archaeology and Historic Environment (charging schedule); and
- Surface Water Drainage and sustainable drainage schemes (Cambridgeshire County Council is the Lead Local Flood Authority).

There are separate application forms for other specialist advice and separate charges are payable. More information can be found by clicking on the above links. In addition, most other government bodies now offer specialist formal/informal pre-application advice when relevant, for example the district and city councils; Natural England; Sport England; Historic England; Highways England, the Environment Agency and from the Middle Level Commissioners, all of which can be contacted directly.

Where beneficial, applicants who are not already required by law are encouraged to engage with the local community and where relevant with statutory and non-statutory bodies.

Submitting a planning application form

Planning applications for the **County Council's own development and for waste development** can be submitted through the national [Planning Portal](#).

For **County Council development applications**, the applicant (Q1 of the Standard Application Form) must be *Cambridgeshire County Council* (very occasionally this may be jointly with another party), **but it should not be** an individual officer. A full stop can be placed in the name box to enable submission through the planning portal.

Please note that neither the Standard Planning Application Form nor the Local Validation List applies to applications for **mineral development**. Application forms for new Mineral development can be downloaded from this page on the County Council's [website](#).

Developers of mineral sites should contact the County Planning, Minerals and Waste Team at the pre-application stage to establish what information should accompany their application.

Requests from the Council for additional information during the consideration of the application are more likely if the information provided is of poor quality.

The web links provided in this document are correct at **June 2019**. We will update this guidance when there are significant changes to planning policy documents and will review the Local Validation List and the guidance at least every 2 years.

Please note that an updated Minerals and Waste Core Strategy is currently under review, with an expected adoption date in 2020. Additionally, in March 2018 Huntingdonshire District Council submitted a Local Plan to 2036 for independent examination by a Planning Inspector appointed by the Secretary of State and consultation on the proposed main modifications ended on 29 January 2019.

National requirements

These are required by [The Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#).

Guidance on the National requirements is given in [Paragraphs 016 Reference ID: 14-016-20140306](#) to 37 Reference ID: 14-037-20140306 of the **Department for Housing, Communities & Local Government** [Planning Practice Guidance](#).

Introduction

The following sections describe all of the items on the Local Validation List and indicate in which circumstances each should be provided. They also give the policy behind the requirement (policy driver) and reference where you can find further information. Additionally further information can be found about emerging policy within the policy pages on the relevant Council's website. Some items will require input from a technical specialist.

1. Planning Statement

Policy Driver

Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that all applications for planning permission be determined in accordance with the development plan unless other material considerations indicate otherwise.

[South Cambridgeshire Local Plan \(September 2018\) policy HQ/2 Public Art and New Development](#)

Types of applications that require this information

All, except those for very minor development where there are no policy implications.

What information is required?

A planning statement should identify the context and need for a proposed development and include an assessment of how it accords with relevant national and development plan policies. Where the proposal does not accord with a planning policy or policies this should be acknowledged and reasons given why the planning authority should grant permission.

Within South Cambridgeshire District Council's Area where relevant for developments of proposed new floor space of 1000 square metres the Planning or Design and Access Statement should also include:-

- Consideration of the integrating into the design of the development provision or commissioning of public art.

Where to look for further assistance

National planning policy documents can be found on www.gov.uk. For example, the [National Planning Policy Framework \(February 2019\)](#); the [National Planning Policy for Waste](#) (October 2014); and the [Planning Practice Guidance](#).

The development plan sets out the planning authority's policies and proposals for the development and use of land in their area and in Cambridgeshire it comprises:

[Cambridgeshire and Peterborough Mineral and Waste Core Strategy](#) (July 2011) and [Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Plan](#) (February 2012).

[The Block Fen Langwood Fen Master Plan](#) (July 2011) (Supplementary Planning Document).

[The Location and Design of Waste Management Facilities](#) (July 2011) (Supplementary Planning Document).

[The RECAP Waste Management Design Guide](#) (February 2012) (Supplementary Planning Document).

The relevant District or City Council's adopted local plan or local development framework documents.

Links are provided to the relevant local planning authority's planning policy front page rather than to the individual documents. This is because they are progressively being adopted / reviewed therefore you should check the status of policy documents regularly.

For this reason the individual policies referred to later in this document may be superseded over time and their relevance should be checked before you refer to them in your Planning Statement. It is also necessary to have regard to adopted Neighbourhood Plans details of which can be found on the relevant planning policy pages of the relevant district council's website and to emerging local policy documents affording weight appropriate to the relevant stage of the plan process.

[Cambridge City Council](#)

[East Cambridgeshire District Council](#)

[Fenland District Council](#)

[Huntingdonshire District Council](#)

[South Cambridgeshire District Council](#)

2. Local Authority Development Letter

Policy Driver

The Town and Country Planning General Regulations 1992 (Statutory Instrument 1992 No 1492). Regulation 3 states that where a planning authority proposes to develop land then the application shall be made to and determined by the authority itself. Examples are new schools, extensions to schools; libraries; roads, bridges and other transport infrastructure; household recycling centres.

Types of applications that require this information

All applications submitted under Regulation 3 of the 1992 Regulations.

What information is required?

A letter from the commissioning officer of the applicant department who must be prepared to take responsibility for compliance with planning conditions if permission is granted.

Where to look for further assistance

[The Town and Country Planning General Regulations 1992](#)

3. Statement of Community Involvement

Policy Driver

The Cambridgeshire Statement of Community Involvement (January 2019).

Types of applications that require this information

Category A development as defined in Section 3 of the Cambridgeshire Statement of Community Involvement (January 2019).

What information is required?

A statement setting out how the applicant has complied with the requirements for pre-application consultation set out in the County Council's adopted Statement of Community Involvement and demonstrating how the views of the local community have been sought

and taken into account in the formulation of development proposals.

Where to look for further assistance

[Cambridgeshire Statement of Community Involvement](#) (January 2019).

4. Biodiversity survey and report

Policy Driver

[National Planning Policy Framework](#) (February 2019), particularly Section 15: Conserving and enhancing the natural environment.

[Cambridgeshire and Peterborough Minerals and Waste Core Strategy](#) (July 2011) policy CS35 Biodiversity and Geodiversity, and policy CS25 Restoration and Aftercare of Mineral and Waste Management Sites.

