

APPENDIX A

Criteria and/or Triggers for submission of report/information from Local List

In all cases policy references relate to the East Herts Local Plan Second Review April 2007.

The information or report will not be required in relation to a reserved matters application where it has previously been submitted in relation to an outline application which relates to the same form of development on the same site.

Information/ report	Criteria or trigger which requires the report/information to be submitted
Affordable housing statement	Where a net gain in residential units is proposed as part of the development and the net gain is sufficient to require the provision of affordable housing in accordance with policy HSG3. Where rural exceptions affordable housing is proposed and where an application proposes the removal of a previously applied occupancy condition (policy GBC6)
Biodiversity survey and report	Where a development is proposed which is located in, or will have an impact on, an identified SSSI or wildlife site (policies ENV 13 and 14). Where any protected species of flora or fauna are known to be present on the application site or will be affected by the development or it becomes known that they are present or will be affected during the consideration of an application.
Daylight/ sunlight assessment	Where a development has the potential to impact upon the daylight and sunlight enjoyed on land adjacent to the application site where this land is in residential use.
Details of alternative sites	All proposals (planning or prior approval consents) for telecommunications development
Economic statement	Where any non residential floorspace is to be created by virtue of the proposals or if the proposal is put forward for community benefit or regeneration purposes.
Environmental statement	As required by the Town and Country Planning (Environmental Impact Assessment) Regulations 1999

Flood risk assessment	For all proposals with a site area of 1ha or greater and located in flood zone 1 and for all proposals for new development in flood zones 2 and 3. Also for development other than minor development in a designated critical drainage area as notified by the Environment Agency.
Foul sewerage and utilities assessment	Where a new connection is proposed to existing sewerage systems as a result of the development proposed. Where the disposal of trade waste is proposed to be dealt with other than by connection to a public sewer. Where the proposed development will result in any change or replacement to the existing sewerage system or creation of a new system.
Heritage Statement	All applications for Listed Building consent. All applications for conservation area consent. Where the development proposals have the potential to have an impact on the setting of a listed building or the character of a conservation area. Where development proposals involve disturbance to the ground in identified areas or archaeological significance
Land contamination assessment	Where development is proposed on land which is identified as contaminated land or where a sensitive end user is proposed such as housing or education. Further information available in the technical guide <i>Developing on Potentially Contaminated Land and/or for a Sensitive End Use</i> (August 2008) available on the Council's website at www.eastherts.gov.uk
Landscaping details	Any residential development proposals which would result in a net gain in residential units (other than through change of use). Other forms of development where new floorspace is proposed
Lighting assessment	Where proposed development is to be publicly accessible and is adjacent to existing residential development, is, or is adjacent to a listed building, is in or adjacent to a conservation area or is adjacent to open countryside.
Map showing relationship of proposal to schools etc	All proposals (planning or prior approval consents) for telecommunications development
Noise assessment	Where new development will have the potential to create noise which will have an impact on existing noise sensitive development (defined as residential, offices, hospitals and schools). Where noise sensitive development (as defined above) would be developed in a location where it will be subject to noise from an existing use in the vicinity

Open space assessment	Where new development would affect any existing areas of publicly accessible open space or would trigger the need for provision or for financial contributions toward in accordance with the Councils Planning Obligations SPD.
Parking Provision	Any proposals for additional commercial floorspace; for a change of use of land or buildings; where a net gain in residential units is proposed or where extensions to existing houses result in an increase in the number of bedrooms provided.
Photographs and photomontages	Any proposals which involve the demolition of an existing building; development affecting a conservation area or listed building; and all Listed Building, Conservation Area Consents, advertisement applications and applications for works to TPO trees or notifications with regard to trees in a Conservation Area
Planning Obligations – Draft Head(s) of terms	Any proposed development which would trigger the need for the provision of any community infrastructure as set out in the Councils Planning Obligations SPD.
Planning Statement	All development proposals other than householder applications
Waste collection and disposal arrangements	Any residential development proposals which would result in a net gain in residential units (other than through change of use). Other forms of development where new floorspace is proposed.
Retail Impact Assessment	Developments proposing new retail floorspace which fall within the definition of “Major” applications as defined in the General Development Procedure Order: floorspace in excess of 1000m ² .
Site Waste management Plan	Any proposals, other than householder applications, which involve the demolition of an existing building
Statement of community involvement	Any proposal which meets the threshold for affordable housing provision in the local Plan (as above); and for all other developments which fall within the definition of “Major” applications as defined in the General development procedure Order: for residential development, all sites proposing 10 or more units; for commercial development all sites of 1000m ² .
Structural Survey	Any proposal involving - the conversion, substantial alteration or demolition of a listed building or building in a conservation area; all barn and other rural building conversions.

Supplementary information template	All proposals (planning or prior approval consents) for telecommunications development
Sustainability Statement	All proposals for development of 15 dwellings or more (or sites of 0.5 hectares or more irrespective of the number of dwellings) or for commercial development (including changes of use) of 250sq metres or more as required in accordance with policy SD1.
Telecommunications Development – supplementary information	All proposals (planning or prior approval consents) for telecommunications development
Town Centre Uses – Evidence to accompany applications	All proposals for new development, extensions, changes of use and variation of conditions which would provide retail, leisure, office and tourism uses where they fall within the definition of “Major” applications as defined in the General Development Procedure Order: floorspace in excess of 1000m ² .
Transport assessment	Any proposal which has significant transport implications in accordance with the government guidance in Planning Policy Guidance Note 13 - Transport
Travel Plan	Any proposal which has significant transport implications in accordance with the government guidance in Planning Policy Guidance Note 13 - Transport
Tree survey/arboricultural implications	Where there are trees within the application site, or on land adjacent to it that could influence or be affected by the development.
Ventilation/extraction statement	All applications for the use of premises for purposes within Use Classes A3 (Restaurants and cafes); A4(Drinking establishments); A5 (Hot Food take-aways); B1 (general business) and B2 (general industrial).
Viability Assessment	All proposals where an exception to policy is proposed on financial grounds or where enabling development is proposed under PPS5. The assessment should be carried out by a professional valuer and submitted with the application. The Council will arrange for an independent professional review of the assessment for which the developer will be required to meet the full cost.