

# GENERAL PLANNING APPLICATION



## VALIDATION CHECKLIST

The following details must be considered 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 Checklist' 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 some of these requirements.

## **NATIONAL REQUIREMENTS**

### **FORMS**

- Correct National Standard Application Form (**original and 3 copies unless submitted electronically**)
- All signed and dated
- All relevant questions answered correctly

### **PLANS**

- Original and 3 copies of all plans (**unless submitted electronically**) 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 new development would be modified.

**Roof plans**

- Where appropriate, at a scale of 1:50 or 1:100 to show the proposed roof form and details such as the roofing material and their location

**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

**APPROPRIATE FEE**

For guidance refer to Planning Portal / Website

([http://ecab.planningportal.co.uk/uploads/english\\_application\\_fees.pdf](http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf))

**DESIGN AND ACCESS STATEMENT**

- For all major applications (10 or more dwellings or where the floor space to be built is 1,000 square metres or more or where the site area is 1 hectare or more) unless solely a change of use of land and buildings or engineering/mining operations
- Development in a Conservation Area of one or more dwelling houses or provision of a building where floor space is 100 square metres or more
- Is a Listed Building

**LOCAL REQUIREMENTS****Affordable Housing Statement**

- The proposal is for affordable rural exceptions housing or;
- The proposal is for development of 15 or more units

**Air Quality Assessment**

- Any development (except householder extensions) within an Air Quality Management Area (AQMA) or within 500m of an AQMA
- Housing development greater than 1 Ha or greater than 80 units
- Major office and retail developments
- Other developments likely to lead to increased traffic or parking provision.

Full details on the link below:

[http://www.cheshireeast.gov.uk/environment/environmental\\_health/local\\_air\\_quality/air\\_quality\\_and\\_planning/air\\_quality\\_and\\_planning.aspx](http://www.cheshireeast.gov.uk/environment/environmental_health/local_air_quality/air_quality_and_planning/air_quality_and_planning.aspx)

### **Archaeological Assessment**

- When any proposed development includes new building or ground disturbance on or adjoining a heritage asset of archaeological interest

### **Contaminated Land Assessment**

- Required for all major residential, commercial, industrial or leisure applications
- Minor applications for change of use to residential or development of greenfield sites
- Developments on a former landfill site or within 50m of a current landfill site.

Further detailed guidance is available on the link below including Developers Guide and Change of Use Questionnaire

[https://www.cheshireeast.gov.uk/environment/environmental\\_health/contaminated\\_land/development\\_and\\_contamination.aspx](https://www.cheshireeast.gov.uk/environment/environmental_health/contaminated_land/development_and_contamination.aspx)

### **Community infrastructure levy (CIL)**

- Submission of appropriate CIL 'Planning Application Additional Information Requirement Form' (Form "zero")

### **Design Quality**

- Completion of Cheshire East Design Guide checklist/BfL12 assessment. Mandatory for major development - 10 houses or more, (but also advisory for schemes of 1-10 dwellings?)
- Design codes for developments over 150 dwellings or that form part of a phase of a larger development of over 150 dwellings (spatial for outline applications; detailed character area codes for reserved matters; comprehensive, full code for full applications)

[https://www.cheshireeast.gov.uk/planning/spatial\\_planning/cheshire\\_east\\_local\\_plan/supplementary\\_plan\\_documents/design-guide-supplementary-planning-document.aspx](https://www.cheshireeast.gov.uk/planning/spatial_planning/cheshire_east_local_plan/supplementary_plan_documents/design-guide-supplementary-planning-document.aspx)

### **Ecological and Geodiversity Assessments**

- The development affects any of the designated sites (SSSI's, Local Wildlife sites etc) identified in the relevant development plan, or
- The application involves any of the types of development identified in Table XX of the *Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement*.

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/planning\\_constraints/planning\\_constraints.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/planning_constraints/planning_constraints.aspx)

### **Flood Risk Assessment**

You need to do a flood risk assessment for most developments within one of the [flood zones](#).