[Cambridge City Local Plan](#) (October 2018) policies 57(h.): Designing new buildings, 58(a.): Altering and extending existing buildings, 59: Designing landscape and the public realm, 69: Protection of sites of biodiversity and geodiversity importance, and 70: Protection of priority species and habitats.

[East Cambridgeshire Local Plan](#) (April 2015) policy ENV 7: Biodiversity and geology.

[Fenland Local Plan](#) (May 2014) policies LP16: Delivering and Protecting High Quality Environments across the District, and LP19: The Natural Environment.

[Huntingdonshire Local Plan](#) (December 1995) policies En22: Nature and wildlife conservation, and En23: Sites of Scientific Interest and national nature reserves.

[Huntingdonshire Core Strategy DPD](#) (September 2009) policies CS1: Sustainable Development in Huntingdonshire and CS9: Strategic Greenspace Enhancement and is referenced within policies CS6 Gypsies, Travellers and Travelling Showpeople, and CS10 Infrastructure Provision.

[Huntingdonshire Landscape & Townscape Assessment SPD](#) (June 2007).

[South Cambridgeshire Local Plan](#) (September 2018) policies HQ/1(1.b. & m.): Design Principles, NH/4: Biodiversity, and NH/5: Sites of Biodiversity or Geological Importance.

[South Cambridgeshire District Council's Biodiversity SPD](#) (July 2009).

[Middle Level Biodiversity Manual](#) (2016).

Types of applications that require this information

See the Standard Application Form, the Biodiversity Checklist, and accompanying guidance which have been placed alongside this document on the County Council's [website](#).

What information is required?

See the Biodiversity Checklist and accompanying guidance notes and the Natural

Cambridgeshire Developing with Nature Toolkit.

Where to look for further assistance

Planning Practice Guidance - [Natural Environment](#).

[Natural Cambridgeshire Developing with Nature Toolkit \(October 2018\)](#).

See the [Cambridgeshire Biodiversity Checklist](#) and [Biodiversity Checklist guidance notes](#).

[CIEEM Biodiversity Net Gain guidance –](#)

<https://cieem.net/biodiversity-net-gain-guidance-published/>

[Defra Biodiversity Offsetting Metric –](#)

<https://www.gov.uk/government/collections/biodiversity-offsetting>

[Cambridgeshire Green Infrastructure Strategy \(June 2011\)](#)

5. Statement of sustainable design and construction

Policy Driver

[National Planning Policy Framework](#) (February 2019).

[Cambridge City Local Plan](#) (October 2018) policies 1: The presumption in favour of sustainable development, 28: Carbon reduction, community energy networks, sustainable design and construction, and water use, and 57 (c. and e.): Designing New Buildings.

[East Cambridgeshire Local Plan](#) (April 2015) policies GROWTH 5: Presumption in favour of Sustainable Development; ENV 2: Design; ENV 4: Energy and water efficiency and renewable energy in construction; ENV 5: Carbon off setting, and ENV 6: Renewable energy development.

[Fenland Local Plan](#) (May 2014) policy LP14: Responding to Climate Change and Managing the Risk of Flooding in Fenland.

[Huntingdonshire Core Strategy](#) (September 2009) policy CS1: Sustainable Development.

[South Cambridgeshire Local Plan](#) (September 2018) policies S/3: Presumption in Favour of Sustainable Development, CC/1: Mitigation and Adaption to Climate Change, CC/3: Renewable and Low Carbon Energy in New Developments, CC/4: Water Efficiency, CC/7: Water Quality, HQ/1: Design Principles, and SC/2: Health Impact Assessment.

Types of applications that require this information

Within South Cambridgeshire District Council's Area: All applications.

Other districts: New schools and all developments creating more than 1,000m² of floor space.

What information is required?

Within all districts except Cambridge City a Statement of Sustainable Design and

Construction will be required.

For applications within Cambridge City Council's Area only a Completed Sustainable Development Checklist (Section 4 of Sustainable Design and Construction SPD) will need to be submitted.

Furthermore, it is important that a foul drainage strategy is included when assessing the design implications of any new development in this category and when the development is being designed to connect to a public sewer means of disposal of treated effluent and an assessment of dry weather flows should also be demonstrated to avoid the risk of increased flooding elsewhere as a result of additional flows into the receiving watercourse.

Within South Cambridgeshire District Council's area only:

- A Water Conservation Strategy is to be submitted for all non-residential development.
- An extended screening/rapid Health Impact Assessment is to be submitted for developments of 1,000-5,000m² of floor space and a full impact assessment for those over 5,000m².

Where to look for further assistance

South Cambridgeshire [District Design Guide SPD](#) (March 2010) – Chapter 8: Environmental Sustainability.

South Cambridgeshire - [Health Impact Assessment Supplementary Planning Document \(March 2011\)](#).

Town and Country Planning Association's Climate Change Adaptation by Design: [a guide for Sustainable Communities \(2007\)](#).

BRE Environmental Assessment Method, [BREEAM](#).

6. Tree survey / arboricultural report

Policy Driver

National Planning Policy Framework (February 2019).

Cambridge City Local Plan (October 2018) policy 71: Trees.

East Cambridgeshire Local Plan (April 2015) policies ENV 1: Landscape and settlement character; ENV 2: Design. and ENV 7: Biodiversity and geology.

Fenland Local Plan (May 2014) policies LP16: Delivering and Protecting High Quality Environments across the District, and LP19: The Natural Environment.

Huntingdonshire Local Plan (December 1995) policy En18: Trees in the landscape.

South Cambridgeshire Local Plan (September 2018) policy HQ/1 (1.b. & m.): Design Principles.

Types of applications that require this information

Where there are trees or hedges on the development site and/or there are trees or hedges on land adjacent to the development site that could influence the development or might be important as part of the local landscape character. See Standard Application Form.

What information is required?

Information on, but not limited to, the species, size, canopy extent, future management, and projected future life of trees on or adjacent to the development site, which are to be retained or lost and details of protection measures during development.

Where to look for further assistance

BS5837: Trees in relation to construction.

South Cambridgeshire [Trees and Development Sites SPD](#) (January 2009).

Huntingdonshire [A Tree Strategy for Huntingdonshire](#) (February 2015).

