

JULY 2013

List of Local Requirements

This document identifies which documents it is considered are reasonable to request in order to validate an application having regard, in particular, to the nature and scale of the development and which it is reasonable to think will be a material consideration in the determination of the application. Accordingly trigger levels are quoted where relevant.

Contents

L1 - Affordable Housing Statement.....	2
L2 - Agricultural Justification.....	3
L3 - Ecological Assessment.....	4
L4 - Environmental Impact Assessments	5
L5 - Flood Risk Assessment	7
L6 - Greenbelt Impact Assessment	11
L7 - Heritage Statement (including Archaeological Assessments if required).....	12
L8 - Planning Obligations Pro Forma Statement.....	13
L9 - Structural Survey.....	15
L10 - Town Centre Uses Assessment	16
L11 - Transport Statement/Assessment	18
L12 - Travel Plan.....	20
L13 - Tree Surveys.....	22
L14 - Viability Statement.....	24

JULY 2013

L1 - Affordable Housing Statement
<p>Threshold/Trigger</p> <p>The following types of applications will trigger the need for 30% on-site affordable housing (with a tenure split of 60% social rented and 40% intermediate);</p> <ul style="list-style-type: none">• Newark Urban Area – all housing proposals of 10 or more dwellings or sites of 0.4 ha or above (irrespective of dwelling numbers)• Remainder of the district – all housing proposals of 5 or more dwellings or sites of 0.2 ha or above (irrespective of dwelling numbers) <p>All applications for rural affordable housing that would not otherwise be acceptable in principle will be required to submit full details of the offer.</p>
<p>Details of what should be included</p> <ul style="list-style-type: none">• The number of affordable residential units• The mix of affordable units in terms of type (intermediate/social rented) and size (number of bedrooms and gross floor space).• Plans showing the location of affordable housing units which is accompanied by a schedule of accommodation which contains details of the net internal floor area and bedrooms for each plot.• How the affordable housing units are to be managed and where this involves a Registered Social Landlord (RSL) their details.• Off-site provision will not normally be encouraged but in exceptional circumstances you may be able to make a contribution to affordable housing provision elsewhere. If you consider there are such circumstances, you will need to set these out in writing.
<p>Other Information</p> <p>Where the developer considers that a lower proportion of affordable housing, than is normally required by CP1 of the Core Strategy, is appropriate, then a detailed written justification should be provided. This will also need to include a viability appraisal (see L14)</p> <p>For outline applications, where it is not possible to specify the affordable housing provision in detail, a statement of intent should be submitted outlining how affordable housing is intended to be provided and whether the site will comply with the provisions set out in CP1.</p> <p>More information can be found in the Core Strategy (paragraphs 5.3 to 5.12) and the SPD on Developer Contributions which can both be viewed on the Council's website.</p>

JULY 2013

L2 - Agricultural Justification
Threshold/Trigger: <ul style="list-style-type: none">• Where the proposal relates to the erection of a dwelling in the countryside for agricultural purposes
What should be included: <p>An agricultural appraisal, by a qualified practitioner, presenting evidence of:</p> <ul style="list-style-type: none">• A functional need outlining why it is essential for the proper functioning of the enterprise for one or more workers to be readily available at most times• A financial test to provide evidence that the farming enterprise is economically viable to sustain the size of dwelling proposed

JULY 2013

L3 - Ecological Assessment
<p>Threshold/Trigger:</p> <ul style="list-style-type: none">• Applications relating to barns and other buildings capable of supporting protected species• Where development is within or adjacent to a wildlife corridor or area of natural open space• Where development is within a Special Protection Area (SPA) or Site of Special Scientific Interest
<p>What should be included:</p> <p>An ecological assessment, by a qualified practitioner:</p> <ul style="list-style-type: none">• Natural features, habitats, flora and fauna should be identified• A survey should assess the implications of the proposed development upon the wildlife habitats or features present, including any measures for mitigating the impact of development• Applications for development in the countryside that will affect areas designated for their biodiversity interests are likely to need to include assessments of impacts and proposals for long term maintenance and management• Particular consideration must be given to the presence of protected species such as badgers, bats, barn owls, great crested newts, reptiles and water voles• Where appropriate accompanying plans should indicate the location of any significant wildlife habitats or features
<p>Other Information:</p> <ul style="list-style-type: none">• Natural England has a list of approved ecological consultants and can provide relevant advice. You can contact them on 0845 6003078

JULY 2013

L4 - Environmental Impact Assessments

Threshold/Trigger:

The Regulations apply to two separate lists of projects:

(iii) 'Schedule 1 projects' for which EIA is required in every case; and

(iv) 'Schedule 2 projects' for which EIA is required only if the project in question is judged likely to give rise to significant environmental effects.

