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Planning and Development Management

DRAFT Validation Checklist

October 2024

Derbyshire Dales District Council

1. INTRODUCTION

- 1.1 This validation checklist has been prepared to clarify the information required to be submitted with a planning application. Having the right information is crucial to good decision-making (National Planning Policy Framework, paragraph 43), and submitting all the required information with a planning application can help avoid delays and increase the chances of a successful application.
- 1.2 In addition to the national information requirements, the National Planning Policy Framework (NPPF) advises that LPAs should publish a local list of their information requirements for planning applications. Local lists should clarify what information is usually required for applications of a particular type, scale or location. Information required by local lists should be relevant, necessary and material to the application in question and kept to the minimum needed to decide a planning application. These statutory tests are set out in <https://www.legislation.gov.uk/ukpga/2013/27/section/6> (inserted by the Growth and Infrastructure Act) and <https://www.legislation.gov.uk/uksi/2015/595/article/11/made>
- 1.3 All applications must meet the national requirements, but the NPPF also requires local planning authorities to publish a list of local information requirements.
- 1.4 This document details the local (part two) information requirements that must be met in order for an application to be registered as a valid application.
- 1.5 The local information that Derbyshire Dales District Council (DDDC) will require from applicants is essentially derived from policies in the adopted [Derbyshire Dales Local Plan](#) (2017)

The thresholds for its requirement are provided with a general explanation of the issues that will need to be addressed. The required information will relate to matters which will be material planning considerations in the determination of the application, and as such provision of the information will help with prompt decision making as much as possible.

2. GUIDANCE FOR APPLICANTS

Meeting the Information Requirements

2.1 All applications for planning permission must include the information indicated as part of the National validation requirements (Part One – see link below) as well as relevant section of the part two validation requirements.

<https://www.gov.uk/guidance/making-an-application>

2.2 If your application does not contain the required information as set out in these requirements it will not be registered as a valid application. You will be informed in writing of the requirements necessary to validate it. No further action will be taken until the necessary information is received. If you do not provide the information (or agree a date for its submission with the Council) within 28 days of being told that your application is invalid, the whole application will be returned to you and a portion of the planning fee (25% of the fee) will be retained in order to recover costs of the administration work already undertaken.

2.3 If you consider that any element of the required information is not appropriate to your particular case you should provide a written explanation in support of your opinion. The Council will take your written explanation into consideration in deciding whether your application is valid.

2.4 In most cases the information requirements will be clear, but there may be circumstances where you disagree with the Council's view that your application is invalid. If you disagree that information is required, you have a right of appeal on the grounds of non-determination within the prescribed timescale (in most cases 56 days after your application was submitted). If you have submitted information, but the Council considers this inadequate then you will also have a right of appeal but need to formally advise the council of your reasons why you consider the information submitted to be adequate and allow time for the Council to respond to this.

2.5 It should be noted that in addition to the information included in this checklist that is required to ensure an application is considered valid, the District Council also has powers to direct an applicant to:

- Supply any further information and, except in the case of outline applications, plans and drawings necessary to enable them to determine the application, or
- Provide one of their officers with any evidence in respect of the application as is reasonable for them to call for to verify any particulars of information given to them.

Any request will be made in writing as soon as the need for it becomes clear.

This will not affect the validity of your application

- 2.6 In some circumstances, you may find it helpful to submit supplementary information that is not required because of the thresholds that have been set, but which is, nonetheless relevant to your application and helpful to its determination. The Council will not refuse to validate an application because there is too much information.

Electronic Submission of Applications

- 2.7 The Council encourages the electronic submission of planning applications. If you wish to submit in this way, you can do so via the Planning Portal planningportal.gov.uk
- 2.8 You should be aware that the Planning Portal is unable to accept individual documents that exceed 10mb in size and you will need to break large documents down in order to submit them. This is particularly relevant when, for example environmental impact assessments are required. It is suggested that when submitting such documents on CD that they are broken down into chapters etc. in order that they can be published on the Council's website.
- 2.9 Attachments and plans submitted with an electronic application must also be in appropriate file types and formats in order to be processed properly. Please refer to the detailed advice notes on the Council's website (<https://www.derbyshiredales.gov.uk/planning/planning-applications-and-advice/making-a-planning-application>) for full details of the acceptable specifications.