See also section 10 Landscape Proposals.

7. Flood Risk Assessment

Policy Driver

National Planning Policy Framework (February 2019), particularly Section 14 Meeting the challenge of climate change, flooding and coastal change.

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS39: Water Resources and Water Pollution Prevention.

Cambridge City Local Plan (October 2018) policies 31: Integrated water management and the water cycle and 32: Flood Risk.

East Cambridgeshire Local Plan (April 2015) policies ENV 2: Design and ENV 8: Flood risk.

Fenland Local Plan (May 2014) policy LP14: Responding to Climate Change and Managing the Risk of Flooding in Fenland.

Huntingdonshire Core Strategy (September 2009) Spatial Vision and Objectives.

Huntingdonshire Local Plan (December 1995) policies CS8: Water supply, sewerage, sewage disposal and surface water drainage requirements; and CS9 Flood water management.

South Cambridgeshire Local Plan (September 2018) policies HQ/1 (1.m.): Design Principles, CC/1: Mitigation and Adaption to Climate Change, CC/8: Sustainable Drainage Systems and CC/9 Managing Flood Risk.

Types of applications that require this information

Where the development is:

- In flood zone 2 or 3, including [minor development](#) (as defined by the Environment Agency) and change of use for all development likely to have any impact upon flood risk;
- More than 1 hectare in flood zone 1 for all development likely to have any impact upon flood risk;
- Less than 1 ha in flood zone 1, including a change of use in development type to a more vulnerable class (e.g. from commercial to residential), where they could be affected by sources of flooding other than rivers and the sea (e.g. surface water drains, reservoirs);
- Less than 1 ha in Flood zone 1 if there are proposed changes to hard standing likely to affect the level of flood risk;
and
- Less than 1 hectare within flood zone 1 which has critical drainage problems as notified by the Environment Agency.

See Standard Application Form.

What information is required?

The scope of the flood risk assessment is dependent on the nature, scale and location of the development and should include taking into account any relevant significant impacts upon local infrastructure. The [Environment Agency's advice](#) should be followed.

Where to look for further assistance

[National Planning Policy Framework](#) (February 2019).

Planning Practice Guidance – [Flood Risk and Coastal Change](#)

DEFRA / Environment Agency guidance – [Flood risk assessment for planning applications](#)

Middle Level Commissioners - [Planning Advice and Consent Documents](#)

[Cambridgeshire Flood and Water SPD](#) (July 2016) endorsed by Cambridgeshire County Council as the policy of the Lead Local Flood Authority on 14 July 2016.

Cambridgeshire County Council Surface Water [Guidance](#) (May 2018).

Cambridgeshire County Council - [Surface water management plans](#) (September 2014).

Cambridgeshire County Council – Watercourse Management

[Sustainable drainage systems: non-statutory technical standards](#) (March 2015).

Cambridge City Council and South Cambridgeshire District Council - Phase [One](#) (2008) and [Two](#) (2011) Water Cycle Strategy.

Cambridge City Council and South Cambridgeshire District Council - [Strategic Flood Risk Assessment](#)

7A. Surface water drainage strategy

Policy driver

National Planning Policy Framework (February 2019), particularly Section 14 Meeting the challenge of climate change, flooding and coastal change and para 163.

Written Ministerial Statement (18 December 2014) Secretary of State, Communities and Local Government.

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS39 Water Resources and Water Pollution Prevention.

Cambridge City Local Plan (October 2018) policies 28: Carbon reduction, community energy networks, sustainable design and construction, and water use, 31: Integrated water management and the water cycle, 32: Flood Risk and 59 (e.): Designing landscape and the public realm.

East Cambridgeshire Local Plan (April 2015) policies ENV 2: Design and ENV 8: Flood risk.

Fenland Local Plan (May 2014) policy LP14: Responding to Climate Change and Managing the Risk of Flooding in Fenland.

Huntingdonshire Core Strategy (September 2009) Spatial Vision and Objectives.

Huntingdonshire Local Plan (December 1995) policies CS8: Water supply, sewerage, sewage disposal and surface water drainage requirements and CS9 Flood water management.

South Cambridgeshire Local Plan (September 2018) CC/1: Mitigation and Adaption to Climate Change, CC/7: Water Quality, CC/8: Sustainable Drainage Systems and HQ/1(1.m.): Design Principles.

Types of applications that require this information

Major development as set out in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015:-

- The provision of a building or buildings where the floorspace to be created by the development is 1,000 square metres or more; or
- Development carried out on a site having an area of 1 hectare or more in all flood zones.
- **Waste planning applications.**

What information is required?

The scope of the surface water drainage strategy is dependent on the nature, scale and location of the development and should include taking into account any relevant significant impacts on local infrastructure. The County Council's Flood and Water Team's advice should be followed.

Where to look for further assistance

See item 7 above.

8. Heritage Statement

Policy Driver

National Planning Policy Framework (February 2019), particularly Section 16 Conserving and enhancing the historic environment.

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) Policy CS36 Archaeology and the Historic Environment.

Cambridge City Local Plan (October 2018) policies 55: Responding to context, 58(a.): Altering and extending existing buildings, 60: Tall buildings and the skyline in Cambridge, 61: Conservation and enhancement of Cambridge's historic environment; 61: Local heritage assets.

East Cambridgeshire Local Plan (April 2015) policies ENV 11: Conservation Areas; ENV 12: Listed Buildings; ENV 13: Local Register of Buildings and Structures; ENV 14: Sites of archaeological interest; ENV 15: Historic parks and gardens; ENV 16: Enabling development associated with heritage assets.

Fenland District Local Plan (2014) policies LP16: Delivering and Protecting High Quality Environments across the District; LP18: The Historic Environment.

Huntingdonshire Core Strategy (September 2009) Spatial Vision and Objectives.

Huntingdonshire Local Plan (December 1995) policies En1: Demolition of listed buildings; En2: Character and setting of listed buildings; En3: Alternative uses for listed buildings; En5: Conservation area character; En6: Design standards in conservation areas; En7: Outline applications; En9: Open spaces, trees and street scenes in conservation areas; En11: Ancient monuments and archaeological sites; En12 Archaeological recording; En13: Archaeological potential evaluation.

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1.b.): Design Principles and NH/14: Heritage Assets.