For 'Schedule 1 projects' whether a project falls within the scope of the Regulations will normally be clear, as several of the definitions of 'Schedule 1 projects' incorporate an indication of scale, in the form of a quantified threshold, which clearly identifies the projects requiring EIA.

The list of 'Schedule 2 projects' is much longer and the issue is whether the proposal will cause 'significant environmental effects'. There are thresholds but these are indicative, and do not apply if the site is in or partly in a 'sensitive area' as defined in the Regulations. Such areas include Sites of Special Scientific Interest, National Parks, Areas of Outstanding Natural Beauty, the Broads, World Heritage Sites and Ancient Monuments.

Details of what should be included

Details are set out in Schedule 4 of the Regulations, and the information is given under separate headings: Part 1 and Part 2. The Environmental Statement must include all the information included in Part 2 and the information from Part 1 that is reasonably required to assess the environmental effects of the development and which the applicant can reasonably be required to complete.

Other Information

An assessment will need to be undertaken on major applications as to the significance of any impact of the development on the environment. This will be looked at under the following process:

Screening Opinion

If you are unsure whether a proposal requires an Environmental Impact Assessment (EIA) you can submit a request to the LPA for a Screening Opinion.

JULY 2013

You will need to include the following information with your request:

- A plan sufficient to identify the land
- Brief description as to the nature and purpose of the development and its possible effects on the environment
- Such other information, which you feel, may be of benefit.

On receipt of the application for a screening opinion the LPA will consult relevant organisations and respond to the request within 21 days. If the LPA considers that the proposal could have significant effects on the environment then they will require an EIA to be submitted with the planning application. You will be informed, in writing, of the outcome of the screening opinion. In addition to the above the LPA will undertake a screening opinion on all relevant applications when submitted. It may be at this time that an EIA is requested by the LPA. Where an applicant disagrees with the decision they may appeal to the Secretary of State for a screening opinion.

Scoping Opinion

If you are clear that a proposal is an EIA Development (by virtue of either Schedule 1 or Schedule 2 of the Regulations) or from the results of a Screening Opinion, then a request for a Scoping Opinion can be submitted to the LPA. A Scoping Opinion should be submitted with:

- A plan sufficient to identify the land,
- A brief description of the nature and purpose of the development and of its possible effects on the environment, and
- Such other information that may be of benefit.

The request should provide sufficient information so that the scope of an EIA can be agreed. The LPA must adopt a Scoping Opinion within 5 weeks of receiving a request, and will consult all relevant specialists and the developer as part of the process. This period may be extended if the authority and developer agree in writing.

The LPA will then confirm what they consider to be the main effects of the development and the topics that the Environmental Statement should cover. This does not prevent the LPA from requesting additional information as part of the EIA process.

Environmental Statement

If your application is considered to be an EIA application then an Environmental Statement and a non-technical summary should accompany it. Technical appendices should also be included where relevant. An application proposing EIA Development has a target date for consideration of 16 weeks to allow Local Authorities and all interested parties greater opportunity to consider the impacts of the proposed development.

JULY 2013

L5 - Flood Risk Assessment

Threshold/Trigger

The following types of applications will need a FRA:

- Development in High Risk Flood Zone (Zone 3).
- Development in Medium Risk Flood Zone (Zone 2).
- Any operational development of 1ha or above in Low Flood Risk Zone 1.

