

Please submit Checklist with application. Please indicate with a tick in the O that you have submitted the information or state the reason why it has not been submitted.

### 3. Application for planning permission

**Proposed Single Dwelling at:  
Anvil Cottage, Arford Common, Arford**

#### NATIONAL REQUIREMENTS

- Y Completed form (1 original + 1 copy to be supplied unless the application is submitted electronically)
- Y A plan which identifies the land to which the application relates, drawn to a scale of 1:1250 or 1:2500 and showing the direction of North (2 sets to be supplied unless the application is submitted electronically). Red line to connect to Highway.
- Y A copy of other plans and drawings or information necessary to describe the subject of the application (2 sets to be supplied unless the application is submitted electronically) including:
- Block plan of the site at a scale of 1:200 or 1:500 showing the proposed work with dimensions, including those to boundaries, clearly stated,
  - Existing and proposed elevations at a scale of 1:50 or 1:100
  - Existing and proposed floor plans at a scale of 1:50 or 1:100
  - Existing and proposed site sections and finished floor and site levels at a scale of 1:50 or 1:100
  - Roof plans at a scale of 1:50 or 1:100
- Y A completed combined Ownership and Agricultural Holdings Certificate (A,B,C or D – as applicable) as required by Article 14 of the Town and Country Planning (General Development Procedure) Order 2015
- Y [Design and Access Statement](#) required for all major applications and applications for one or more dwellings in a conservation area.
- Y [The appropriate fee](#)
- Y For all applications where plans are being supplied electronically, a scale bar attached to ALL plans

Y In addition, where Ownership Certificates B, C or D have been completed, notice(s) as required by Article 6 of the Town and Country Planning (General Development Procedure) Order 1995 must be given and/or published in accordance with this Article

## LOCAL REQUIREMENTS

Conditional documents required	Document type	Circumstances when document should be submitted	Reason not included/if included, please indicate where it is located, i.e. part of supporting planning statement or design and access statement.
O	Affordable Housing Statement	All applications for 11 or more additional dwellings (net) or for a rural exception site	N/A
O	Agricultural Statement	<ul style="list-style-type: none"> <li>All applications for agricultural or equestrian development;</li> <li>All applications for new dwellings justified by their agricultural need</li> </ul>	N/A
O	Air Quality Assessment	<ul style="list-style-type: none"> <li>Major development within/or adjacent to an Air Quality Management Area(AQMA)</li> <li>Development in excess of 100 dwellings or 10,000m<sup>2</sup> new floor space</li> <li>Development falling within Use Class B2 with floor space of 1000m<sup>2</sup>+</li> <li>Where &gt;300 new parking spaces are proposed.</li> </ul>	N/A
Y	CIL Form	<ul style="list-style-type: none"> <li>Completion of the <a href="#">Additional Information Form</a> is required when new development (gross) is over 100 sq m.</li> </ul>	
O	Economic and Marketing Statement	<ul style="list-style-type: none"> <li>Falling within use classes B1, B2 or B8 exceeding 1,500m<sup>2</sup> gross external area; or</li> <li>Would result in the loss of either employment land or employment opportunity.</li> </ul>	N/A
O	Environmental Impact Assessment	Refer to EIA regulations.	N/A
O	Flood risk assessment	Development proposals with a site area of 1ha or greater in Flood Zone 1 and all proposals for development (including extensions), in Flood Zones 2 and 3. For sites that are less than 1ha in Flood Zone 1 and are in an area identified as having critical drainage problems as identified by the <a href="#">Environment Agency</a> . For further information on Critical Drainage Areas call the Environment Agency on 08708 506 506 to speak to a member of their Development Control team for this district.	N/A

Y	Foul sewage/surface water and utilities assessment	<ul style="list-style-type: none"> <li>All new residential or commercial development where it is not intended to connect to mains drainage;</li> <li>All applications that involve the disposal of trade waste or the disposal of foul sewage effluent other than to the public sewer. In these cases a fuller foul drainage assessment will be required, including details of method of storage, treatment and disposal;</li> <li>Disposal of surface water for all new residential or commercial development;</li> <li>Sustainable drainage schemes (required for all development over 25 dwellings or 1,500m<sup>2</sup> of commercial floor space)</li> </ul>	Drainage shown on Layout Plan
O	Heritage Statement	All applications affecting a known heritage asset or archaeological feature and for major developments in or immediately adjacent a conservation area	N/A
O	Land contamination assessment	<ul style="list-style-type: none"> <li>Any major application for residential development;</li> <li>Any site where contamination is known to exist;</li> <li>Any site within 250 metres of an existing or former landfill site listed by the Environment Agency</li> </ul>	N/A
O	Landscaping details	All major applications within a conservation area.	N/A
O	Lighting Assessment	<ul style="list-style-type: none"> <li>External lighting systems associated with sports pitches, maneges, car parks and garage forecourts</li> <li>Any major residential or commercial development in the countryside</li> </ul>	N/A
Y	Nature Conservation/Biodiversity/Ecological assessment	<ul style="list-style-type: none"> <li>Any development for new housing within 5km of the <a href="#">Wealden Heaths Phase II Special Protection Area for Birds</a> (SPA).</li> <li>Any application within a Site of Special Scientific Interest (SSSI), or a Site of Interest for Nature Conservation (SINC).</li> <li>Any application where a Protected Species Survey is required following <a href="#">Natural England's protected species flowchart</a>.</li> </ul>	PEA Provided

