

APPLICATIONS FOR PLANNING PERMISSION – MINERALS AND WASTE APPLICATIONS

The following form should be completed with your application to ensure all the required information is submitted. Failure to submit any of the requirements will render your application invalid and it will not be registered.

Where an application is not accompanied by 'Local list' requirements a written justification must be produced by a suitably qualified person(s) giving reasons why it is not appropriate in that particular circumstance. In such cases the Council will consider the justification and where it is agreed, the application will be registered. However, if insufficient justification is provided, the Council will declare the application invalid and provide written reasons for the decision.

The list of local requirements is not exhaustive and the local planning authority can still request further information post-validation. Accordingly, an application can still be declared valid and then refused on the grounds of inadequate information.

Supplementary Guidance is available on the Council's website which gives more detail of these requirements.

		TICK, CROSS OR N/A
1. FORMS		
Correct National Standard Application Form (original and 3 copies unless submitted electronically)		
All signed and dated		
All relevant questions answered correctly		
2. PLANS		
Original and 3 copies of all plans and drawings necessary to describe the subject of the application. All detailed drawings should include a scale bar where appropriate		
Location Plan at a scale of 1:1250 or 1:2500 to show:	The direction of North	
	Application site edged red/other land owned by the applicant edged blue	
	Wherever possible, at least 2 named roads and surrounding buildings	
Site Plan at a scale of 1:500 or 1:200 to show:	The direction of North	
	The development in relation to site boundaries and existing buildings on the site with written dimensions.	
	All buildings, roads and footpaths on land adjoining the site, including access arrangements	
	All public rights of way crossing or adjoining the site	
	The position of all trees on the site and those on adjacent land which could be affected by the development	
	The extent of any hard surfacing	
	Boundary treatment where proposed	
Block Plan at a scale of 1:100 or 1:200 to show:	Any site boundaries	
	The position of any building or structure on the other side of such boundaries	
	The type and height of boundary treatment	

Existing and Proposed Elevations at a scale of 1:50 or 1:100 to show:	The works in relation to what is already there	
	All sides of the proposal (blank elevations should also be included)	
	Where possible, the proposed building materials and the style, materials and finish of the windows and doors	
Existing and proposed floor plans to a scale of 1:50 or 1:100 to show:	Where existing walls or buildings are to be demolished these should be clearly shown	
	Details of the existing building(s) as well as the proposed development	
	New buildings in context with adjacent buildings	
Existing and proposed site sections and finished floor and site levels to a scale of 1:50 or 1:100	Where a proposal involves a change in ground levels, illustrative drawings should be submitted to show both existing and finished floor levels to include details of foundations and eaves.	
	For applications involving new buildings, information to demonstrate how proposed buildings relate to existing site levels and neighbouring development	
	In the case of a sloping site, show how proposals relate to existing ground levels or where ground levels outside the extension would be modified.	
Roof plans	Where appropriate, at a scale of 1:50 or 1:100 to show details such as the roofing material and their location	
3. CERTIFICATES		
Ownership Certificate Completed	Correct certificate - A, B, C or D as required	
Agricultural Holdings Certificate Completed	Required whether or not the site includes an agricultural holding	
4. FEE		
Appropriate fee. For guidance refer to Circular 04/2008: Planning Related Fees.		
5. DESIGN AND ACCESS STATEMENT		
If required. For guidance refer to paragraphs 68 to 71 of Circular 01/2006: Guidance On Changes To The Development Control System.		
6. LOCAL REQUIREMENTS		
Supporting Planning Statement	Providing information explaining the background to/reasons for the proposal. It should identify the context and need for the proposal and include how the proposed development accords with the relevant national, regional and local planning policies.	
Affordable Housing Statement, where:	The proposal is for development of 15 or more units; or	
	The proposal is for development of a site greater than 0.5 hectares in size; or	
	The development is within a village where the population is 3,000 or less and the proposal is for more than 1 unit; or	
	The proposal is for affordable rural exceptions housing	
Air Quality Assessment, Where:	The development is within or immediately adjacent to an Air Quality Management Area; or	
	The development is for more than 100 dwellings within 100 metres of an Air Quality Management Area.	
	The development is for extraction of above ground minerals, waste applications involving landfilling/raising or thermal treatment if the proposal is within 500m of housing developments.	