Types of applications that require this information

- Where the ground will be disturbed within an area of archaeological potential or for major development proposals where archaeological remains may survive;
- Involving a scheduled monument or battlefield or its setting;
- Which affect a listed building or its setting;
- Within or which will affect a conservation area;
- Which will affect a registered park or garden or its setting.

What information is required?

All Heritage Statements should assess and take into account the impact or potential impact of the proposed development and any proposals to avoid, mitigate or compensate for such impacts to ensure that there is no net loss of the historic environment resource. They

should also include the setting of the historic environment, which includes individual historic assets. You may need to commission an assessment of existing information and submit the results as part of the application in accordance with advice. Archaeological work that is considered necessary either before the application is submitted or before development takes place can be very costly and may affect the viability of your scheme.

For applications either related to or impacting on the setting of designated heritage assets a written statement that includes plans showing historic features that may exist on or adjacent to the application site including listed buildings and structures, historic parks and gardens, historic battlefields and scheduled ancient monuments and an analysis of the significance of archaeology, history and character of the building/structure, the principles of and justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings may be required.

For applications within or adjacent to a conservation area, an assessment of the impact of the development on the character and appearance of the area may be required.

For major development proposals or significant infrastructure works, and for applications involving ground disturbance within an area which may be considered of potential archaeological significance an applicant may need to commission an assessment of existing archaeological information, demonstrate the significance of the archaeological potential following a programme of fieldwork and submit the results as part of the Heritage Statement.

Where to look for further assistance

Planning Practice Guidance - [Conserving and enhancing the historic environment](#)

[Cambridgeshire Historic Environment Record \(CHER\)](#)

Historic England - [Charter for Historic England Advisory Services](#) (particularly sections 11 and 12).

Cambridge City Council [design and conservation documents](#)

Cambridge City Council [Conservation Areas](#)

East Cambridgeshire [Heritage & Conservation](#)

Fenland [Heritage Statements](#)

Huntingdonshire [Conservation Areas](#)

South Cambridgeshire [Development Affecting Conservation Areas SPD](#) (January 2009)

South Cambridgeshire [Listed Buildings SPD](#) (July 2009)

South Cambridgeshire [Heritage Information to be submitted with Planning, Listed Building Consent and Conservation Area Consent Applications](#)

9. **Landscape impact assessment**

Policy Driver

National Planning Policy Framework (February 2019)

Planning Practice Guidance

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) Policy CS33 Protection of Landscape Character; and Policy CS34 Protecting Surrounding Uses.

Cambridge City Local Plan (October 2018) policies 8: Setting of the city, 55: Responding to context, 56(a.): Creating successful places, 57(a.): Designing new buildings; and 60: Tall buildings and the skyline in Cambridge.

East Cambridgeshire Local Plan (April 2015) policies ENV 1: Landscape and settlement character; and ENV 2: Design

Fenland Local Plan (May 2014) policy LP16: Delivering and Protecting High Quality Environments across the District

Huntingdonshire Core Strategy (September 2009) Spatial Vision and Objectives

Huntingdonshire Local Plan (December 1995) policy En18: Protection of countryside features

South Cambridgeshire Local Plan (September 2018) policies CC/1: Mitigation and Adaption to Climate Change, HQ/1(1.a. & d.): Design Principles and NH/2: Protecting and Enhancing the Landscape Character.

Types of applications that require this information

Large buildings and other structures e.g. anaerobic digestion tanks and emission stacks on sites in open locations outside the settlement development boundary as defined in the relevant City/District council local plan or development plan document.

What information is required?

An appraisal of the landscape and visual impacts of the proposed development using a methodology and to a standard equivalent to that set out in the document referred to below.

Where to look for further assistance

Cambridgeshire Landscape Guidelines (June 1991)

Huntingdonshire A Tree Strategy for Huntingdonshire (February 2015)

Planning Practice Guidance - Natural Environment

[East of England Landscape Typology](#)

[Cambridgeshire Green Infrastructure Strategy \(June 2011\)](#)

[South Cambridgeshire District Design Guide SPD \(March 2010\)](#)

10. Landscape proposals

Policy Driver

[National Planning Policy Framework \(February 2019\)](#)

[Planning Practice Guidance](#)

[Cambridgeshire and Peterborough Minerals and Waste Core Strategy \(July 2011\)](#) Policy CS33 Protection of Landscape Character.

[Cambridge City Local Plan \(October 2018\)](#) policies 8: Setting of the city, 55: Responding to context, 56(i.): Creating successful places, 57: Designing New Buildings (a.), 59: Designing landscape and the public realm; and 71: Trees.

[East Cambridgeshire Local Plan \(April 2015\)](#) policies ENV 1: Landscape and settlement character; and ENV 2: Design.

[Fenland Local Plan \(May 2014\)](#) policy LP16: Delivering and Protecting High Quality Environments across the District.

[Huntingdonshire Core Strategy \(September 2009\)](#) Spatial Vision and Objectives

[Huntingdonshire Local Plan \(December 1995\)](#) policy En20: Landscaping schemes for new development

[South Cambridgeshire Local Plan \(September 2018\)](#) policies HQ/1(1.a. & m.): Design Principles and NH/4: Biodiversity.

Types of applications that require this information

Where trees or hedgerow will be removed as a result of the development compensatory planting will be required. Development that will have a visual impact that could be mitigated by landscape planting.

What information is required?

Appropriate hard and soft landscape details, including details of existing and proposed levels, paving treatments and materials, planting species, densities and size and form of specimens at planting. Establishment and long term maintenance and management should also be addressed (see item 11 below). Reference should be made to detailed landscape proposals which follow from the design concept in the Design and Access Statement, if required. Existing trees and other vegetation should, where practicable, be retained in new developments and protected during the construction of the development (see item 6 above). Plans and drawings at an appropriate scale should be accompanied by schedules of details as appropriate and an implementation programme.