O	Noise impact/Sound insulation assessment	<ul style="list-style-type: none"> <li>• Developments considered to be noise sensitive and which are close to existing sources of noise or vibration, e.g. major roads, national railway lines and industrial developments;</li> <li>• All applications for B2 use;</li> <li>• Any application for motor sports or motor hobbies, e.g. model aeroplane flying;</li> <li>• Any application for clay pigeon shooting;</li> <li>• Any application for wind turbines.</li> </ul>	N/A
Y	Parking Provision	<ul style="list-style-type: none"> <li>• Any proposal where there is an increased requirement for car/lorry parking and/or where existing car/lorry parking arrangements are changing (this includes increasing bedroom numbers)</li> <li>• All new residential and new/expanded commercial development will require the provision of cycle stores</li> </ul>	Shown on Layout Plan
O	Planning Obligations	<p>All applications for</p> <ul style="list-style-type: none"> <li>• New residential, or</li> <li>• Commercial development with a floor area being created over 200m<sup>2</sup>.</li> <li>• See <a href="#">EHD Local Plan Planning Contributions and Community Infrastructure Levy Supplementary Planning Document April 2016</a></li> </ul>	N/A
O	Planning Statement including Statement of Community Involvement	<ul style="list-style-type: none"> <li>• All major applications; or</li> <li>• All wind turbine applications for either 2 or more turbines or the hub height exceeds 15m</li> </ul>	D & A Statement Provided
O	Playing fields and sporting facilities assessment	Any application involving the loss of playing fields or major sporting facilities	N/A
Y	Refuse disposal details	All applications for new residential, retail, commercial or agricultural development	As Application Form
Y	Street scene	Where the development would be within 3m of a boundary.	
O	Structural survey	All applications for conversion of a rural building, demolition of a listed building, or which would affect the structural integrity of a listed building.	N/A
O	Sustainability Appraisal	All major planning applications.	N/A
O	Telecommunications development statement	All telecommunications development	N/A

O	Town Centre Use Statement	<ul style="list-style-type: none"> <li>• Applications for main town centre uses as defined in the NPPF that are not in an existing centre and are not in accordance with an up-to-date Local Plan</li> <li>• Applications for over 2,500m<sup>2</sup> of retail, leisure and/or office development outside town centres, which are not in accordance with an up-to-date Local Plan</li> </ul>	N/A
O	Transport Assessment and draft Travel Plan	<ul style="list-style-type: none"> <li>• Residential development: 50 units</li> <li>• B1 and B2 uses: 2,500m<sup>2</sup></li> <li>• B8 uses: 5,000m<sup>2</sup></li> <li>• Retail uses: 1,000m<sup>2</sup></li> <li>• Education uses: 2,500m<sup>2</sup></li> <li>• Health uses: 2,500m<sup>2</sup></li> <li>• Care establishments: 500m<sup>2</sup> or 5 bedrooms</li> <li>• Leisure, stadia or ice rinks: All (1,500 seats)</li> <li>• Leisure, other: 1,000m<sup>2</sup></li> <li>• Commercial development not falling in the above categories: 500m<sup>2</sup></li> </ul>	N/A
Y	Tree survey/ arboricultural implications	<p>All applications for operational development within 15m of a tree:</p> <ul style="list-style-type: none"> <li>• The subject of a tree preservation order, either within the application site or on adjoining land; or</li> <li>• Within a conservation area</li> </ul>	
O	Ventilation/extraction statement	<p>All applications for:</p> <ul style="list-style-type: none"> <li>• A3 (i.e. restaurants and cafes – use for the sale of food and drink for consumption on the premises)</li> <li>• A4 (i.e. drinking establishments – use as a public house, wine-bar or other drinking establishment)</li> <li>• A5 (i.e. hot food takeaways – use for the sale of hot food for consumption off the premises)</li> <li>• B2 (general industrial)</li> <li>• Significant retail, business, industrial or leisure or other similar developments where substantial ventilation or extraction equipment is proposed to be installed (excluding odour abatement techniques unless specifically required).</li> </ul>	N/A

<b>Additional mandatory documents</b> <b>Y</b>	Ordnance Survey licence number if applicable	This must be provided for all <a href="#">Ordnance Survey</a> based location plans and block plans	
<b>Y</b>	Scale bar	A scale bar attached to ALL plans	

Please submit this form with your application

Additional information on the local requirements can be found in Part II of the [Planning Application Requirements \(Local\)](#)

Applications can be easily submitted online through the [Planning Portal](#)