This includes developments:

- in flood zone 2 or 3 including minor development and change of use
- more than 1 hectare (ha) in flood zone 1
- less than 1 ha in flood zone 1, including a change of use in development type to a more vulnerable class (for example from commercial to residential), where they could be affected by sources of flooding other than rivers and the sea (for example groundwater, surface water drains, reservoirs)
- in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency

Local Flood risk can be checked at : <https://flood-warning-information.service.gov.uk/long-term-flood-risk/map?easting=379172&northing=355094&address=100010065642&map=SurfaceWater>

### **Heritage Statement**

- The development affects a designated or non-designated heritage asset or its setting
- Includes works in Conservation Areas, listed buildings and structures, locally listed buildings, scheduled monuments, historic parks and gardens and historic battlefields

### **Landscape / Visual Impact statement**

- The development is of 10 or more houses
- The development affects one of the designated landscape areas (LLDs)
- Any proposal that due to its size, scale or location is likely to have a significant visual impact upon the surrounding landscape.

### **Noise Impact Assessment**

Where the proposal will result in a residential use adjacent to

- A use falling within Use Class A4, A5, B1(c), B2 or B8
- A railway line
- A busy road (motorway, dual carriageway and 'A' Roads)
- A licensed premises or entertainment source
- Noise sensitive development located under the flight path for Manchester Airport or within the Aviation Noise Contour Area

### **Parking & Access arrangements**

- Details of existing and proposed parking provision and access arrangements.

### **Planning Obligations**

- Draft Agreement / Heads of Terms where required by policy such as affordable housing, public open space, education contributions
- Proof of title

See s106 precedents and templates on the link below:

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/s106\\_agreements\\_planning.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/s106_agreements_planning.aspx)

### **Planning Statement including Statement of Community Involvement**

- A supporting planning statement will be required for all major applications, major change of use applications or listed building applications

### **Public Open Space Statement**

- The proposal is a major development (more than 10 dwellings)
- The development will result in the loss of Open Space as identified in the relevant development plan

### **Retail Impact Assessment**

- Sequential and impact assessment as required in accordance with paragraphs 86 - 89 of the NPPF

### **Site Waste Management Plan**

- The development is for 50 or more dwellings

### **Sports Need Statement/Assessment**

- Submitted for all major residential applications
- Where existing indoor or outdoor sports opportunities are changed, lost or impacted upon

[https://www.cheshireeast.gov.uk/planning/spatial\\_planning/research\\_and\\_evidence/playing\\_pitch\\_strategy.aspx](https://www.cheshireeast.gov.uk/planning/spatial_planning/research_and_evidence/playing_pitch_strategy.aspx)

### **Structural Survey**

- The proposal involves the conversion of a building within the open countryside or green belt not previously used for residential purposes.
- Where the proposal involves the total or substantial demolition of a listed building and/or associated curtilage buildings or structures
- Where the proposal involves total or substantial demolition of a building or structure in a conservation area
- Where the proposal involves total or substantial demolition of a locally listed building

### **Transport Assessment / Travel Plan**

- All developments that generate significant amounts of transport movement should be supported by a Transport Statement or Transport Assessment and any associated Travel Plan. See details below

<https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

### **Tree Survey/Arboricultural Implications**

An arboricultural statement is required (in accordance with the latest requirements BS5837:2012) where:

- There is a tree(s) on the site subject to a Tree Preservation Order (TPO)
- The site is within a conservation area.
- If the stem of any tree is within 15 metres of any proposed development

### **Ventilation/Extraction statement including schematic diagram**

- The proposal is for the use of the premises for purposes within Use Classes A3 (Restaurants and cafes), A4 (Drinking establishments) and A5 (Hot food takeaways)
- The proposal is for the use of the premises for food manufacturing and/or food processing.

### **Viability Assessment**

- Where an applicant is proposing that they cannot provide the full range of Planning Obligation / Section 106 requirements (including affordable housing) due to financial viability issues
- Such documents should be in a form that can be put into the public domain and in accordance with National Planning Policy Guidance.

# HOUSEHOLDER APPLICATION FOR WORKS OR EXTENSION TO A DWELLING



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## **NATIONAL REQUIREMENTS**

### **FORMS**

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### **PLANS**

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- Wherever possible, at least 2 named roads and surrounding buildings

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- 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 new development would be modified.

