

North Somerset Local List of Planning Application Requirements (PAR)

The local list of Planning Application Requirements for North Somerset is in three parts. Part 1 and sets out what supporting information is required. Part 2 relates to plans and drawings and part 3 sets out the standards that plans and drawings need to abide by. Parts 1 and 2 are set out in this document. Part three is contained in a separate document that can be found on the council [website](#).

Where information, that is required in accordance with any part of the adopted list of PAR, is not submitted with an application, then that application would normally be considered as being invalid and no further work will be undertaken until the required information is received.

Part 1 Supporting Information

Item No	Item description	When required	Policy driver (NPPF = National Planning Policy Framework)
1.	Accessible Housing Statement	Required for 6 or more new residential units (including conversions and change of use), unless the development is for affordable housing.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM42
2.	Affordable Housing Statement	Required for residential or mixed-use development: <ol style="list-style-type: none"> 1. providing 11 or more dwellings; or 2. providing 6 or more dwellings within the Mendip Hills Area of Outstanding Natural Beauty; or 3. where the total floor area of the proposed dwellings would exceed 0.5ha unless the development is for affordable housing.	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 50 ○ North Somerset Core Strategy – Policy CS16 ○ Affordable Housing Supplementary Planning Document (SPD)
3.	Bat survey and report	The survey and report must have been undertaken by a qualified ecologist and carried out within the previous two years* and is required for: <ol style="list-style-type: none"> 1. All development, including demolition, within the Juvenile Sustenance Zone (North Somerset) as set out within the North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on 	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Conservation of Species & Habitats Regulations

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		<p>Development: Supplementary Planning Document (adopted January 2018).</p> <ol style="list-style-type: none"> 2. All development, including demolition, but excluding change of use and householder development, within Bat Consultations Zones A and B as set out within the North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on Development: Supplementary Planning Document (adopted January 2018). 3. Development that affects existing weatherboarding, hanging tiles or pitched roofs (excluding roofs covered with prefabricated steel or sheet materials, or roof voids that have been converted to living space), on any building within Bat Consultations Zone A as set out within the North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on Development: Supplementary Planning Document (adopted January 2018). 4. Alterations to an existing agricultural or equestrian building with externally exposed brick, stone or a wood framed roof; 5. Development affecting underground structures, brick or stone built industrial sites or bridge structures. 6. Alteration works to any building or structure where bat roosts are known or previously recorded to be present. 7. Floodlighting of any building meeting criteria 1 or churches, listed buildings or green space (e.g. sports pitches) within 50m of woodland, water, field hedgerows or tree lines with connectivity to woodland and water. 8. Felling or removal of mature trees that have a significant amount of: <ol style="list-style-type: none"> a. complex growth form b. natural cavities (often present in beech, oak, ash) c. loose bark or ivy cover d. damaged caused by rot/lighting/wind/woodpeckers' 9. Felling or removal of woodland of 0.5 hectares or more. 10. Removal of hedgerows or tree lines connected to woodland or a significant body of fresh water. 	<p>2010</p> <ul style="list-style-type: none"> ○ Habitats Directive 2009 92/43/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ NPPF - Paragraphs 43, 109, 110, 118 and 119 ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM8 (publication version) ○ North Somerset and Mendip Bats Special Area of Conservation (SAC) Guidance on Development: Supplementary Planning Document (adopted January 2018)