Data Protection

- 2.10 The application documents submitted will be published on the council's website so that people can contribute their comments. We will redact any personal information such as private signatures, telephone numbers and email addresses, but not business contacts. We will also redact personal details such as account numbers from any financial information that is submitted to support an application.
- 2.11 Only in exceptional circumstances will we agree that financial information can be made confidential, and in such cases, we will publish a statement explaining what has been removed and why this has been agreed with the applicant.

Pre-application Discussions

- 2.12 The Council offer a pre-application advice service, through which we can advise you on the requirements of a planning application. You can also seek advice from specialist officers prior to submission, for example trees and landscape or conservation officers, which can help ensure your application addresses the key issues. (<https://www.derbyshiredales.gov.uk/planning/planning-applications-and-advice/pre-application-advice>).
- 2.13 Pre-application engagement is encouraged by the government as it offers significant potential to improve both the efficiency and effectiveness of the planning application system and improve the quality of planning applications and their likelihood of success (National Planning Policy Framework). Details of the process and relevant fees are available on the Council's website (https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf).

Review of the Checklist

- 2.14 The Planning Practice Guidance sets out that validation checklists with local requirements must be reviewed every 2 years. There must be consultation on proposed changes, and then the list must be finalised and published on the council's website.
- 2.15 This checklist reflects changes to policy and guidance documents.
- 2.16 The checklist will be reviewed again in 2026, however the document will be updated as necessary to reflect any changes to the legislative requirements and any changes to Local Policy approved by the Council.

Environmental Impact Assessments (E.I.A)

- 2.17 The Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 2011 set out the circumstances in which environmental impact assessment is required to enable the local planning authority to give proper consideration to the likely environmental effects of a proposed development. The Regulations require developers to prepare an Environmental Statement (ES) for all Schedule 1 projects and for Schedule 2 projects where the specified thresholds are exceeded. The ES must be provided in the form set out in Schedule 4.
(<https://www.legislation.gov.uk/ukxi/2017/571/contents>)
- 2.18 If your application is for development of a type included within either Schedule 1 or Schedule 2, you are strongly recommended to ask the Council for a 'screening opinion' (to determine whether or not EIA is necessary) before submitting a planning application. The Council will also provide a 'scoping opinion' (setting out the issues to be addressed in the ES).
- 2.19 Where you are required to submit an ES, it will cover most, if not all, of the information set out in part two. You will not be required to submit the information twice, but you must make sure that you have fulfilled all of the requirements in one way or another, and it is helpful to provide a checklist explaining this.

3. Local Information Requirements

- 3.1 This part of the Validation Checklist sets out the additional information that is required to consider your application in specified circumstances. For your application to be accepted as valid, you must provide all of the required information (or a reasoned justification for not providing it) at the time of submission.
- 3.2 If you have submitted supplementary information with an outline application, for planning permission, you are not required to submit the same information again with the application for Reserved Matters. However, you will probably need to provide further details on issues not covered at the outline planning permission stage.-
- 3.3 The District Council has sought to ensure that information requirements are proportionate and necessary, however there will be circumstances where supplementary information is required by the Council before a decision is taken, even though it is not specified in the Checklist. Pre-application discussions with the Planning Officer can help to identify such circumstances at an early stage and thus minimise delays.
- 3.4 Where required, supplementary information should be provided by someone with appropriate qualifications and experience in the subject area. All such documents should clearly state the identity and qualifications of the author.
- 3.5 The following information requirements can be submitted as separate documents or, in some cases, may be incorporated into one or more comprehensive document. Where an Environmental Statement is required, that will encompass most, if not all, of the supplementary information. In other cases, the Design and Access Statement may be a useful covering document.

Part Two – Local Information Requirements

When required	Submission requirements and guidance	Key Policy drivers
Affordable Housing statement		
<p>Residential development of 10 dwellings or more, or on sites of 0.5 hectares or more.</p> <p>Affordable housing development on a rural exception site.</p>	<p>The total number of residential units proposed.</p> <p>The mix of market and affordable housing units, with details of numbers and floorspace of habitable rooms/bedrooms.</p> <p>Plan(s) showing the location of affordable units in relation to the proposed market housing, with details of size and numbers of habitable rooms/bedrooms.</p> <p>Details of the proposed arrangements of tenure for the affordable units, including the arrangements for ensuring affordability in the long term (Where more than one type of tenure is proposed, details of all types should be provided and the plans should clearly identify which type applies to each unit).</p> <p>Details of any Registered Social Landlord acting as a partner in the development.</p> <p>A statement setting out the proposed draft heads of terms for any necessary S.106 agreement is also recommended.</p>	<p>Policy HC4: Affordable Housing; HC5 Meeting Local Affordable Housing Need; HC11 Housing Mix and Type of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 61 – 65 of the National Planning Policy Framework (2023).</p>