Exceptions are as follows:

- Minor non-residential extensions
Industrial/commercial/leisure etc. extensions with a footprint less than 250sqm.
- Alterations
Development that does not increase the size of buildings e.g. alterations to external appearance.
- Householder applications
Includes extensions to and outbuildings within the curtilage, e.g. sheds, garages (but excludes the creation of new dwellings or the subdivision to flats) etc.
We would not normally request a full FRA but do require the completion of a "Householder and Other Minor Extensions in Flood Zones 2 and 3" Form which will need to accompany the application. Where a site falls within Flood Zone 3 or 2 and the proposed floor levels of any works are lower than the floor levels of the existing dwelling, a FRA may still be necessary.
- Changes of Use
In relation to Full planning applications for a change of use with no external building, extension or engineering works, there are circumstances where a FRA may be required. Where a site lies within Flood Zone 3 or 2 and is a conversion to a more vulnerable use in terms of flood risk (Table 2 of Technical Guidance), a FRA should accompany the application.

Details of what should be included:

- The sequential approach (as outlined in Part 10 of the NPPF and its accompanying Technical Guidance) will need to be applied and where necessary the Exception Test, unless the application is located on a site allocated in the Development Plan, is for a change of use or is a minor development (see list of exceptions in section above).
- The FRA should identify and assess the risks of all forms of flooding to and resulting from the development taking into account climate change. It should also:
- Demonstrate how the risk of flooding will be managed.
- Demonstrate that the development complies with the policies contained in the planning guidance.
- Include an Emergency Planning Statement detailing flood warning and evacuation measures where applicable.

JULY 2013

Basic Level 1 Flood Risk Assessment (FRA) screening study:

As a minimum it is suggested that developers/applicants should answer the following questions:

- What type of development is proposed and where will it be located? Include whether it is new development, an extension to existing development or change of use etc.
- What is its vulnerability classification?
- What sources of flooding could affect the site? (see Technical Guidance, para.2)
- What are the existing surface water drainage arrangements for the site?
- Which flood zone is the site within? (Check with the Environment Agency or on their website – see details below)
- If there is a Strategic Flood Risk Assessment (SFRA) covering this site, what does it show?

If a more detailed study is required, a typical Level 2 or Level 3 FRA could cover the following:

- Development description and location:
- The type of development proposed and where it will be located.
- The vulnerability classification (Table 2 of Technical Guidance).
- Whether the proposed development is consistent with the Local Development Documents.
- Evidence that the Sequential Test and Exception Test (if necessary) has been applied in the selection of this site for the development type proposed, or reference to this if presented in other planning documents.

Definition of the flood hazard:

- All sources of flooding that could affect the site.
- Identify sources, describe how flooding would occur, with reference to any historic records wherever these are available.
- The existing surface water drainage arrangements for the site.

Probability:

- The flood zone the site is within.
- Information from the SFRA covering the site.
- The probability of the site flooding taking account of the contents of the SFRA and of any further site-specific assessment.
- The existing rates and volumes of run-off generated by the site, including information on flow and rate of onset.

JULY 2013

Climate change:

- The effects of climate change on flood risk for the lifetime of the development use Technical Guidance (Table 5).

Detailed development proposals:

- Details of the development layout, referring to the relevant drawings (cross referring to the main application).
- Where appropriate, demonstrate how land uses most sensitive to flood damage have been placed in areas within the site that are at least risk of flooding (applying the Sequential Test at site level).

Flood risk management measures:

- How will the site be protected from flooding, including the potential impacts of climate change, over the development's lifetime.

Off site impacts:

- Demonstrate how the measures to protect the development from flooding will ensure that there will be no increased flood risk elsewhere.
- Measures to prevent run-off from the completed development causing an increased impact elsewhere.
- The incorporation of sustainable drainage systems in the overall design of the development or justification of why they are not suitable.

Residual risks:

- An assessment of the flood-related risks that remain after measures to protect the site from flooding have been implemented.
- Who will manage the risks and enforce compliance over the lifetime of the development.

Assessments should address the issue of flood risk to both property and people and be carried out in accordance with national guidance set out in the NPPF and its accompanying Guide.

Assessment should also be provided of the sequential sustainability of the site with regard to flood risk.

Other Information

Flood Risk Assessments should always be proportionate to the degree of flood risk in each case and appropriate to the scale, nature and location of the proposed development or change of use.

Flood risk areas are identified by the Environment Agency and may be viewed at:

<http://www.environment-agency.gov.uk/homeandleisure/floods/default.aspx>

More information can be found in the NPPF published in March 2012.