Where to look for further assistance

[Cambridgeshire Landscape Guidelines](#) (June 1991)

Huntingdonshire [A Tree Strategy for Huntingdonshire](#) (February 2015)

South Cambridgeshire [Landscape in New Development SPD](#) (March 2010)

South Cambridgeshire [District Design Guide SPD](#) (March 2010)

Planning Practice Guidance - [Natural Environment](#)

11. Soft landscape and biodiversity enhancement management scheme

Policy Driver

[National Planning Policy Framework](#) (February 2019)

[Planning Practice Guidance](#)

[Cambridge City Local Plan](#) (October 2018) policies 56(i): Creating successful places, 59: Designing landscape and the public realm, and 70: Protection of priority species and habitats.

[South Cambridgeshire Local Plan](#) (September 2018) policies HQ/1(1. m.): Design Principles, and NH/4: Biodiversity.

Types of applications that require this information

Where soft landscape (see item 10 above) or biodiversity enhancement measures are proposed. Applications for new or extensions to landfill sites will require aftercare of the restored land.

What information is required?

A programme of landscape management and biodiversity enhancement works for existing and proposed habitats and soft landscape features for a period of at least 5 years from the completion of development. For schools this should be in a format that the person responsible for grounds maintenance can understand.

The County Council will seek the aftercare of restored landfill sites in the interests of nature conservation for at least 10 years.

Where to look for further assistance

See items 4, 6 and 10 above.

12. Transport Assessment or Statement

Policy Driver

[National Planning Policy Framework](#) (February 2019), particularly Section 9 Promoting sustainable transport.

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS23 Sustainable Transport of Minerals and Waste, Policy CS32 Traffic and Highways.

Cambridge City Local Plan (October 2018) policies 80: Supporting sustainable access to development and 81: Mitigating the transport impact of development.

East Cambridgeshire Local Plan (April 2015) policy COM 7: Transport impact.

Fenland Local Plan (May 2014) policy LP15: Facilitating the Creation of a More Sustainable Transport Network in Fenland.

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1. f., h. & i.): Design Principles, SC/12 Air Quality, TI/2: Planning for Sustainable Travel, and TI/3: Parking Provision.

Types of applications that require this information

- Transport Assessment – where the proposed development has significant transport implications including new schools.
- Transport Statement – schemes where the proposed development has some transport implications.

Applicants should agree the scope of the transport information that is necessary with Cambridgeshire County Council's transport officers at the pre-application stage. There will be some cases, dependent on the location and nature of the development, where information less than a professionally produced transport statement will suffice. However, it is essential that the applicant provides accurate information at both the pre-application stage and in the documents that are submitted in support of an application.

All applications which, if permitted, would lead to an increase in traffic, or a change in the type of traffic using the access should be accompanied by the following information:

- A layout plan of the existing access onto the public highway;
- A layout plan to show access width, junction radii (if appropriate) and visibility splays at existing and/or proposed access;
- The existing daily traffic movements (and type of vehicle/s) to the site. Where more than one business use the same access onto the public highway the total number of vehicle movements must be provided;
- The proposed daily traffic movements (and type of vehicle/s) to the site;
- For sites that will generate HCV movements, swept path diagrams (for the largest vehicle to be generated) in support of the geometry of the access proposed.

What information is required?

Transport Assessment (TA) - The coverage and detail of the TA should reflect the scale of the development and the extent of the transport implications of the proposal and should take into account any relevant significant impacts on local infrastructure. It should illustrate accessibility to the site by all modes of transport and the modal split of journeys to and from the site.

Transport Statement – This should outline the transport aspects of the application and any proposed measures to improve access by public transport, walking and cycling; to reduce the need for parking associated with the proposal; and to mitigate transport impacts.

South Cambridgeshire District Council also requires that where a Transport Assessment/Statement or Travel Plan is required, a Low Emissions Strategy statement should be integrated (See policies SC/12 and TI/2). This should include justification for the level and type of parking proposed; and consideration of the provision of electric charging points for applications that include proposed provision (policy TI/3).

Where to look for further assistance

Planning Practice Guidance - [Travel Plans, Transport Assessments and Statements](#)

Cambridgeshire County Council [Transport Assessment Guidelines](#)

13. Parking and access arrangements

Policy Driver

National Planning Policy Framework (February 2019)

Cambridge City Local Plan (October 2018) policies 57(b.): Designing New Buildings, 80: Supporting sustainable access to development, 81: Mitigating the transport impact of development, and 82: Parking Management.

East Cambridgeshire Local Plan (April 2015) policy COM 8: Parking provision.

Fenland Local Plan (May 2014) policy LP15: Facilitating the Creation of a More Sustainable Transport Network in Fenland.

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1. h. & i.): Design Principles, TI/2: Planning for Sustainable Travel, and TI/3: Parking Provision.

Types of applications that require this information

Applications involving a new access (vehicular or pedestrian) to/from the public highway or changes to an existing access.

Applications proposing changes to parking arrangements.

Applications that will affect the requirement for car and cycle parking by introducing more users or floor space to a site such as a new classroom.

Applications, which if permitted, would lead to an increase in traffic, including an increase in capacity/floorspace which could potentially lead to an increase in traffic.

A change in the type of traffic using the access should be accompanied by a layout plan of the existing access.

What information is required?

- A layout plan of the existing access onto the public highway;

- A Layout plan to show access width, junction radii (if appropriate) and visibility splays at existing and/or proposed access;
- The existing daily traffic movements (and type of vehicle/s) to the site. Where more than one business use the same access onto the public highway the total number of vehicle movements must be provided;
- The proposed daily traffic movements (and type of vehicle/s) to the site;
- For sites that will generate HCV movements, swept path diagrams (for the largest vehicle to be generated) in support of the geometry of the access proposed;
- Details of existing and proposed parking provision on site layout plans, ideally at 1:500 scale making clear where there is specific provision for disabled persons and non-car modes such as cycles, minibuses and commercial vehicles (see Standard Application Form).

Where to look for further assistance

Cambridge City Council [Cycle Parking Guide for New Residential Development](#) (February 2010)

Cambridge Cycling Campaign [Cambridge Cycle Parking Guide](#)

[Traffic Advisory Leaflet 5/95: Parking for Disabled People \(1995\)](#)

13A. Construction traffic management plan

Policy Driver

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS34 Protecting Surrounding Uses.

Cambridge City Local Plan (October 2018) policy 81: Mitigating the transport impact of development.

East Cambridgeshire Local Plan (April 2015) policy ENV 9: Pollution.