**Roof plans**

- Where appropriate, at a scale of 1:50 or 1:100 to show the proposed roof form and details such as the roofing material and their location

**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

**APPROPRIATE FEE**

For guidance refer to Planning Portal / Website

([http://ecab.planningportal.co.uk/uploads/english\\_application\\_fees.pdf](http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf))

**DESIGN AND ACCESS STATEMENT**

- Development in a Conservation Area if provision of a building where floor space is 100 square metres or more
- Is a Listed Building

**LOCAL REQUIREMENTS****Archaeological Assessment**

- When any proposed development includes new building or ground disturbance on or adjoining a heritage asset of archaeological interest

**Community infrastructure levy (CIL)**

- When the alteration or extension includes 100sqm of floorspace or over, the submission of the CIL 'Planning Application Additional Information Requirement Form' (Form "zero")

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/community-infrastructure-levy.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/community-infrastructure-levy.aspx)

## **Ecological and Geological Conservation Statement**

- The development affects any of the designated sites (SSSI's, Local Wildlife sites etc) identified in the relevant development plan, or
- The application involves any of the types of development identified in Table 1 of the *Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement*.

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/planning\\_constraints/planning\\_constraints.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/planning_constraints/planning_constraints.aspx)

## **Flood Risk Assessment**

Not normally required for householder applications but large extensions in flood zone 2 or 3 including minor development

Detailed Guidance from Environment Agency

<http://www.environment-agency.gov.uk/research/planning/82584.aspx>

Local Flood risk can be checked at: <https://flood-warning-information.service.gov.uk/long-term-flood-risk/map?easting=379172&northing=355094&address=100010065642&map=SurfaceWater>

## **Heritage Statement (statement of significance)**

- The development affects a designated or non-designated heritage asset or its setting
- Includes works either in or in proximity to Conservation Areas, listed buildings and structures, locally listed buildings, scheduled monuments, historic parks and gardens and historic battlefields

## **Parking & Access arrangements**

- Details of existing and proposed parking provision and access arrangements.

## **Structural Survey**

- Where the proposal involves the total or substantial demolition of a listed building and/or associated curtilage buildings or structures
- Where the proposal involves total or substantial demolition of a building or structure in a conservation area
- Where the proposal involves total or substantial demolition of a locally listed building

## **Tree Survey/Arboricultural Implications**

An arboricultural statement is required (in accordance with the latest requirements BS5837:2012) where:

- There is a tree(s) on the site subject to a Tree Preservation Order (TPO)
- The site is within a conservation area.
- If the stem of any tree is within 15 metres of any proposed development



# MINERALS DEVELOPMENTS



## VALIDATION CHECKLIST

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## NATIONAL REQUIREMENTS

### FORMS

- Correct Mineral Planning application form including all appendices (**original and 3 copies unless submitted electronically**)
- All signed and dated
- All relevant questions answered correctly

### PLANS

- Original and 3 copies of all plans (**unless submitted electronically**) 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, 1:2500 or 1:10000 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 identifying those to be retained and lost.
- The extent of any hard surfacing
- Boundary treatment where proposed
- Weighbridges, fixed wheel cleaning equipment and the maximum extent of stockpiles should be included
- Existing watercourses, culverts, drainage ditches, ponds or other water bodies within or bounding the site showing, where appropriate, the direction of flow
- Underground services, overhead lines on, or adjacent to the site
- Existing contours (within the site and at least 250m outside the site).

- For current/previous mineral working the position of working/tipping faces, areas restored etc. and any planning permission references. Any land susceptible to subsidence, or potentially susceptible to subsidence.
- The positions of trial pits and boreholes
- Features of archaeological interest

**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

**Phasing/Working Plans**

- Areas of land to be excavated and/or filled with identification of any un-worked margins to protect rights of way, railway lines, watercourses, services, buildings, trees etc.
- Proposed contours showing full extent of extraction in each phase with sufficient detail to show relationship to surrounding land
- Storage areas for topsoil, subsoil and overburden (including screening bunds)
- Details of screening of operations including phasing arrangements, details of fencing or planting
- Locations and design/scale of all processing, other plant (whether fixed or mobile) and ancillary infrastructure including access roads, stockpiles, buildings, weighbridges, wheel cleaners etc.
- Fencing and external lighting.
- Method, direction and phasing of working, extraction and filling
- Position of any diverted watercourses, lagoons, silt ponds, sources of water supply, means of drainage and the position of any water discharges going to existing watercourses
- Proposed new vehicular access (if relevant) and route from the site to the public highway.
- Position of existing, diverted and reinstated public rights of way or permissive footpaths