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		<p>Notwithstanding the above criteria a full bat survey and report is NOT required if an initial bat survey (Scoping Survey, Preliminary Ecological Appraisal (PEA) or an Extended Phase 1 Habitat Survey) is submitted with the application that confirms that the building is unlikely to support bats and that bats are unlikely to be adversely impacted.</p> <p>If an initial bat survey (Scoping Survey, Preliminary Ecological Appraisal (PEA) or an Extended Phase 1 Habitat Survey) is submitted with the application that confirms that further surveys for bats (Emergence/Re-entry or Activity Surveys) are required, the application will not be valid unless the required survey is carried out in full and a report of the findings are submitted with the application.</p> <p>*Applications submitted with surveys which are out of date will not normally be considered valid.</p>	
4.	Biodiversity – Preliminary Ecological Appraisal (PEA) or an Extended Phase 1 Habitat Survey)	<p>A Preliminary Ecological Appraisal (PEA) or an Extended Phase 1 Habitat Survey must have been undertaken by a qualified ecologist and carried out within the previous two years and is required for:</p> <p>1) All developments (except for change of use and alterations to an existing dwelling) in or adjacent* to:</p> <ol style="list-style-type: none"> a) Sites of Special Scientific Interest (SSSI's) b) National Nature reserve (NNR) c) Local Wildlife Site (LWS) Regionally Important Geological Sites (RIGS) d) Local Nature Reserve (LNR) e) Special Protection Area (SPA) f) RAMSAR site g) Special Areas of Conservation (SAC) <p>2) Where there is likely to be nationally or internationally protected species** (excluding bats) or their habitat*** (specific requirements for bats are listed separately at row 2 above).</p>	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Protection of Badgers Act 1992 ○ Conservation of Species & Habitats Regulations 2010 ○ Habitats Directive 2009 92/43/EEC ○ Birds Directive 2009 147/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ NPPF - Paragraphs 43, 109, 110, 118 and 119

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		<p>3) Requirement for:</p> <ul style="list-style-type: none"> a) Major operational development b) Wind turbines c) Solar panels (ground based and non-domestic). <p>**"Adjacent" for these purposes is defined as within 5 metres of the designation boundary.</p> <p>**Protected species are listed on Natural England's website</p> <p>*** "Habitat" is defined as a place where the protected species roost, breed or feed.</p>	<ul style="list-style-type: none"> ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM8
5.	Biodiversity – Full protected species surveys	Required if the Preliminary Ecological Appraisal (PEA) or an Extended Phase 1 Habitat Survey) (see row 3 above) recommends that a full protected species survey is completed.	<ul style="list-style-type: none"> ○ Wildlife & Countryside Act 1981 ○ Countryside & Rights of Way Act 2000 ○ Protection of Badgers Act 1992 ○ Conservation of Species & Habitats Regulations 2010 ○ Habitats Directive 2009 92/43/EEC ○ Birds Directive 2009 147/EEC ○ Natural Environment and Rural Communities Act (NERC) 2006 ○ NPPF - Paragraphs 43, 109, 110, 118 and 119 ○ North Somerset Core Strategy - Policy CS4 ○ Sites and Policies Plan Part 1 – Development

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			Management Policy: DM8
6.	Coal Mining Risk Assessment (CMRA)	<p>All development in Development High Risk Area excluding those on the Exemptions List e.g.:</p> <ul style="list-style-type: none"> • Householder development • Change of use • Variation of condition (unless the variation of condition relates directly to the CMRA) • Advertisement applications 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 121 ○ North Somerset Core Strategy – Policy CS3
7.	CIL additional information form	<p>Required for applications received on or after 4 December 2017 that include an element of any of the following types of development:</p> <ol style="list-style-type: none"> 1. Residential (use class C3/C4); 2. Extra care (C2) housing; 3. Purpose-built student accommodation/halls of residence; 4. Retail (use classes A1/A2/A3/A4/A5); <p>and where the applications are for:</p> <ol style="list-style-type: none"> a) Full planning permission (including householder applications); b) Lawful development certificates, where the development in question commenced or will commence after 18th January 2018 and where the development is more than 100sqm floorspace and/or leads to the creation of a new dwelling (even if less than 100sqm); c) Minor Material Amendments; d) Modification of S106 agreements; e) Prior approval, where the development is more than 100sqm and/or results in the creation of a new dwelling (even if less than 100sqm); f) Reserved matters (following an outline planning permission). <p>Applicants for commercial (B-class) or other forms of development may if they wish submit the CIL additional information form on an optional basis in</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Community Infrastructure Levy (CIL) Regulations 2010 (as amended).

