

## Application for outline planning permission with all matters reserved

These notes provide a checklist to determine what information the Council requires to be submitted with your application. If the required information is not included with your application, it will be made invalid and we will not register or process it. In this case, we will advise you about the additional information that is required. Please supply one copy of each document and plan

### Part 1 Information Required- National Planning Application Requirements

<b>1</b>	<p><b>Completed form</b></p> <p>Including a signed ownership and agricultural holdings certificate (either A, B, C or D)</p>	
<b>2</b>	<p><b>Design and Access Statement Required for:</b></p> <p>Applications for major development, as defined in <a href="#">article 2 of the Town and Country Planning (Development Management Procedure (England) Order 2015</a>;</p> <ul style="list-style-type: none"> <li>• Applications for listed building consent</li> <li>• Applications for development in a Conservation Area, where the proposed development consists of: one or more dwellings; or</li> <li>• a building or buildings with a floor space of 100 square metres or more.</li> <li>• Applications for a material change of use or engineering operations do not require a design and access statement.</li> </ul>	
<b>3</b>	<p><b>A copy of other plans and drawings or information necessary to describe the application to include:</b></p> <ul style="list-style-type: none"> <li>• <b>Use</b> – the use or uses proposed for the development and any distinct development zones within the site identified</li> <li>• <b>Amount of development</b> – the amount of development proposed for each use</li> <li>• <b>Indicative access points</b> – an area or areas in which the access point or points to the site will be situated</li> </ul>	
<b>4</b>	<p><b>The correct fee:</b> <a href="#">Planning Portal Fee Calculator</a></p>	
<b>5</b>	<p><b>Where Ownership Certificates B, C or D have been completed</b></p> <p><i>Evidence of notice as required by Article 13 of the Town and Country Planning (Development Management Procedure) (England) Order 2015</i></p>	

### Part 2 Information Required- Adopted Local Application Requirements

1.	<p><b>Affordable Housing Statement</b></p> <p>Required if the proposal is for 11 dwellings or more or sites with a maximum combined floor space greater than 1000 square metres.</p>	
2.	<p><b>Agricultural, Forestry or Occupational Worker Dwelling Justification</b></p> <p>Any applications proposing new agricultural, forestry or other occupational workers dwellings in open countryside or to remove occupancy conditions on existing dwellings.</p>	
3.	<p><b>Air Quality Assessment</b></p> <p>Likely to be required for:</p>	

	<ul style="list-style-type: none"> <li>Any proposal for either 10 or more dwellings (or residential development on a site larger than 0.5 hectare), or for any other type of development where the floor-space exceeds 1,000 square metres or the site area is 1 hectare or more within or adjoining an air quality management area (AQMA)</li> <li>Proposals that would lead to an increase in congestion or HGV movements, include significant amounts of car parking, emit dust</li> <li>Proposals that introduce “sensitive receptors” e.g. dwellings, schools, hospitals, into an area of poor air quality</li> </ul> <p>There are three AQMA’s at Barton Street, Priory Road and Painswick Road. Further details on: <a href="#">Gloucester AQMA's</a></p> <p>Further information is available in the National Planning Practice Guidance <a href="#">NPPG Air Quality</a></p>	
4.	<p><b>Biodiversity Survey and Report</b></p> <p>Required if an important wildlife site, habitat, natural feature or species could be affected by the proposal. A Habitats Regulations Assessment is required where an application may be connected to and impact upon a on any European/Internationally designated Site</p>	
5.	<p><b>Condition Survey</b></p> <p>Applications for planning permission where partial or total demolition is proposed</p>	
6.	<p><b>Daylight/Sunlight Assessment</b></p> <p>Any application where there is a potential adverse impact upon the current levels of sunlight/daylight enjoyed by adjoining properties or where the proposed development may be adversely affected by adjoining sites.</p>	
7.	<p><b>Drainage Strategy Including SuDS (Sustainable Urban Drainage Systems)</b></p> <p>Required for any application that has surface water implications.</p>	
8.	<p><b>Energy Statement</b></p> <p>Required for any proposal for either 10 or more dwellings (or residential development on a site larger than 0.5 hectare), or for any other type of development where the floor-space exceeds 1,000 square metres or the site area is 1 hectare or more.</p>	
9.	<p><b>Environmental Impact Assessment</b></p> <p>Required for any proposal that is a ‘Schedule 1’ or some proposals that are ‘Schedule 2’ development as defined in the Town and Country Planning (Environmental Impact Assessment) Regulations 2017.</p>	
10.	<p><b>Flood Risk Assessment/Drainage Strategy</b></p> <p>Required for planning applications for:</p> <ul style="list-style-type: none"> <li>Any development of 1 hectare or greater in Flood Zone 1.</li> <li>All proposals for Development in Flood Zones 2 and 3</li> <li>Areas within flood zone 1 which are affected other sources of flooding, e.g. critical drainage problems, reservoirs etc.</li> </ul>	