When required	Submission requirements and guidance	Key Policy drivers
Air Quality Assessment		
<p>For a proposed development that would:</p> <p>Introduce new point sources of air pollution including furnaces, extraction systems which require approval under pollution control legislation and biomass boilers or biomass-fuelled CHP plant.</p> <p>Expose people to existing sources of air pollution e.g., new housing next to a known pollution source.</p> <p>Result in pollutants having a likely significant effect on designated wildlife sites where the development is not directly connected to the management of the site (eg. Intensive Livestock Units within Natural England Risk Zones).</p>	<p>Assessments should be proportionate to the nature and scale of the development proposed and the level of concern about air quality. The Planning Practice Guidance sets out the following contents should be included:</p> <p>Description of baseline conditions and how these could change.</p> <p>Sensitive habitats (including designated sites of importance for biodiversity);</p> <p>Assessment methods to be adopted and any requirements for the verification of modelling air quality;</p> <p>The basis for assessing impacts and determining the significance of an impact;</p> <p>Where relevant, the cumulative or in-combination effects arising from several developments;</p> <p>Construction phase impacts;</p> <p>Acceptable mitigation measures to reduce or remove adverse effects;</p>	<p>Policy S1 Sustainable Development Principles; PD1 Design and Place Making; PD3 Biodiversity and the Natural Environment; PD9 Pollution Control and Unstable Land of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 192 of the National Planning Policy Framework (2023).</p>

	<p>and</p> <p>Measures that could deliver improved air quality even when legally binding limits for concentrations of major air pollutants are not being breached.</p>	
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When required	Submission requirements and guidance	Key Policy drivers
Biodiversity Survey and Report		
<p>For a proposed development that has the potential to significantly impact on biodiversity and/or geological conservation. This includes:-</p> <p>Development within, or close to, a site that is formally designated for its ecological or geological importance - Special Protection Area (SPA), Special Area of Conservation (SAC), Ramsar Site and Special Site of Scientific Interest (SSSI).</p> <p>Development within, or close to, a site that has been locally identified as having ecological or geological importance - Local Nature Reserve or Local Wildlife/Geological Site.</p> <p>Development that would be likely to have an impact on any species or its habitat that is protected under the Wildlife and Countryside Act 1981, the Conservation of Habitats and Species Regulations 2017, Section 41 of the Natural Environment and Rural Communities Act or the Protection of Badgers Act 1992. (Development that</p>	<p>A detailed survey report proportionate to the nature and scale of the development proposals, which is not over 2 years old.</p> <p>Methodology should be consistent with Natural England standing advice for protected sites and areas and protected species.</p> <p>Protected species survey reports should provide the Council with sufficient information to allow a robust assessment of the potential impacts resulting from a development upon the species present on, or close to an application site. Surveys should be undertaken by suitably experienced and where necessary, licensed ecological specialists. Survey reports should follow a similar style to guidance provided by Natural England which details what information survey reports for protected species should include. Protected Species Licenses may be required from Natural England to undertake the necessary surveys.</p> <p>Advice on appointing ecological consultants is provided in Natural</p>	<p>Policy S1 Sustainable Development Principles; PD3 Biodiversity and the Natural Environment; PD4 Green Infrastructure; PD5 Landscape Character of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 180 – 183 of the National Planning Policy Framework (2023).</p>