**Sections and profiles**

- Cross sections showing existing and final restoration surface levels with an indication of any likely settlement. Where extraction of minerals is to take place, the maximum depth of the excavation and where applicable, the levels of the maximum winter water table and position of quarry faces should be shown
- Representative sections and borehole diagrams which differentiate between topsoil, subsoil and overburden and identify the characteristics and thickness of each
- The pit/borehole information to include the thicknesses and characteristics of the mineral(s) to be extracted and any interbedded waste materials which need to be removed, the underlying geology and the position of the water table
- In the case of topsoil, subsoil, overburden and mineral waste tips, the typical profiles and gradients of mounds should be shown

**Restoration and aftercare plans**

- Final contours on restoration (with typical gradients indicated) and extended to at least 250m outside the site to show relationship to surrounding topography
- The replacement soil depths
- Position of any permanent water features, estimated depths of water and details of typical marginal treatment
- Drainage details on restoration including position of field drains, ditches, pumps and watercourses (including direction of flow) and permanent discharge points to surrounding watercourses
- Landscape restoration proposals and planting plans/specifications including any habitats to be retained or created on site, and any public access provisions.

**For any associated built development at mineral sites:**

**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

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- In the case of a sloping site, show how proposals relate to existing ground levels or where ground levels outside the new development would be modified.

**Roof plans**

- Where appropriate, at a scale of 1:50 or 1:100 to show the proposed roof form and details such as the roofing material and their location

**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

**APPROPRIATE FEE**

For guidance refer to Planning Portal / Website

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## **LOCAL REQUIREMENTS**

**Aerodrome Safeguarding Assessment/and where appropriate bird risk management plan**

**Agricultural Land Assessment/Soil Survey**

**Air Quality Assessment**

Full details on the link below:

[http://www.cheshireeast.gov.uk/environment/environmental\\_health/local\\_air\\_quality/air\\_quality\\_and\\_planning/air\\_quality\\_and\\_planning.aspx](http://www.cheshireeast.gov.uk/environment/environmental_health/local_air_quality/air_quality_and_planning/air_quality_and_planning.aspx)

**Archaeological Assessment**

- Required for all mineral applications involving new areas of extraction or other ground disturbance, or where site is on or adjoining a heritage asset of archaeological interest

## **Blasting assessment**

## **Borehole and trial pit analysis**

## **Contaminated Land Assessment**

- Required for all major mineral development

Further detailed guidance is available on the link below including Developers Guide and Change of Use Questionnaire

[https://www.cheshireeast.gov.uk/environment/environmental\\_health/contaminated\\_land/development\\_and\\_contamination.aspx](https://www.cheshireeast.gov.uk/environment/environmental_health/contaminated_land/development_and_contamination.aspx)

## **Drainage Assessment**

## **Ecological and Geodiversity Assessments**

- The development affects any of the designated sites (SSSI's, Local Wildlife sites etc) identified in the relevant development plan, or
- The application involves any of the types of development identified in Table XX of the *Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement*.

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/planning\\_constraints/planning\\_constraints.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/planning_constraints/planning_constraints.aspx)

## **Environmental Statement**

## **Flood Risk Assessment**

You need to do a flood risk assessment for most developments within one of the [flood zones](#).

This includes developments:

- in flood zone 2 or 3 including minor development and change of use
- more than 1 hectare (ha) in flood zone 1
- less than 1 ha in flood zone 1, where they could be affected by sources of flooding other than rivers and the sea (for example surface water drains, reservoirs)
- in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency

## **Geotechnical and land stability appraisal**

## **Heritage Statement**

- The development affects a designated site or its setting
- Includes works in Conservation Areas, listed buildings and structures, locally listed buildings, scheduled monuments, historic parks and gardens and historic battlefields

## **Hydrological and Hydrogeological Assessment (including where applicable a groundwater vulnerability report and any aquifer impact)**

## **Jodrell Bank Mitigation Statement**

- see checklist C

## **Landscape / Visual Impact Statement**

## **Lighting Assessment**

## **Mineral Resource and Mineral Safeguarding Assessment**

- see checklist B

## **Noise and vibration Impact Assessment**

## **Odour impact Assessment**

## **Parking & Access arrangements**

- Details of existing and proposed parking provision and access arrangements.