Biodiversity and Geodiversity Conservation Statement, Where:	The application involves any of the types of development identified in Table 1 of the <i>Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement</i>	
	The development affects any of the designated sites (SSSI's, SBI's etc) identified in the relevant development plan	
Climate Change and Sustainability	Design and Access Statements, or separate Planning Statements shall state how the development addresses the Key Planning Objectives of PPS1 and advice from the RSS on Climate Change, and where appropriate, complete the associated housing sustainability checklist form PPS3, where the development is within the boundaries of the Macclesfield Borough Local Plan 2004.	
Flood Risk Assessment, where:	The development meets the criteria set out in the Environment Agency's Flood Risk Standing Advice	
Foul Sewerage Assessment, where:	The application proposes to connect to the existing drainage (foul and storm) systems, details of the existing systems should be shown on the application drawings.	
	The application involves the disposal of trade waste or the disposal of foul sewage effluent, a more detailed foul drainage assessment will be required including details of the method of storage, treatment and disposal.	
	The proposal will result in any changes/replacement to the existing system, or the creation of a new system, scale plans of the new foul drainage arrangements will also need to be provided.	
Heritage Statement, where:	The development affects a designated site or its setting (scheduled monuments, listed buildings and structures, conservation areas, historic parks and gardens, and historic battlefields)	
	The development involves ground disturbance in an Area of Archaeological Potential as defined in the development plan	
	The proposal affects a locally listed building or is within the curtilage or setting of a locally listed building or structure	
Land Contamination Assessment	In accordance with PPS23, Annex 2, paragraphs 2.17 and 2.33	
Landscaping Details	For all planning applications major and minor if they would have a landscape impact, showing both retained and proposed landforms, water bodies and vegetation (including species and plant size). Specify timing of landscape works in relation to other proposed site development works.	
Lighting Assessment	If the proposal involves the provision of publicly accessible developments, in the vicinity of residential properties, a listed building, or a conservation area, or open countryside, where external lighting would be provided or made necessary by the development.	
Noise Impact Assessment,	The proposal is for change of use or built development that will result in a mineral or waste development adjacent to housing, or;	
	The proposal is for mineral extraction or landfill/land raising development.	
Open Space Assessment, Where:	The development will result in the loss of Open Space as identified in the relevant development plan	
	The proposal is for development of more than 20 dwellings, where the development is within the boundaries of the Borough of Crewe and Nantwich Replacement Local Plan 2011	
Parking Provision	For all developments that propose parking, provide details of existing and proposed parking provision. This should also be shown on the layout plan.	
Photographs/ Photomontages	If the proposal involves the demolition of an existing building or development affecting a conservation area or listed building	
	For major planning applications involving land raising/above ground mineral extraction if they are likely to have a visual impact.	
Planning Obligations, where:	Where the developer is prepared to offer to enter into a planning obligation, draft Heads of Terms and Certificate of Title should be submitted.	

Site Waste Management Plan, where:	The proposal falls into the developments listed in Policy 10 or 11 of the Cheshire Waste Local Plan 2007.	
Structural Survey, where:	If the proposal involves substantial demolition of a building, conversion of a rural building and also the modification of a listed building.	
Tree Survey/ Arboricultural Implications, where:	For applications where proposals are likely to affect existing trees or hedgerow trees, or where there are trees/hedgerow trees on or adjacent to the application site. Seek clarification with the case officer. Further guidance can be found in the supplementary guidance document that accompanies this checklist as to what the tree survey should include such as height, spread, trunk diameter, species and condition for all trees identified on the site plan and levels survey.	
	The site is subject to any Tree Preservation Order (TPO)	
Utilities Statement	All applications should indicate how the development connects to existing utility infrastructure (see guidance note for further details and information).	

Notes/Explanation: (Please add any further comments to support the above submissions)