Fenland Local Plan (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents, and LP16: Delivering and Protecting High Quality Environments across the District.

South Cambridgeshire Local Plan (September 2018) policy CC/6: Construction Methods.

Types of applications that require this information

Applications, which if permitted, would give rise to HCV construction traffic in locations that may adversely affect highway safety or amenity of the occupiers of nearby properties.

What information is required?

- A layout plan of the existing access onto the public highway;
- A layout plan to show access width, junction radii (if appropriate) and visibility splays at existing and/or proposed access;
- The proposed daily construction traffic movements (and type of vehicle/s) to the site;
- Swept path diagrams (for the largest vehicle to be generated) in support of the geometry of the access proposed;
- Details of proposed parking for contractors' and delivery vehicles on site layout

- plans;
- Hours of deliveries of construction materials and or dispatch of waste etc.
- Vehicle routes;
- Arrangements to divert or protect the use of existing footpaths and cycle ways during construction.
- Management and enforcement.

14. Travel Plan

Policy Driver

National Planning Policy Framework (February 2019)

Cambridge City Local Plan (October 2018) 57 (b. and d.): Designing New Buildings, 80: Supporting sustainable access to development, 81: Mitigating the transport impact of development, and 82: Parking Management.

East Cambridgeshire Local Plan (April 2015) policy COM 7: Transport impact

Fenland Local Plan (May 2014) policy LP15: Facilitating the Creation of a More Sustainable Transport Network in Fenland

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1. g., h. & i.): Design Principles, TI/2: Planning for Sustainable Travel, and TI/3: Parking Provision.

Types of applications that require this information

All developments including waste developments that are likely to generate a significant increase in vehicle movements. This includes school development involving a net increase of one or more classrooms, temporary or permanent (30 pupils) or the addition of a facility such as a pre-school.

Where the school has a Travel Plan, the application should be accompanied by an updated version that takes into account the school population when developed. Where existing data is not available, for example in relation to modes of transport for new school proposals where there are no children attending the school, outline travel plans may be accepted. These should be linked to a transport assessment or statement.

What information is required?

The Travel Plan should outline how transport implications are going to be managed, by whom, and over what timescale in order to ensure the minimum environmental, social and economic impacts. It should also state how the plan would be promoted, implemented, monitored and maintained. Consideration should be given to how the transport impacts of the development can be minimised by encouraging the use of sustainable transport to and from the development

A school travel plan, for example, should promote safe cycle and walking routes, restrict parking and car access at and around the school, and include on-site changing and cycle storage facilities. It should also make reference to using the County Council Modeshift Stars and a commitment to continuing to use it.

Where to look for further assistance

Planning Practice Guidance - [Travel Plans, Transport Assessments and Statements](#)

Travel for Cambridgeshire [Travel Plan Support](#)

[Modeshift STARS](#) [for schools]

15. Noise and/or vibration impact assessment

Policy Driver

National Planning Policy Framework (February 2019)

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS34 Protecting Surrounding Uses

Cambridge City Local Plan (October 2018) policy 35: Protection of human health and quality of life from noise and vibrations.

East Cambridgeshire Local Plan (April 2015) policy ENV 9: Pollution

Fenland Local Plan (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents, and LP16: Delivering and Protecting High Quality Environments across the District

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1. n.): Design Principles, and SC/10: Noise Pollution.

Types of applications that require this information

Development proposals which:

- would give rise to noise and/or vibration both on and off site which could disturb occupants of nearby buildings (e.g. outdoor sports pitches, waste development);
- are considered to be noise-sensitive themselves and which are close to existing sources of noise and/or vibration.

A noise impact assessment is likely to be required for the following:

- i. Potentially noise generating developments (e.g. waste development, outdoor sports pitches) in the vicinity of existing noise sensitive uses such as residential, offices, schools and hospitals;
- ii. Noise sensitive development / uses in the vicinity of existing noise generating uses e.g. classified roads, railways, or in areas with an existing noisy environment such as the city centre;
- iii. **Mixed use applications comprising both noise generating and noise sensitive uses;**
- iv. Commercial applications including ventilation, extractor or cooling units / plant / equipment in the vicinity of noise sensitive uses.

What information is required?

A noise/vibration impact assessment undertaken by person competent in acoustics and noise/vibration impact assessments. The noise/vibration assessment should include

appropriate mitigation measures.

Where to look for further assistance

Planning Practice Guidance - [Noise](#).

South Cambridgeshire [District Design Guide SPD: High Quality and Sustainable Development in South Cambridgeshire](#) (March 2010): Chapter 10 - Environmental Health & Appendix 6: Noise.

[The Noise Policy Statement for England](#) (March 2010).

16. Lighting assessment

Policy Driver

[Cambridgeshire and Peterborough Minerals and Waste Core Strategy](#) (July 2011) policy CS34 Protecting Surrounding Uses.

[Cambridge City Local Plan](#) (October 2018) policy 34: Light Pollution Control.

[East Cambridgeshire Local Plan](#) (April 2015) policy ENV 9: Pollution.

[Fenland Local Plan](#) (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents, and LP16: Delivering and Protecting High Quality Environments across the District.

[South Cambridgeshire Local Plan](#) (September 2018) policies HQ/1(1. n.): Design Principles, and SC/9: Lighting Proposals.

Types of applications that require this information

Where external lighting would be provided or made necessary by development in the vicinity of residential property, a listed building, and conservation area or in the open countryside. Regulation 3 applications for floodlit sports pitches will need a comprehensive lighting assessment. External security lights on buildings or in car parks should be described in the application documents.

What information is required?

- A layout plan with beam orientation and light spill;
- Hours of use;
- Schedule of the equipment in the design (luminaire type; mounting height; aiming angles and luminaire profiles);
- An isolux contour map to show light spill levels down to 1 lux -
- [A lighting assessment may be required including the distribution of horizontal and vertical illuminance and showing neighbouring buildings.](#)

Where to look for further assistance

Planning Practice Guidance – [Light Pollution](#).

Huntingdonshire [Design Guide SPD](#) (March 2017).

Institute of Lighting Professionals - [Guidance Notes for the Reduction of Obtrusive Light](#) (January 2012).

The Royal Commission on Environmental Pollution [Artificial Light in the Environment](#) (November 2009).