## **Planning Obligations**

- Draft Agreement / Heads of Terms where required by policy such as affordable housing, public open space, education contributions
- Proof of title

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## **Planning Statement including Statement of Community Involvement**

- See checklist A

## **Tree Survey/Arboricultural Implications**

An arboricultural statement is required (in accordance with the latest requirements BS5837:2012) where:

- There is a tree(s) on the site subject to a Tree Preservation Order (TPO)
- The site is within a conservation area.
- If the stem of any tree is within 15 metres of any proposed development , an arboricultural statement is required

## **Transport Assessment**

- All developments that generate significant amounts of transport movement should be supported by a Transport Statement or Transport Assessment and any associated Travel Plan See details below

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#### **Location Plan at a scale of 1:1250, 1:2500 or 1:10000 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 identifying those to be retained and lost.
- The extent of any hard surfacing
- Boundary treatment where proposed
- Weighbridges, fixed wheel cleaning equipment and the maximum extent of stockpiles should be included
- Existing watercourses, culverts, drainage ditches, ponds or other water bodies within or bounding the site showing, where appropriate, the direction of flow
- Underground services, overhead lines on, or adjacent to the site
- Existing contours (within the site and at least 250m outside the site).

- For current/previous waste disposal, the outline of all areas of current or previous waste disposal and location of current area being filled or restored and any planning permission references. Any land susceptible to subsidence, or potentially susceptible to subsidence.
- The positions of trial pits and boreholes
- Features of archaeological interest

**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

**Phasing/Working Plans**

- Locations of any built development, haul roads and access roads.
- Location of any associated waste infrastructure such as leachate management, landfill gas equipment etc
- Extent of deposit of waste and arrangements for phasing.
- Any un-worked margins to protect rights of way, railway lines, watercourses, services, buildings, trees etc.
- Existing and proposed contours including pre and post settlement on restoration with sufficient detail to show relationship to surrounding land
- Storage areas for waste deposit, product, topsoil, subsoil, clay etc (including screening bunds)
- Details of screening of operations including phasing arrangements, details of fencing or planting and location, design and formation of screen landforms;
- Fencing and external lighting.
- Position of any diverted watercourses, lagoons, sources of water supply, means of drainage and the position of any water discharges going to existing watercourses
- Proposed new vehicular access (if relevant) and route from the site to the public highway.
- Position of existing, diverted and reinstated public rights of way or permissive footpaths

**Sections and profiles**

- Cross sections showing existing, intermediate restoration (pre-settlement) and final restoration (post settlement) surface levels.
- Representative sections and borehole diagrams to show extent of filling, capping, restoration material thickness and location of water table.
- In the case of topsoil, subsoil, the typical profiles and gradients of mounds should be shown

**Restoration and aftercare plans**

- Final contours on restoration (with typical gradients indicated) and extended to at least 250m outside the site to show relationship to surrounding topography
- The replacement soil depths
- Position of any permanent water features, estimated depths of water and details of typical marginal treatment
- Drainage details on restoration including position of field drains, ditches, pumps and watercourses (including direction of flow) and permanent discharge points to surrounding watercourses
- Landscape restoration proposals and planting plans/specifications including any habitats to be retained or created on site, and any public access provisions.

**For any built development at waste sites:**

**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 new development would be modified.

**Roof plans**

- Where appropriate, at a scale of 1:50 or 1:100 to show the proposed roof form and details such as the roofing material and their location

**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

**APPROPRIATE FEE**

For guidance refer to Planning Portal / Website

([http://ecab.planningportal.co.uk/uploads/english\\_application\\_fees.pdf](http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf))

**LOCAL REQUIREMENTS**

**Aerodrome Safeguarding Assessment/and where appropriate bird risk management plan**

**Agricultural Land Assessment/Soil Survey**

**Air Quality Assessment**

Full details on the link below:

[http://www.cheshireeast.gov.uk/environment/environmental\\_health/local\\_air\\_quality/air\\_quality\\_and\\_planning/air\\_quality\\_and\\_planning.aspx](http://www.cheshireeast.gov.uk/environment/environmental_health/local_air_quality/air_quality_and_planning/air_quality_and_planning.aspx)

**Archaeological Assessment**

- Where any ground disturbance is likely

**Bio-Aerosol Assessment**

- For any development involving the management of putrescible waste or has the potential to suspend biologically active particles in the air and there are sensitive receptors within 250m of the site boundary.