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		<p>order to enable confirmation that no charges will apply.</p> <p>Not required for:</p> <ul style="list-style-type: none"> • outline applications • minerals or waste development <p>Please see www.n-somerset.gov.uk/cil for further information.</p>	
8.	Economic Statement	Required for all applications where it is proposed to develop existing employment land/buildings within Use Classes B1, B2 or B8 for a use not within Use Classes B1, B2 or B8.	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 18 – 22 ○ North Somerset Core Strategy – Policy CS20
9.	Employment Led Statement	<p>Required for residential development proposals of 10 or more dwellings within the 'Junction 21 Enterprise Area including the Weston Villages' as defined in the Employment-led Delivery at Weston-super-Mare Supplementary Planning Document (SPD) (2014), and on sites of 50 or more dwellings within the 'Remainder of Weston-super-Mare' also set out in that SPD.</p> <p>Within the Employment Led Statement submitted reference should be made to the guidance in the SPD on considering the site suitability for the provision of employment development in addition to other relevant policies of the Development Plan.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 18 – 22 ○ North Somerset Core Strategy – Policy CS20 and CS30
10.	Environmental Impact Assessment	<p>In accordance with the Town and Country Planning (Environmental Impact Assessment) Regulations 2011 (Schedules 1 and 2 type development).</p> <p>See National Planning Practice Guidance for further details</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ The Town & Country Planning (Environmental Impact Assessment) Regulations 2011 (Statutory Instrument 2011 No. 1824)

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11.	Energy Statement	Required for: <ol style="list-style-type: none"> 1. All new residential units (including conversions) 2. Non-residential development (including conversions and extensions) with a floor area over 500m² 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 151 and 153 ○ North Somerset Core Strategy - Policies CS1 and CS2 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM2
12.	Flood Warning Evacuation Plan	Required for: <ol style="list-style-type: none"> 1. Hazardous Substance Consent applications 2. Sites which require a Flood Risk Assessment (FRA) (see section 13) if they are: <ol style="list-style-type: none"> a) Major developments b) New or extended residential accommodation for vulnerable people (including conversion and annexes). For example sheltered housing or care home etc c) New residential dwellings or flats (including conversion and annexes) where there would be no internal access to an upper floor d) Residential extensions that increase the number of bedrooms at the ground floor or lower and which would provide no internal access to an upper floor e) New or extended sites for camping, caravans and gypsy and traveller sites f) New or extended hotels or hostels 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 34, 17 and sections 10 and 11 ○ The Technical Guidance to the National Planning Policy Framework (March 2012) ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM1
13.	Flood Risk	Required for:	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and

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	Assessment (FRA)	<ol style="list-style-type: none"> 1. Development sites of 1 hectare or over in Flood Zone 1 2. Development in an area within flood zone 1 which has critical drainage problems as notified by the Environment Agency (none currently notified in North Somerset) 3. Development in Flood Zones 2 and 3 4. Development sites that could be affected by sources of flooding other than rivers and the sea (for example surface water, reservoirs, groundwater), where its development would introduce a more vulnerable use. 5. Development where there is an increased risk of flooding, from any source, in the future (as identified within the Strategic Flood Risk Assessment). 	<p>section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165.</p> <ul style="list-style-type: none"> ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1
14.	Flood Risk Sequential Test Evidence	<p>Required for:</p> <ol style="list-style-type: none"> 1. Development in flood zones 2 and 3 (including sites predicted to become within flood zone 2 or 3 as a result of climate change). <p>Not required for:</p> <ol style="list-style-type: none"> 1. Minor non-residential extensions (industrial/commercial/leisure etc) with a footprint less than 250sqm. 2. Development that does not increase the size of buildings e.g. alterations to external appearance. 3. Householder development (sheds, garages, games rooms etc.) within the curtilage of the existing dwelling in addition to physical extensions to the existing dwelling itself. Note that this definition excludes any proposed development that would create a separate dwelling within the curtilage of the existing dwelling e.g. subdivision 	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development