JULY 2013

The level 2 Strategic Flood Risk Assessment is available at:

<http://www.newark-sherwooddc.gov.uk/sfрал2/2/>

Planning Policy Statement 25 – Development and Flood Risk (Practice Guide) is also still available online at:

<http://www.communities.gov.uk/publications/planningandbuilding/pps25guideupdate>

JULY 2013

L6 - Greenbelt Impact Assessment

Threshold/Trigger:

- Applications which propose the demolition and replacement of dwellings located within the Green Belt
- Applications which propose new buildings or engineering operations in the Green Belt
- All householder applications that propose the extension of dwellings located in the Green Belt

What should be included:

Volume and floorspace calculations for the following:

- The original building (a building existing on 01/07/1948 or a building constructed on or after that date)
- All existing extensions to the original building
- Any demolition of the original building proposed
- Any demolition of an existing extension(s) proposed
- Any proposed extensions
- Any proposed new buildings

JULY 2013

L7 - Heritage Statement (including Archaeological Assessments if required)
<p>Threshold/Trigger:</p> <p>All applications affecting heritage assets and/or their setting (unless covered in Design and Access Statement)</p> <p>Listed Building Consent</p> <ul style="list-style-type: none">• All applications <p>Conservation Area Consent</p> <ul style="list-style-type: none">• All applications
<p>What should be included:</p> <p>A heritage statement, by a qualified practitioner, is a written statement supported by appropriate plans and photographs:</p> <ul style="list-style-type: none">• Identification of the historic features which exist on or adjacent to the application site• An analysis of the significance of the archaeology, history and character of the historic features present• An explanation of the impact of the proposal of the significance of the historic features present together with any justification or mitigation <p>A heritage statement for a <i>Listed Building Consent</i> should also include:</p> <ul style="list-style-type: none">• A schedule of all works, including internal works, to the listed building(s)• An audit of features of importance (including photographs keyed to a plan), such as ornamental and decorative features and fittings that will be affected by the proposals;• The principles of and justification for the proposed works and their impact on the special character of the building and its setting• Where appropriate, a structural survey <p>A heritage statement for a <i>Conservation Area Consent</i> should also include:</p> <ul style="list-style-type: none">• The principles of and justification for the proposed demolition;• An assessment of the impact on the character of the area• Where appropriate, a structural survey <p>A heritage statement for an application affecting <i>Archaeological assets</i> should also include:</p> <ul style="list-style-type: none">• A desk-based archaeological assessment and archaeological evaluation report
<p>Other Information:</p> <ul style="list-style-type: none">• The Conservation team are a valuable source of information. You can contact them on 01636 650000

JULY 2013

L8 - Planning Obligations Pro Forma Statement

Threshold/Trigger

A Section 106 Agreement is required to secure the following:

Affordable Housing (30% on site)

- Newark Urban Area – all housing proposals of 10 or more dwellings or sites of 0.4 ha or above
- Remainder of the district – all housing proposals of 5 or more dwellings or sites of 0.2 ha or above
- All applications for rural affordable housing

Community Facilities

- Residential dwellings of 10 or more developments

Education

- Where a development generates a need for additional places to be provided in existing primary and/or secondary schools.
- In some circumstances (i.e. Large scale major housing scheme) will generate a requirements for a new school. Where this is required the Developer will be expected to provide a site and construction costs including professional fees, furniture and equipment

Health

- Where a development increases the population of an area and where there is extra demand of local health care provision.
- Any other development that impacts on demand for healthcare

Natural Heritage

- Development which may have an impact on ecologically, geologically and or landscape sensitive features or locations will need to be assessed individually.

Public Open Space

- Children's Play Area – 10 or more dwellings will trigger provision of 20 sq m per dwelling to be provided on site;
- Amenity Open Space – 30 or more dwellings will trigger provision of 15 sq m per

JULY 2013

dwelling on site.

Sports Fields

- Developments of 100 dwellings or more will trigger the need for 40 sq m per dwelling on site

Details of what should be included:

All applications that meet the above triggers must be accompanied by a Heads of Terms. This should include:

- Confirmation as to who is drafting the S106 Agreement (i.e. – if you wish this LPA to draft this, you will need to confirm that you are prepared to pay our reasonable costs)
- Names, addresses and contact details of the solicitor being used.
- Proof of Title /Land Registry Information
- Details of the Proposal
- Details of what the Obligation(s) is/are for
- Details of who the agreement is between

Where the developer considers that it is not financially viable to enter into an agreement, or that they can make reduced payments, then a clear and robust financial viability assessment must be submitted. You should therefore refer to the section entitled 'Viability Statement'.

