

Application for outline planning permission with all matters reserved

NATIONAL REQUIREMENTS

Department for Communities and Local Government's Circular 01/2006 sets out the scope of information to be submitted with an outline application. Even if layout, scale and access are reserved, an application will still require a basic level of information. As a minimum, applications should always include information on:

Use – the use or uses proposed for the development and any distinct development zones within the site identified.

Amount of development – the amount of development proposed for each use.

Indicative layout – an indicative layout with separate development zones proposed within the site boundary where appropriate.

Scale parameters – an indication of the upper and lower limits for height, width and length of each building within the site boundary.

Indicative access points – an area or areas in which the access point or points to the site will be situated.

- Completed form
- A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North
- A copy of other plans and drawings or information necessary to describe the subject of the application including:
 - Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries
 - The completed Ownership Certificate (A, B, C or D – as applicable) as required by Article 14 of the Town and Country Planning (Development Management Procedure) (England) Order 2015
 - Agricultural Holdings Certificate as required by Article 14 of the Town and Country Planning (Development Management Procedure) (England) Order 2015
 - Design and access statement, if required
 - The appropriate fee
 - In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 13 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 must be given and/or published in accordance with this Article

LOCAL REQUIREMENTS may include some or all of the following:

- Affordable Housing Statement
- Air Quality Assessment
- Biodiversity Survey / Protected species survey and report and report and Biodiversity Net Gain (BNG) The BNG metric will need to be submitted in the form of both an Excel document and a PDF
- Environmental Impact Assessment
- Energy Efficiency/Sustainability Report
- Evidence to accompany applications for town centre uses including impact assessment
- Existing and proposed car parking and access arrangements
- Flood Risk Assessment
- Foul Sewerage Assessment
- Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)
- Land Contamination Assessment
- Lighting Assessment
- Noise Impact Assessment
- Open Space Assessment
- Other plans
- Photographs/photomontages
- Planning obligations/draft Head(s) of Terms
- Planning Statement/Business Case
- Statement of Community Involvement
- Structural Survey
- Transport Assessment
- Travel Plan (Draft)
- Tree survey/arboricultural implications
- Ventilation/extraction statement

Revised February 2024