South Cambridgeshire [District Design Guide SPD: High Quality and Sustainable Development in South Cambridgeshire](#) (March 2010): Chapter 10 - Environmental Health & Appendix 7: Light Pollution.

Sport England [Artificial Sports Lighting Design Guide](#) (November 2012).

17. Air quality assessment

Policy Driver

National Planning Policy Framework (February 2019).

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS34 Protecting Surrounding Uses.

Cambridge City Local Plan (October 2018) policies 36: Air quality, odour and dust.

East Cambridgeshire Local Plan (April 2015) policy ENV 9: Pollution.

Fenland Local Plan (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents, and LP16: Delivering and Protecting High Quality Environments across the District.

South Cambridgeshire Local Plan (September 2018) policies HQ/1(1. n.): Design Principles, SC/12: Air Quality, and SC/14: Odour and Other Fugitive Emissions to Air.

Types of applications that require this information

Where the development:

- Is proposed within or adjacent to an Air Quality Management Area (AQMA);
- Could itself result in the designation of an AQMA and/or result in a significant worsening of existing air quality within an area;
- Would conflict with or render unworkable elements of a local authority's air quality action plan; or
- Is a waste proposal where there will be emissions to air, including dust, odour and bioaerosols.

What information is required?

Such information as is necessary to allow a full consideration of the impact of the proposal on the air quality of the area.

Where dust is likely to be an issue a Dust Management Scheme will normally be required which sets out the possible dust sources, sensitive receptors, mitigation measures and monitoring arrangements

Where odour is likely to be an issue an Odour Management Scheme will normally be required which sets out the possible odour sources, sensitive receptors, mitigation measures and monitoring arrangements.

Such schemes should normally be discussed with other relevant regulatory bodies, including the Environment Agency and the City/District Council Environmental Health Officer.

A bioaerosols risk assessment is required for open air composting facilities within 250m of a residential property.

Where to look for further assistance

Planning Practice Guidance – [Air Quality](#).

Cambridge City Council [Air Quality In Cambridge - Developers Guide](#) (September 2008).

Cambridge City Council [Air Quality Action Plan 2018 - 2023](#) (January 2018).

South Cambridgeshire [District Design Guide SPD: High Quality and Sustainable Development in South Cambridgeshire](#) (March 2010): Chapter 10 - Environmental Health & Appendix 4: Air Quality Supplementary Design Guide.

18. Contaminated land assessment

Policy Driver

National Planning Policy Framework (February 2019).

Environment Agency [Land contamination: technical guidance](#).

Cambridge City Local Plan (October 2018) policy 33: Contaminated land.

East Cambridgeshire Local Plan (April 2015) policy ENV 9: Pollution.

Fenland Local Plan (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents; LP16: Delivering and Protecting High Quality Environments across the District.

Huntingdonshire Core Strategy (September 2009) Policy CS1 Sustainable Development in Huntingdonshire.

South Cambridgeshire Local Plan (September 2018) policy SC/11 Contaminated Land.

Types of applications that require this information

Where contamination is known or suspected or the development site is in the vicinity of such land, or the proposed use would be particularly vulnerable or sensitive e.g. residential care homes, schools.

What information is required?

Sufficient information to determine the existence or otherwise of contamination, its nature and the risks it may pose and whether these can be satisfactorily reduced to an acceptable

level without undue environmental impact during and following development.

Where contamination is known or suspected, or the proposed use would be particularly vulnerable, the applicant should provide such information with the application as is necessary to determine whether the proposed development can proceed. All investigations of land potentially affected by contamination should be carried out in accordance with established procedures (such as BS10175 (as amended) Code of Practice for the Investigation of Potentially Contaminated Sites). A preliminary risk assessment that identifies the sources, pathways and receptors will be required to enable validation of an application. A phased or tiered approach is recommended in the DEFRA/Environment Agency's [Model Procedures for the Management of Contamination](#) (CLR11).

The initial provision of this information is essential to determine whether further more detailed investigation is required. The minimum requirement to be provided by an applicant is land contamination assessment that reports the findings of a desk study and site reconnaissance (walk over). Where contamination is found developers will need to demonstrate in the land contamination assessment that unacceptable risk from it will be successfully addressed through remediation without undue environmental impact during and following development.

Where to look for further assistance

Planning Practice Guidance - [Land affected by contamination](#).

Cambridge City Council [Contaminated Land in Cambridge - Developers Guide](#) (April 2009).

East Cambridgeshire [Guidance on submitting planning applications on land that may be contaminated](#) (January 2015).

South Cambridgeshire [District Design Guide SPD: High Quality and Sustainable Development in South Cambridgeshire](#) (March 2010): Chapter 10 - Environmental Health & Appendix 5: Development of Potentially Contaminated Sites.

19. Waste Audit and Management Strategy

Policy Driver

National Planning Policy Framework (February 2019).

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011) policy CS28 Waste Minimisation, Re-Use, and Resource Recovery.

Cambridge City Local Plan (October 2018) policy 28: Carbon reduction, community energy networks, sustainable design and construction, and water use.

East Cambridgeshire Local Plan (April 2015) policy ENV 2: Design.

Fenland Local Plan (May 2014) LP16: Delivering and Protecting High Quality Environments across the District.

Huntingdonshire Core Strategy (September 2009) policy CS1 Sustainable Development in

Huntingdonshire.

[South Cambridgeshire Local Plan \(September 2018\) policy CC/6: Construction Methods.](#)

Types of applications that require this information

Development proposals:

- That involve demolition of a building or part of a larger building.
- Where the development site is previously used (brownfield) land that may be contaminated.
- That involve significant earthmoving (including greenfield sites).

What information is required?

See separate document *Guidance on Waste Audit and Management Strategies for submission in support of a planning application or to fulfil a requirement of a planning condition* Cambridgeshire County Council June 2013 and which has been placed alongside this document on the County Council's website.

Where to look for further assistance

Planning Practice Guidance – [Waste](#) – [Should significant developments include a waste audit?](#) Paragraph: 049 Reference ID: 28-049-20141016

[Cambridgeshire County Council RECAP waste management design guide \(February 2012\).](#)

See item 18 above.

20. Open Space / Playing Field Assessment

Policy Driver

[National Planning Policy Framework](#) (February 2019), particularly Section 8 Promoting healthy and safe communities.