Other Information:

The detailed requirements can be found in the District Council's Supplementary Planning Document on Developer Contributions.

JULY 2013

L9 - Structural Survey
<p>Threshold/Trigger</p> <ul style="list-style-type: none">• Proposals involving the demolition of heritage assets• Proposals involving the conversion of heritage assets involving significant re-building works (i.e which involve replacing/rebuilding some or part of a roof or a wall)
<p>Details of what should be included</p> <p>This survey must be carried out by a qualified structural engineer or other qualified person.</p> <p>For proposals involving the demolition of heritage asset, a full external and internal structural survey is required to explore the structural condition of the building and demonstrate that the building is not structurally capable of repair and / or conversion.</p> <p>For proposals involving the conversion of a heritage asset, a full external and internal structural survey is required to demonstrate that the building is capable of conversion without the need for substantial re-building works. This should be accompanied annotated plans to show the extent of any repair or re-build works as appropriate.</p>
<p>Other Information</p> <p>The Royal Institution of Chartered Surveyors is the regulatory body for Surveyors. Details of local surveyors can be found on the RICS website at www.rics.org</p>

JULY 2013

L10 - Town Centre Uses Assessment

Threshold/Trigger

Main town centre uses (see definition below) will require a 'Town Centre Use Assessment' in the following circumstances;

Town Centre Use Assessments should comprise the following elements depending on the type of application.

- **Sequential Assessment**

Is required for **all** main town centre uses, not in an existing centre (area defined on a LPA proposal map) and not in accordance with an up-to-date Development Plan (except for small-scale rural offices or other small-scale rural development)

- **Impact Assessment**

Is required for retail, leisure and office development of 2,500 sq m in floor space or above where it is outside of town centres (as defined by the proposals map) and is not in accordance with an up-to-date Development Plan.

Definition: *Main town centre uses comprise retail development (including warehouse clubs and factory outlets), leisure, entertainment facilities, the more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night clubs, casinos, health and fitness centres, indoor bowling centres and bingo halls) offices, and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).*

Details of what should be included:

Sequential Test – This should assess the application against the town centre first policy, i.e. it should demonstrate that there are no other more suitable, viable and available sites in or closer to the town centre or edge of centre locations as set out in the NPPF.

Impact Assessment – This should include an assessment of the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal; and

The impact of the proposal on town centre vitality and viability, including local consumer

JULY 2013

choice and trade in the town centre and wider area, up to 5 years from the time the application is made. For major schemes where the full impact will not be realised in 5 years the impact should also be assessed for up to 10 years from the time the application is made.

Other Information

Please refer to the NPPF and other relevant policy documents.

JULY 2013

L11 - Transport Statement/Assessment

Threshold/Trigger

- Food retail development with gross floor area (GFA) of 250 sq m or more (if floor space exceeds 800 sq m you will also need to provide a Travel Plan)
- Non-food retail development (A1) with GFA of 800 sq m or more (if floor space exceeds 1500 sq m you will also need to provide a Travel Plan)
- Financial and professional services development (A2) with GFA of 1000 sq m or more (if floor space exceeds 2500 sq m you will also need to provide a Travel Plan)
- Restaurant and cafes development(A3) with GFA of 300 sq m or more (if floor space exceeds 2500 sq m you will also need to provide a Travel Plan)
- Drinking establishments (A4) with GFA of 300 sq m or more (if floor space exceeds 600 sq m you will also need to provide a Travel Plan)
- Hot food takeaway (A5) with GFA of 250 sq m or more (if floor space exceeds 500 sq m you will also need to provide a Travel Plan)
- Offices and light industry (B1) with GFA of 1500 sq m or more (if floor space exceeds 2500 sq m you will also need to provide a Travel Plan)
- General industry development (B2) with GFA of 2500 sq m or more (if floor space exceeds 4000 sq m you will also need to provide a Travel Plan)
- Storage and distribution (B8) with GFA of 3000 sq m or more (if floor space exceeds 5000 sq m you will also need to provide a Travel Plan)
- Hotels, guest and boarding houses (C1) where number of bedrooms exceeds 75 (if no. of bedrooms exceeds 100 you will also need to provide a Travel Plan)
- Residential institutions (C2) in the case of educational institutions where no. of students exceeds 50 (if no. of students exceeds 150 you will also need to provide a Travel Plan) or for other institutions where no. of residents exceed 250 (over 400 will trigger the need for a Travel Plan)
- Residential development (C3) of 50 or more dwellings (over 80 will trigger the need for a Travel Plan)
- Non-residential institutions (D1) with GFA of 500 sq m or more (if floor space exceeds 1000 sq m you will also need to provide a Travel Plan)
- Assembly and leisure development (D2) with GFA of 500 sq m or more (if floor space exceeds 1500 sq m you will also need to provide a Travel Plan)
- For other forms of development not listed, please seek advice direct from Nottinghamshire County Council Highways Authority.