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		<p>of houses into flats.</p> <p>4. Changes of use, except for change to a caravan, camping or chalet site, or to a mobile home or park home site</p>	<p>Management Policies: Policy DM1</p>
15.	Flood Risk Exception Test	<p>Required for:</p> <ol style="list-style-type: none"> 1. Development that is defined as “highly vulnerable” within in flood zone 2 2. Development classified as “essential infrastructure” within in flood zones 3a and 3b 3. Development classified as “more vulnerable” within in flood zone 3a. <p>Not required for:</p> <ol style="list-style-type: none"> 1. Minor non-residential extensions (industrial/commercial/leisure etc) with a footprint less than 250sqm. 2. Development that does not increase the size of buildings e.g. alterations to external appearance. 3. Householder development (sheds, garages, games rooms etc.) within the curtilage of the existing dwelling in addition to physical extensions to the existing dwelling itself. Note that this definition excludes any proposed development that would create a separate dwelling within the curtilage of the existing dwelling e.g. subdivision of houses into flats. 4. Changes of use, except for change to a caravan, camping or chalet site, or to a mobile home or park home site 	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies: Policy DM1
16.	Foul Sewerage and Utilities Assessment	<p>Required for all applications proposing developments in excess of 100 dwellings; or 10,000m² new floor space (or an equivalent combination).</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 17 and sections 10 and 11 ○ North Somerset Core Strategy - Policies CS3
17.	Groundwater protection details	<p>Required for:</p> <ol style="list-style-type: none"> 1. Development within a Groundwater Source Protection Zone which 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 180

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		<p>proposes foul drainage that is not connected to a main sewer</p> <ol style="list-style-type: none"> 2. Non-residential development within a Groundwater Source Protection Zone that is likely to result in contaminated surface water e.g. livestock buildings, oil storage tanks, general industrial uses (Use Class B2). 3. Any development of potentially contaminated land e.g. redevelopment of a petrol filling station or a vehicle scrappage facility. 	
18.	Health Impact assessments	<p>Required for all large-scale major developments as follows:</p> <ol style="list-style-type: none"> 1. Residential development - 200 or more dwellings (if number of units not specified then on sites of 4ha or more) 2. Non-residential development with a floor space of 10,000m² or more or area of 2ha or more 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and section 8 ○ North Somerset Core Strategy - Policies CS26
19.	Heritage Statement	<p>Required for:</p> <ol style="list-style-type: none"> 1. Applications for Listed Building Consent 2. Planning applications affecting a Listed Building or its curtilage 3. Planning application within or affecting a Conservation Area (except for single storey rear extensions to dwellings) 4. Planning application affecting nationally and locally designated parks and gardens 5. Planning application affecting a Scheduled Monument or its setting 6. Planning application affecting undesignated heritage assets that are recorded on the Historic Environment Record including: <ul style="list-style-type: none"> • Known archaeological sites • Known historic buildings 	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and section 16 ○ North Somerset Core Strategy – Policy CS5 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM3, DM4, DM5, DM6 and DM7)
20.	Historic Park and Garden Landscape Assessment	<p>Required where development is proposed within a historic park or garden, as identified on the Policies Map.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM5
21.	Landscape and visual	<p>Required for:</p> <ol style="list-style-type: none"> 1. major development providing new buildings and structures located 	<ul style="list-style-type: none"> ○ NPPF – sections 43 and 109

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	impact assessment	<p>outside of settlement boundaries</p> <p>2. new building or structures within settlement boundaries that would be significantly higher than the height of existing buildings in the area.</p>	<ul style="list-style-type: none"> ○ North Somerset Core Strategy CS5 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM10
22.	Land Contamination Assessment	<p>Required for applications where there are known/suspected contamination issues with land and/or previous potentially contaminative uses.</p> <p>Examples may include:</p> <ol style="list-style-type: none"> 1. Developments on sites with a known past potentially contaminative historical land use 2. Conversion or redevelopment of petrol filling stations 3. Redevelopment of industrial and manufacturing sites. 4. Mineral and Waste applications 5. Applications for sites where previous or proposed alteration to the topography of the land or nearby land, for instance through infilling of the land, may result in the land being contaminated. 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 178-179 ○ North Somerset Core Strategy – Policy CS3
23.	Lighting Assessment	Required for all applications for floodlighting (excluding small scale domestic lighting).	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 125, sections 7 and 11 ○ North Somerset Core Strategy – Policies CS3 and CS12 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM32
24.	Noise Impact Assessment	<p>Required for:</p> <ol style="list-style-type: none"> 1. Applications for noise sensitive development (e.g. residential, schools and hospitals) adjacent to major road/transport infrastructure and other significant sources of noise. 	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43 and 180 ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan

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		<p>2. Applications for uses that involve activities that may generate significant levels of noise (e.g. development in <u>use classes B2 or B8</u>) adjacent to existing noise sensitive uses.</p> <p>Examples of when normally required:</p> <ul style="list-style-type: none"> • New residential development sited on or near transport related major noise sources such as rail or air transport • New residential development adjacent or close to licensed premises. • New commercial development within Use Classes B2 or B8 adjacent or close to existing residential development. 	<p>Part 1 – Development Management Policy: DM32</p>
25.	Open Space Assessment	<p>Required for:</p> <ol style="list-style-type: none"> 1. All major development (10 or more dwellings or 1,000m² or more) which involve a loss of open space* including playing fields. 2. All development that includes the loss of all or any part of a playing field. <p>* Open space is defined as open space of public value, including not just land, but also areas of water such as rivers, canals, lakes and reservoirs which offer important opportunities for sport and recreation and can also act as a visual amenity.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 73 and 74 ○ North Somerset Core Strategy – Policy CS26
26.	Retail Sequential Test	<p>Required for any retail proposals for an increase in retail floor area (including mixed use with retail as part of the scheme) within defined retail parks.</p> <p>Required for any retail proposals (including mixed use with retail as part of the scheme) with a floor area of 200m² or more and located outside of a defined retail centre as shown on the Policies Map.</p> <p>Required for any retail proposals located in a defined district centre if the floor area is more than 500m².</p>	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and Section 2 ○ North Somerset Core Strategy – Policy CS21 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM66, DM67 and DM69

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		Required for any retail proposals located in a defined local centre if the floor area is more than 300m ²	
27.	Retail Impact Assessment	For all retail development over 2,500sqm (gross).	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM66.
28.	Retail Park Justification	Required for proposals that provide additional retail floor space (including mixed use with retail as part of the scheme) within a defined retail park.	<ul style="list-style-type: none"> ○ NPPF – paragraph 43 and Section 2 ○ North Somerset Core Strategy – Policy CS21 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM65
29.	Surface Water Drainage Strategy	<p>Required for:</p> <ol style="list-style-type: none"> 1. Major developments 2. Developments subject to a requirement for sustainable drainage solutions set out in a ‘made’ Neighbourhood Plan 3. Any minor development requiring a Flood Risk Assessment (see section 13 above) 4. Minor developments, less than 1ha in Flood Zone 1 that may be affected by sources of flooding other than rivers and the sea. <p>Not required for householder development</p>	<ul style="list-style-type: none"> ○ NPPF paragraph 43 and section 14 – Meeting the challenge of climate change, flooding and coastal change – paragraphs 155 to 165. ○ Planning Practice Guidance on Flood Risk and Coastal Change 6th March 2014, Ministry of Housing, Communities and Local Government ○ North Somerset Core Strategy – Policy CS3 ○ Sites and Policies Plan Part 1 – Development Management Policies:

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			Policy DM1 <ul style="list-style-type: none"> ○ Weston Town Centre Regeneration Area (SPD) (adopted February 2017)
30.	Telecommunication Information	All telecoms development	<ul style="list-style-type: none"> ○ The Communications Act 2003 (As amended) ○ The Town and Country Planning (General Permitted Development) Order 1995 (as amended) ○ Code of Best Practice on Mobile Phone Network Development
31.	Transport Assessment/ Statement	Required for all major development where there are likely to be significant transport implications. See annexe A for details of what constitutes “significant transport implications”.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 4 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24
32.	Travel Plan	Required for all developments which generate significant amounts of movement. See annexe B for details. See annexe A for details of what constitutes “significant transport implications”.	NPPF – Paragraph 43 and Section 4 <ul style="list-style-type: none"> ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM26 ○ Travel Plan SPD (Nov 2010)
33.	Tree Survey	Required where there are:	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43