11.	<p><b>Flood Risk Sequential Test And Exception Test</b></p> <p>Required for all development in flood zones 2 and 3 unless any of the following apply:</p> <ol style="list-style-type: none"> <li>1) The development is classified as minor development for flood risk.</li> <li>2) The development involves a change of use (unless the proposed development is a caravan, camping chalet, mobile home or park home site)</li> <li>3) A sequential test has already been completed as part of the local authority's Strategic Flood Risk Assessment (SFRA), or Local Plan.</li> </ol>	
12.	<p><b>Foul Sewerage Assessment</b></p> <p>Required for any application proposing:</p> <ul style="list-style-type: none"> <li>• Over 200 residential units or 10,000 m<sup>2</sup> of new floor space or;</li> <li>• Non-mains drainage</li> </ul>	
13.	<p><b>Historic Environment Statement</b></p> <p>Required for planning applications where heritage assets are affected. Heritage assets include:</p> <ul style="list-style-type: none"> <li>• Designated assets: Scheduled Monuments, Listed Buildings, Buildings in Conservation Areas; Registered Parks and Gardens; Registered Battlefields.</li> <li>• Undesignated assets: unlisted historic buildings and structures; undesignated archaeological sites.</li> <li>• Heritage assets that are identified during the preparation of development proposals e.g. through desk-based assessment or field evaluation</li> </ul>	
14.	<p><b>Land Contamination Assessment</b></p> <p>Required for applications on any sites where risks from land contamination may be reasonably suspected.</p>	
15.	<p><b>Landscape and Visual Impact Assessment</b></p> <p>For any proposal in a medium to high landscape sensitivity area as identified in the Joint Core Strategy Landscape Characterisation Assessment and Sensitivity Analysis</p> <p>The assessment</p>	
16.	<p><b>Lighting Assessment</b></p> <p>Required for all development where external lighting is proposed or where the proposal involves areas of public access.</p>	
17.	<p><b>Management Plans</b></p> <p>Any major application proposing public open space or new roads.</p>	
18.	<p><b>Noise Impact Assessment:</b></p> <p>Required for any proposal:</p>	

	<ul style="list-style-type: none"> <li>• Where the proposed development involves the installation of any plant or equipment or the carrying out of any operations, activity or use that may adversely affect adjoining or nearby noise sensitive properties.</li> <li>• Proposed noise sensitive developments that adjoin or are likely to be affected by an existing source of noise e.g. residential development close to a commercial/industrial use or trunk road where the proposed residential development may be impacted upon by unacceptable levels of noise.</li> </ul>	
19.	<p><b>Open Space Assessment</b></p> <p>Required for applications which involve the loss or partial loss of existing open space as defined in Annex 2 of the National Planning Policy Framework,</p>	
20.	<p><b>Social and Community Infrastructure Justification statement</b></p> <p>Required for proposals to develop land or buildings currently or previously in use as a community facility.</p>	
21.	<p><b>Town Centre Impact Assessment</b></p> <p>Developments for town centre uses located outside town and local centres must comply with the sequential test.</p>	
22.	<p><b>Transport Assessment/Statement</b></p> <p>Required for applications likely to generate significant amounts of transport movement.</p>	
23.	<p><b>Travel Plan</b></p> <p>Required for applications likely to generate significant amounts of transport movement.</p>	
24.	<p><b>Telecommunications Supporting Statement</b></p> <p>All applications proposing telecommunications development, including applications for prior approval under the Town and Country Planning (General Permitted Development) Order.</p>	
25.	<p><b>Tree Survey/ Arboricultural Assessment</b></p> <p>Required for:</p> <ul style="list-style-type: none"> <li>• Proposals affecting trees covered by a tree preservation order</li> <li>• Proposals within a Conservation Area, and trees within or adjacent the site are affected by the application</li> <li>• All sites with trees and hedges growing within or bounding them, with a stem diameter greater than 75mm when measured at 1.5m above ground level, where the proposals affect the trees/hedges.</li> </ul>	
26.	<p><b>Ventilation/Extraction Statement</b></p> <p>Required for applications for restaurants, cafes, takeaways, premises selling / serving hot food and any proposals which include a ventilation or extraction system (except householder development)</p>	

27.	<b>Viability Assessment</b>  Required for applications where the proposal does not provide JCS policy requirements for affordable housing and infrastructure.	
28.	<b>Waste Minimisation Statement</b>  Required for any proposal for either 10 or more dwellings (or residential development on a site larger than 0.5 hectare), or for any other type of development where the floor-space exceeds 1,000 square metres or the site area is 1 hectare or more	