Details of what should be included

See the Department for Transport's "Guidance on Transport Assessments" available to view at <http://www.dft.gov.uk/publications/guidance-on-transport-assessment>

JULY 2013

Other Information

The Highways Authority is based at Nottinghamshire County Council. Contact: Highways North Area Office, Nottinghamshire County Council, Welbeck House, Darwin Drive, Sherwood Energy Village, Ollerton, Nottinghamshire, NG22 9FF. Tel 08449 80 80 80. Website:

www.nottinghamshire.gov.uk

JULY 2013

L12 - Travel Plan

Policy Background

- National Planning Policy Framework
- Spatial Policy 7 (Sustainable Transport) of the Newark and Sherwood Core Strategy Development Plan Document
- Saved Policy T21 (Heavy Goods Vehicles) of the Newark and Sherwood Local Plan

Threshold/Trigger

- Food retail development with gross floor area (GFA) in excess of 800 sq m
- Non-food retail development (A1) with GFA in excess of 1500 sq m
- Financial and professional services (A2) with GFA in excess of 2500 sq m
- Restaurant and cafes development(A3) with GFA in excess of 2500 sq m
- Drinking establishments (A4) with GFA in excess of 600 sq m
- Hot food takeaway (A5) with GFA in excess of 500 sq m
- Offices and light industry (B1) with GFA in excess of 2500 sq m
- General industry development (B2) with GFA in excess of 4000 sq m
- Storage and distribution (B8) with GFA in excess of 5000 sq m
- Hotels, guest and boarding houses (C1) where number of bedrooms exceeds 100
- Residential institutions (C2) in the case of educational institutions where no. of students exceeds 150 or for other institutions where no. of residents exceed 400
- Residential development (C3) of 80 or more dwellings
- Non-residential institutions (D1) with GFA of 1000 sq m or more
- Assembly and leisure development (D2) with GFA of 1500 sq m or more
- For other forms of development not listed, please seek advice direct from Nottinghamshire County Council Highways Authority.

Details of what should be included;-

- A commitment from the developer to minimise Single Occupancy Vehicle (SOV) use by promoting and supporting alternative modes,
- The identification of a Travel Plan Co-ordinator to manage travel to and from the site,
- The setting of Targets with respect to the number of vehicles using a site,
- The adoption of measures to reduce SOV travel in line with the Targets set,
- The adoption of a monitoring regime to report achievement against Targets to the Council,

JULY 2013

- The commitment to review and update the Travel Plan in response to monitoring against Targets, which may include for the provision of fallback measures.

Other Information

For further information please see;-

- Nottinghamshire County Council's Guidance for the Preparation of Travel Plans in Support of Planning Applications, available to view at;-
<http://www.nottinghamshire.gov.uk/travelplanguidance.pdf>
- The Department for Transport's "Guidance on Transport Assessments" available to view at <http://www.dft.gov.uk/publications/guidance-on-transport-assessment>

It should be noted that if a development meets the thresholds that trigger the need for a Travel Plan you will also need to provide a Transport Statement/Assessment. (see L15)