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	and/or Arboricultural Statement	<ol style="list-style-type: none"> 1. trees within or adjacent to the application site that are subject to a Tree Preservation Order (TPO); or 2. trees within a Conservation Area and within or adjacent to the application site that have a stem diameter greater than 75mm when measured at 1.5m above ground level; or 3. trees within or adjacent to the application site of a proposal for major development and that have a stem diameter greater than 150mm when measured at 1.5m above ground level 4. trees within or adjacent to the application site that form part of an ancient woodland* <p>and which could influence or be affected by the proposed development (including works such as site access, service routes and site compounds).</p> <p>In all other circumstances where there are trees within the site which could influence or be affected by the proposed development and that have a stem diameter greater than 150mm when measured at 1.5m above ground level the location of the trunk and the canopy spread should be clearly shown on the site layout plan.</p> <p>* Ancient woodland is any wooded area that has been wooded continuously since at least 1600 AD (NPPG Annex 2: Glossary).</p>	<p>and Section 11</p> <ul style="list-style-type: none"> ○ North Somerset Core Strategy – Policy CS4 ○ Sites and Policies Plan Part 1 – Development Management Policy: DM9
34.	Ventilation and Extraction Statement	All applications where extraction equipment for the preparation of cooked food is to be installed (excluding alterations to existing dwellings and proposals for new dwellings).	<ul style="list-style-type: none"> ○ NPPF – Paragraphs 43, 120, 123 and 124 ○ North Somerset Core Strategy – Policy CS3

Part 2 Plans and Drawings

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1.	Location plan	Always needed. (note that location plans are a national requirement that are always required)	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
2.	Site layout plan (existing and proposed)	Always needed.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.
3.	Transport – proposed visibility splay	Required for all new or altered vehicular accesses onto an existing highway (can be included within the Site Layout Plan)	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 4 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24
4.	Transport – vehicle parking plan (existing and proposed)	Required for development proposals that: <ul style="list-style-type: none"> • propose new or altered parking arrangements • increase the demand for parking as set out within the council’s adopted parking standards e.g. additional dwellings (can be included within the Site Layout Plan). 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 and Section 4 ○ North Somerset Core Strategy – Policy CS10 ○ Sites and Policies Plan Part 1 – Development Management Policies: DM24 ○ North Somerset Parking Standards (adopted November 2013)