[Cambridge City Local Plan \(October 2018\) policies 67: Protection of open space, and 73: Community, sports and leisure facilities.](#)

[East Cambridgeshire Local Plan \(April 2015\) policy COM 3: Retaining community facilities.](#)

[Fenland Local Plan \(May 2014\) policies LP6: Employment, Tourism, Community Facilities and Retail.](#)

[Huntingdonshire Core Strategy \(September 2009\) Spatial Vision and Objectives.](#)

[Huntingdonshire Local Plan \(December 1995\) policies En14: Open spaces, frontages and gaps in the built up framework, and En15: Open spaces and gaps identified for protection.](#)

[South Cambridgeshire Local Plan \(September 2018\) policies HQ/1\(1.j.\): Design Principles, NH/11: Protected Village Amenity Areas, and NH/12: Local Green Space.](#)

Types of applications that require this information

Development within designated open spaces/playing fields/allotments.

What information is required?

Plans showing any areas of existing or proposed open space within or adjoining the application site and any access links, equipment, sports pitch size and layout, facilities, landscaping to be provided on open space areas.

Any application involving the loss of, or provision of, playing fields should be supported by evidence from a district wide Playing Pitch Strategy or an independent needs assessment as referred to above. The Sport England publication 'A Sporting Future for the Playing Fields of England – Policy on planning applications for development on playing fields' sets out the criteria against which applications will be assessed by Sport England.

Where to look for further assistance

Planning Practice Guidance - [Open space, sports and recreation facilities, public rights of way and local green space.](#)

Sport England [Playing Fields Policy and Guidance](#) (March 2018).

Cambridge City Council [Open Space and Recreation Strategy](#) (October 2011).

[Cambridge City Council Guidance for Interpretation of Open Space Standards](#) (July 2006).

South Cambridgeshire [Open Space in New Developments SPD](#) (January 2009).

21. Information in support of applications for the storage, treatment or disposal of waste**Policy Driver**

The Landfill Directive.

Landfill England and Wales Regulations 2002 (as amended).

National Planning Policy Framework (February 2019) particularly **Section 8 Promoting healthy and safe communities.**

National Planning Policy for Waste (October 2014).

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (July 2011).

[Cambridge City Local Plan](#) (October 2018) policy 36: Air quality, odour and dust.

East Cambridgeshire Local Plan (April 2015) policy ENV 9: Pollution.

Fenland Local Plan (May 2014) policies LP2: Facilitating Health and Wellbeing of Fenland Residents; LP16: Delivering and Protecting High Quality Environments across the District.

[South Cambridgeshire Local Plan](#) (September 2018) policy HQ/1 (1. n.): Design Principles, and SC/14: Odour and Other Fugitive Emissions to Air.

Types of applications that require this information

- 1) New landfill sites or extensions to existing landfill sites (including land raising).
- 2) Proposals involving the storage, treatment or disposal of hazardous waste and proposals for the incineration (including advanced thermal technologies) or chemical treatment of non-hazardous waste.

What information is required?

1) and 2) Type and source of waste; plans and elevation drawings of buildings and other infrastructure; working hours; access arrangements including wheel cleaning; surface water drainage.

1) Topographical survey of the existing site; scaled plans and cross sections explaining the proposed phases of working; pre-settlement and post-settlement contours; gas and leachate control systems; when relevant means of disposal of treated effluent and assessment of dry weather flows, duration of development; soil handling; restoration, afteruse and aftercare.

2) Health impact assessment (HIA) - HIA is a tool to appraise both positive (e.g. creation of new jobs) and negative (e.g. generation of pollution) impacts on the different affected subgroups of the population that might result from the development.

Where to look for further assistance

You are strongly advised to employ a suitably qualified agent with experience in waste planning. Waste disposal by landfill will also need an [environmental permit from the Environment Agency](#) so you are advised to establish their requirements at an early stage to ensure that your planning application is consistent with permitting requirements.

Planning Practice Guidance – [Waste](#).

The National Archives - [The Environmental Permitting Regulations 2010](#).

South Cambridgeshire [Health Impact Assessment SPD](#) (March 2011).

Public Health England - Gothenburg Consensus Paper: [Health Impact Assessment - Main concepts and suggested approach](#), European Centre for Health Policy, WHO-Euro, Brussels (December 1999).

European Commission, Health & Consumer Protection Directorate-General paper [Ensuring a high level of health protection A practical guide](#) (17 December 2001).

National Institute for Health and Care Excellence (NICE) - [Introducing health impact assessment \(HIA\): Informing the decision-making process](#), HDA (2002).

Public Health England - [The Merseyside Guidelines for Health Impact Assessment](#) (Second edition May 2001) published by the International Health Impact Assessment Consortium

22. Additional Plans and Drawings (including cross-sections where required)

Policy Driver

Article 7(1) (c) of The Town and Country Planning (Development Management Procedure (England) Order 2015.

Types of applications requiring this information

All to which this guidance applies unless otherwise stated below.

What information is required?

Other plans in addition to the national requirement for a site location plan (see [paragraph 024 Reference ID: 14-024-20140306](#) of the Planning Practice Guidance).

N.B. The red line of the application area should include the means of access to the public highway and all of the proposed development including ancillary parking provision.

Other plans and drawings or information necessary to describe the subject of the application (3 copies to be supplied unless the application is submitted electronically) including:

- Existing and proposed Block plans of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries and neighbouring properties and clearly outlining the parking and maneuvering areas;
- Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100);
- Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100);
- Drawings must show sufficient of the building to identify the proposal within its context;
- Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100);
- Roof plans (e.g. at a scale of 1:50 or 1:100) - required only for complex roof structures. The roof plan should show the shape of the roof at an appropriate scale;
- Adequate cross-sections showing existing and proposed changes of level – required for proposals on sloping sites and all applications which include proposed changes in levels.

Where to look for further assistance

Planning Practice Guidance – [Making an application](#) – [Validation requirements](#)

NOTES

Environmental Impact Assessment Development is covered by separate regulations, which are outside of the scope of these guidance notes.

If during the lifetime of this list, Policy Documents, relevant legislation and other documents are amended or superseded, the revised or replacement document shall be treated as a substitute for any superseded reference.