JULY 2013

L13 - Tree Surveys
Threshold/Trigger A tree survey should accompany all applications where trees may be affected by the proposed development. This includes trees on adjacent land or highways.
Details of what should be included The tree survey shall include all the information required as per the specification of BS 5837: 2012, or by any subsequent updates to this standard. This includes: <ul style="list-style-type: none">• Location of all existing trees (reference number to be recorded on the tree survey plan) over 75mm in diameter measured at 1.5m above ground level which are:<ul style="list-style-type: none">○ Within the site○ Overhanging the site○ Within a distance of the boundary of the site which is less than half the height of the tree; or○ Located on land adjacent to the development site that might influence the site or might be important as part of the local landscape character.• Trees which are less than 75mm diameter at 1.5m above ground need not be accurately surveyed but should be indicated• Existing buildings/structures• Hard surfaces;• Water courses;• Overhead cables;• Underground services including their routes and depths;• Ground levels throughout the site;• Location of all existing hedges, a list of the woody species that they contain and details of any features within the hedge, e.g. banks or supporting walls• Soil type(s);• Wildlife features (e.g. birds, nests, bat roosts - see Wildlife and Countryside Act 1981);• Historical features; and• Any other hard features. A Tree Survey shall include a Tree Constraints Plan, a Tree Protection Plan and an Arboricultural Impact Assessment. The tree survey must also include the following

JULY 2013

information about the trees (that have a diameter greater than 75mm) which are indicated on the plan:

- Species (common and scientific name, where possible)
- Height;
- Diameter of the stem measured at 1.5m above ground level
- Root Protection Area (RPA)
- Canopy spread of each tree for all four compass points;
- Age Class (e.g. young, semi-mature, mature, over-mature, etc)
- Assessment of the condition including trunk, crown, roots
- Life expectancy (e.g. very long, long, medium, short, very short); and
- A full schedule of tree works including those to be removed and those remaining that require remedial works to ensure acceptable levels of risk and management in the context of the proposed development. The method of disposal of all arisings should also be included along with the precautions to be taken to avoid damage to Root Protection Areas and trees to be retained;
- Amenity value- both existing amenity value and proposed amenity value; and
- British Standard status - colour coded system identifying suitability for retention.

A schedule to the survey should list all the trees or groups of trees.

In assessing the amenity value of trees, regard should be given to three criteria:

1. **Visibility:** The extent to which the trees or woodlands can be seen from a public viewpoint (e.g. a footpath or road);
2. **Size and Form:** Taking into account factors such as the rarity of trees, their potential growth, and their value as a screen; and
3. **Wider Impact:** The significance of the trees in their local surroundings taking into account how suitable they are to their particular setting, as well as the presence of other trees in the vicinity.

All trees that are surveyed must be clearly tagged on site to enable their identification when considering the tree survey.

Other Information

If you are unsure whether the development may affect trees you should, as a minimum, submit a site plan to a scale of 1:200 or 1:500 indicating the proposed development and location of tree trunks and the crown spread of all trees within falling distance of the boundary of the application site. Based on this site plan a tree survey may or may not be requested following a desktop review of aerial photographs and other spatial data.

British Standard 5837:2012 – Trees in Relation to Design, Demolition and Construction – Recommendations

JULY 2013

L14 - Viability Statement

Threshold/Trigger

Where applicants do not consider that development schemes would be viable in relation to the policy requirements and/or planning obligations made of them, a viability assessment justifying the reasons for this must accompany the planning application.

Where applicants consider that a building cannot retain its employment or community use and an alternative use is the only viable option.

Details of what should be included

Where the developer considers that it is not financially viable to enter into an agreement, or that they can make reduced payments, then a clear and robust financial viability assessment must be submitted. This should include the following information:

- Schedule of both gross and net internal floor areas;
- Land purchase price (with proof), and the estimated market value of the site;
- Date of land purchase;
- Schedule of development costs (normals);
- Schedule of development costs (abnormals);
- Proof of development costs (abnormals);
- Reasons why full costs (including abnormals) were not reflected in the purchase price;
- Expected sale price of dwellings/buildings (including at what date/s); and
- Intended profit level/s (including profit type).

In relation to affordable housing the assessment should include all the above and details of the amount of affordable housing (%) that could be provided against a diminishing scale of profit levels, to the level of full affordable housing provision.

Known costs such as site clearance, preparation, retaining walls, piling, infrastructure provision and or diversion, highways works, servicing, flood mitigation measures, archaeology, decontamination/remediation will not be considered as abnormals. Where abnormal costs can clearly be demonstrated, a reduction in the contribution may be agreed on a site by site basis.