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5.	Existing Floor plans	Needed for: <ul style="list-style-type: none"> • extensions to an existing building* • replacement residential buildings** • replacement non-residential buildings within the Green Belt • proposals for a change of use. <p>*except for domestic extensions that are located <u>outside</u> of the Green Belt and where the applicant has submitted a not to scale sketch showing the use of each room in the existing building. ** i.e. the replacement of an existing residential unit with one or more new residential units.</p>	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
6.	Proposed Floor plans	Needed for all new buildings, extensions to existing buildings and proposals for a change of use.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
7.	Elevations (existing and proposed)	Needed for all applications that involve the erection of new buildings, new structures, extensions and external alterations or advertisements.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
8.	Roof plans (existing and proposed)	Needed for major or complex roof alterations.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Item No	Item description	When required	Policy driver (NPPF = National Planning Policy Framework)
9.	Sections and levels	Needed for new buildings or extensions: <ul style="list-style-type: none"> • on significantly sloping or uneven land • adjacent to land at a different level • where significant changes in ground levels are proposed. 	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
10.	Street scene or context plans	Required for development that is near to existing buildings and is likely to have a significant visual impact when viewed from a public space. For example, relatively large side extensions that will be near to neighbouring buildings.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
11.	Landscape plans and details	Needed for proposals that involve any works that would affect trees or hedges* within the application site, or adjoining the site, or the proposal involves a lot of new planting. *unless the existing trees and hedges and any replacement planting are clearly shown on the site layout plan	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
12.	Joinery details and elevations	<u>Planning Permission</u> Needed to install new windows or external doors, or replace existing ones at a building that has heritage value and which is located within a Conservation Area. <u>Listed Building Consent</u> Needed to install new windows or doors, replace existing ones or for internal joinery works.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015
13.	Photographs and photomontages	Whilst not mandatory for registration applicants are encouraged to submit photographs with their application as these can be very helpful and may be requested after an application is registered.	<ul style="list-style-type: none"> ○ NPPF – Paragraph 43 ○ Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) ○ Article 29(4)(bb) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Transport Assessment Thresholds		
Type of development	Threshold at or above which a Transport Assessment will normally be required	
	1. Small Scheme (brief Transport Statement only)*	2. Large Scheme (full Transport Assessment)**
A1 Food retail	Floor area between 250 – 800 sq.m	Over 800 sq.m
A1 Non-food retail	Floor area between 800 – 1500 sq.m	Over 1500 sq.m
A2 Financial and professional services	Floor area between 1000 – 2500 sq.m	Over 2500 sq.m
A3 Restaurants and cafes	Floor area between 300 – 2500 sq.m	Over 2500 sq.m
A4 Drinking establishments	Floor area between 300 – 600 sq.m	Over 600 sq.m
A5 Hot food takeaway	Floor area between 250 – 500 sq.m	Over 500 sq.m
B1 Business	Floor area between 1500 – 2500 sq.m	Over 2500 sq.m
B2 General industrial	Floor area between 2500 – 4000 sq.m	Over 4000 sq.m
B8 Storage or distribution	Floor area between 3000 – 5000 sq.m	Over 5000 sq.m
C1 Hotels	Between 75 – 100 bedrooms	Over 100 bedrooms
C2 Residential institutions ➤ Hospitals / nursing homes ➤ Residential education ➤ Hostels	30 – 50 beds 50 – 150 students 250 – 400 residents	Over 50 beds Over 150 students Over 400 residents
C3 Residential development	50 – 80 units	Over 80 units
D1 Non-residential institutions (including schools)	Floor area between 500 – 1000 sq.m	Over 1000 sq.m
D2 Assembly and leisure	Floor area between 500 – 1500 sq.m	Over 1500 sq.m

For information about the coverage and detail of a Transport Assessment please refer to the council's Highway Development Design Guide.

Travel Plan Thresholds	
Land Use	Threshold at or above which a Travel Plan will normally be required
Retail – Food (Use Class A1)	800m ²
Retail – Non food (Use Class A1)	1500m ²
Financial and Professional (Use Class A2)	2500m ²
Food and Drink <ul style="list-style-type: none"> ▪ Restaurants, cafes, snack bars (Use Classes A3) ▪ Pubs & Bars (Use Class A4) ▪ Take-Aways (Use Class A5) 	2500m ² 600m ² 500m ²
Offices (Use Class B1)	2500m ²
Industrial (Use Class B2)	4000m ²
Warehousing and Distribution (Use Class B8)	5000m ²
Hotels (Use Class C1)	100 bedrooms
Residential Institutions (Use Class C2) <ul style="list-style-type: none"> - Hospitals and nursing homes - Residential education 	Over 50 beds 2500m ²

- Hostels	2500m ²
Residential (Use Class C3)	80 units (basic travel plan measures may be required for >10 units, no fee will apply)
Non Residential Institutions (Use Class D1)	1000m ²
Schools	State schools: All are already required to have a School Travel Plan. Independent schools: All new schools and extensions to schools that are likely to have a material impact on traffic movements.
Higher and Further Education	1000m ²
Assemble and Leisure and mixed-use developments (Use Class D2)	1500m ² (TA = 1000, check RLTP)
Mixed Use Developments	Where a planning application covers mixed land uses, a single or overarching Travel Plan will be required covering the complete development. This will be where the sum of the combined pro-rata land uses meets the threshold. For example a development consisting of 60% of the B1 threshold (2500m ²) and 40% of the B2 threshold (4000m ²) would require a Travel Plan.
Other developments including Bristol International Airport and Royal Portbury Dock	To be determined with reference to Replacement Local Plan and Joint Local Transport Plan policies, Guidance on Transport Assessments (DfT) – Indicative thresholds for transport assessments (Appendix B), and other local authority practice.