

## **Application for outline planning permission with some matters reserved**

### **NATIONAL REQUIREMENTS**

Department for Communities and Local Government 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 (2 copies to be supplied unless the application is submitted electronically)
- A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North (3 copies to be supplied unless the application is submitted electronically)
- A copy of other plans and drawings or information necessary to describe the subject of the application (2 copies to be supplied unless the application is submitted electronically) 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 7 of the Town and Country Planning (General Development Procedure) Order 1995
  - Agricultural Holdings Certificate as required by Article 7 of the Town and Country Planning (General Development Procedure) Order 1995
  - 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 6 of the Town and Country Planning (General Development Procedure) Order 1995 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

- Daylight/sunlight assessment
- Environmental Impact Assessment
- Evidence to accompany applications for town centre uses
- Existing and proposed car parking and access arrangements
- Flood risk assessment
- Foul sewerage assessment
- Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)
- Impact assessment
- Land contamination assessment
- Landfill statement
- Lighting assessment
- Noise impact assessment
- Open space assessment
- Other plans (3 copies to be supplied unless the application is submitted electronically. All plans and drawings should include: paper size, key dimensions and scale bar indicating a minimum of 0-10 meters)
- Photographs/photomontages
- Planning obligations/draft Head(s) of Terms
- Planning Statement/Business Case
- Protected species survey and report
- Regeneration statement
- Statement of Community Involvement
- Structural Survey
- Sustainability/Climate Change Statement
- Transport assessment
- (Draft) travel plan
- Tree survey/arboricultural implications
- Utilities statement
- Ventilation/extraction statement
- Site waste management statement (including relevant refuse disposal)