## **Borehole and trial pit analysis**

## **Contaminated Land Assessment**

- Required for all major waste development

Further detailed guidance is available on the link below including Developers Guide and Change of Use Questionnaire

[http://www.cheshireeast.gov.uk/environment/environmental\\_health/contaminated\\_land/development\\_and\\_contamination.aspx](http://www.cheshireeast.gov.uk/environment/environmental_health/contaminated_land/development_and_contamination.aspx)

## **Drainage Assessment**

## **Ecological and Geodiversity Assessments**

- The development affects any of the designated sites (SSSI's, Local Wildlife sites etc) identified in the relevant development plan, or
- The application involves any of the types of development identified in Table XX of the *Guidance on Local Requirements: Biodiversity and Geodiversity Conservation Statement*.

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/planning\\_constraints/planning\\_constraints.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/planning_constraints/planning_constraints.aspx)

## **Environmental Statement**

## **Flood Risk Assessment**

You need to do a flood risk assessment for most developments within one of the [flood zones](#).

This includes developments:

- in flood zone 2 or 3 including minor development and change of use
- more than 1 hectare (ha) in flood zone 1
- less than 1 ha in flood zone 1, where they could be affected by sources of flooding other than rivers and the sea (for example surface water drains, reservoirs)
- in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency

## **Geotechnical and land stability appraisal**

## **Heritage Statement**

- The development affects a designated site or its setting
- Includes works in Conservation Areas, listed buildings and structures, locally listed buildings, scheduled monuments, historic parks and gardens and historic battlefields

## **Hydrological and Hydrogeological Assessment (including where applicable a groundwater vulnerability report and any aquifer impact)**

This should include (but not be restricted to):

- Details of topography and surface drainage, artificial ground, superficial deposits, landslip deposits, rockhead depth, bedrock geology and details of any borehole reports including any information with regard to abstraction licences.
- Consideration of the potential impact upon any wetland site of special scientific interest.

- Measures to control potential pollution of ground or surface waters should be provided, giving an indication of any necessary drainage and flood control measures, proposed monitoring, provision of lagoons, surface-water run-off management and measures to prevent material entering watercourses.
- Where de-watering is proposed, information on the calculation of the extent and volumes of de-watering that will be required by the development proposed as well as the method of de-watering.
- Details should also indicate the natural water table level including its depth, source catchment areas and characteristics.
- Demonstration that third parties will not be affected by the proposed de-watering. In the event that an impact is likely, details of the mitigation measures proposed to be put in place to ensure against any negative impact on both public and private water supplies, bodies or watercourses.

### **Jodrell Bank Mitigation Statement**

- **see checklist B**

### **Landscape / Visual Impact Statement**

### **Lighting Assessment**

### **Noise and vibration Impact Assessment**

### **Odour impact Assessment**

### **Parking & Access arrangements**

- Details of existing and proposed parking provision and access arrangements.

### **Planning Obligations**

- Draft Agreement / Heads of Terms where required by policy such as affordable housing, public open space, education contributions
- Proof of title

See s106 precedents and templates on the link below:

[https://www.cheshireeast.gov.uk/planning/view\\_a\\_planning\\_application/making\\_a\\_planning\\_application/s106\\_agreements\\_planning.aspx](https://www.cheshireeast.gov.uk/planning/view_a_planning_application/making_a_planning_application/s106_agreements_planning.aspx)

### **Planning Statement including Statement of Community Involvement**

- **See checklist A**

### **Transport Assessment / Travel Plan**

- All developments that generate significant amounts of transport movement should be supported by a Transport Statement or Transport Assessment and any associated Travel Plan. See details below

<https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

### **Tree Survey / Arboricultural Implications**

An arboricultural statement is required (in accordance with the latest requirements BS5837:2012) where:

- There is a tree(s) on the site subject to a Tree Preservation Order (TPO)
- The site is within a conservation area.
- If the stem of any tree is within 15 metres of any proposed development

## LOCAL VALIDATION REQUIREMENTS CHECKLIST MATRIX

	Householder Application	Full Application	Outline Application	Reserved Matters	Conservation Area Consent	Listed Building Consent	Prior Notification	Non Material Amendment	Discharge of Condition	Certificate of Lawfulness
Plans and Drawings	X	X	X	X	X	X	X	X	X	X
Affordable Housing Statement		X	X	X					X	
Air Quality Assessment		X	X	X					X	
Archaeological Assessment		X	X	X					X	
Community Infrastructure Levy (CIL)	X	X	X	X			X	X		X
Contaminated Land Assessment		X	X	X					X	
Design Quality		X	X	X					X	
Ecological and Geological Conservation Statement		X	X	X					X	
Flood Risk Assessment		X	X	X					X	
Heritage Statement	X	X	X	X	X	X			X	
Landscape / Visual Impact statement		X	X	X					X	
Noise Impact Assessment		X	X	X					X	
Open Space Assessment		X	X	X					X	
Parking & Access arrangements		X	X	X					X	
Planning Obligations		X	X	X						
Planning Statement (including Community Involvement)		X	X	X						
Retail Impact Assessment		X	X	X						
Site Waste Management Plan		X	X	X					X	
Structural Survey		X	X	X					X	
Transport Assessment / Travel Plan		X	X	X					X	
Tree Survey / Arboricultural Implications	X	X	X	X					X	
Ventilation / Extraction statement		X	X	X					X	
Viability Assessment		X	X	X						

X – Required (as appropriate to the circumstances of the application)

## LOCAL VALIDATION REQUIREMENTS CHECKLIST JUSTIFICATION

REQUIREMENT	Key Policy Drivers
Plans and Drawings	<u>National Requirement:</u> Town and County Planning (Development Management Procedure) (England) Order 2015
Affordable Housing Statement	Cheshire East Local Plan Strategy Policy SC5 SC6
Air Quality Assessment	Cheshire East Local Plan Strategy Policy SD2 SE12
Archaeological Assessment	Cheshire East Local Plan Strategy Policy SD2 SE7
Community Infrastructure Levy (CIL)	Cheshire East Local Plan Strategy Policy SD1 SE12 Adopted Community Infrastructure Levy (CIL)
Contaminated Land Assessment	NPPF Cheshire East Local Plan Strategy Policy SD2 IN1 IN2
Design Quality	Cheshire East Local Plan Strategy Policy SD2 SE1 SE6 SC4 Cheshire East Design SPD
Ecological and Geological Conservation Statement	Cheshire East Local Plan Strategy Policy SE3 SE6
Flood Risk Assessment	Cheshire East Local Plan Strategy Policy SD2 SE13
Heritage Statement	Cheshire East Local Plan Strategy Policy SD2 SE7
Landscape / Visual Impact statement	Cheshire East Local Plan Strategy Policy SD2 SE4 SE6
Noise Impact Assessment	Cheshire East Local Plan Strategy Policy SE12
Parking & Access arrangements	Cheshire East Local Plan Strategy Policy SD2 SE1 Cheshire East Design Guide SPD
Planning Obligations	Cheshire East Local Plan Strategy Policy SD2 IN1 IN2
Planning Statement (including Community Involvement)	NPPF paragraph 39 Cheshire East Statement of Community Involvement (SCI)
Public Open Space Assessment	Cheshire East Local Plan Strategy Policy SD1 SD2 SC3
Site Waste Management Plan	Cheshire East Local Plan Strategy Policy SD1 SD2 SE11
Sports Need Statement/Assessment	Cheshire East Local Plan Strategy Policy SC2 SD1
Structural Survey	Cheshire East Local Plan Strategy Policy EG2 SE7
Transport Assessment / Travel Plan	Cheshire East Local Plan Strategy Policy CO1 CO4
Tree Survey / Arboricultural Implications	Cheshire East Local Plan Strategy Policy SE5
Ventilation / Extraction statement	Cheshire East Local Plan Strategy Policy SE12
Viability Assessment	Cheshire East Local Plan Strategy Policy IN2