<p>involves the loss, or alteration, of trees and woodland, hedgerows, scrub, grassland, watercourses or water bodies, or demolition, conversion or alteration of older buildings or roof spaces, is likely to have such an impact).</p> <p>If you do not feel the proposed development has potential to significantly impact on biological and/or geological conservation, you should submit a statement to explain your reasons.</p>	<p>England Standing Advice for Protected Species. The Standing Advice provides further guidance on which habitats or features are associated with protected species and detailed advice on the protected species most often affected by development. Natural England also provide a wide range of advisory leaflets and guidance notes with advice on wildlife, problems that may occur, how these can be resolved and guidance notes to help with the licensing process. Applicants are encouraged to utilise Natural England's pre-application Discretionary Advice Service so that appropriate account can be taken of environmental considerations from an early stage of proposed development.</p> <p>Further information can be found through the following:</p> <p>Planning Practice Guidance</p> <p><i>Biodiversity and Geological Conservation – Statutory Obligations and their Impact within the Planning System (ODPM 06/2005 & DEFRA 01/2005)</i></p> <p>Chartered Institute of Ecology and</p>	
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	<p>Environmental Management Guidelines for Preliminary Ecological Appraisal, 2017</p> <p>Natural England Standing Advice for Protected Species.</p>	
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When required	Submission requirements and guidance	Key Policy drivers
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Flood Risk Assessment		
<p>All development within flood zone 3</p> <p>All development within flood zone 2</p> <p>Development in flood zone 1 that is any of the following:</p> <p>over 1 hectare</p> <p>in an area identified as being at increased flood risk in the future</p> <p>would introduce a more vulnerable use on land subject to other sources of flooding there will be developments that clearly will have no flood risk implications (such as replacement of a shopfront, installation of equipment on an existing building or change to a less flood-sensitive use). If you feel that your application comes into this category, submit a brief note explaining why you do not think the information is necessary.</p>	<p><u>Householder development and extensions to a non-domestic building where the footprint created by the development does not exceed 250sqm:</u></p> <p>Show that floor levels within the development will be set no lower than existing floor levels and confirm that flood proofing of the proposed development has been incorporated into your scheme as appropriate. If you choose this option, you should provide details of any flood resilience and resistance techniques that will be included (in accordance with 'Preparing for Floods' ODPM 2003)</p> <p>Or, specify that floor levels within the extension will be set 300mm above the known or modelled 1% (1 in 100 chance each year) river flood level or 0.5% (1 in 200 chance each year) tidal and coastal flood level. If you choose this option you must provide a plan that shows finished floor levels relative to the known or modelled flood level. (N.B. all levels must be stated in relation to Ordnance Datum).</p>	<p>Policy S1 Sustainable Development Principles; PD7 Climate Change; PD8 Flood Risk Management and Water Quality of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 162 – 171 of the National Planning Policy Framework (2023).</p>

All other development:

The FRA should address the following issues:

Identify and assess the risks of all forms of flooding to the proposed development.

Identify and assess the risks of all forms of flooding of other land arising from the proposed development.

Demonstrate how these risks will be managed.

Identify opportunities to reduce the probability and consequences of flooding.

Throughout the assessment, show how the likely consequences of climate change have been taken into account.

Demonstrate application of sequential and, where necessary, exception tests for all development other than change of use applications (with the exception of changes of use to a caravan, camping or chalet site, or to a mobile home or park home site).

When required	Submission requirements and guidance	Key Policy drivers
Foul and Surface Water Drainage Assessment		
<p>For all development except:</p> <p>Changes of use applications where there will be no material change in foul or surface water discharges.</p> <p>Householder applications.</p> <p>All development within flood zone 2</p> <p>Development in flood zone 1 that is any of the following:</p> <p>over 1 hectare</p> <p>in an area identified as being at increased flood risk in the future</p> <p>would introduce a more vulnerable use on land subject to other sources of flooding there will be developments that clearly will have no flood risk implications (such as replacement of a shopfront, installation of equipment on an existing building or change to a less flood-sensitive use). If you feel that your application comes into this category, submit a brief note explaining why you do not think the information is necessary.</p>	<p><u>Mains connection for foul water disposal</u></p> <p>For schemes that propose to connect to the existing adopted mains for the disposal of foul water, it will usually be sufficient to simply indicate this, and if possible show the proposed route on the application plans. Where the proposed route will pass through land in separate ownership this will need to form part of the application site and the appropriate notice will need to be served on the owners (this is not necessary if the connection is on highway land).</p> <p><u>Non-mains disposal of foul water</u></p> <p>For development proposing 'non-mains' disposal of foul sewage (e.g. septic tank or package treatment plant) it will be necessary to supply technical information on the system proposed and a drainage assessment to demonstrate how the system will operate and be maintained to avoid any pollution.</p>	<p>Policy S1 Sustainable Development Principles; PD7 Climate Change; PD8 Flood Risk Management and Water Quality of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 165 of the National Planning Policy Framework (2023).</p>

Surface water disposal

The preferred method of surface water disposal is to soak-aways or an appropriate form of sustainable urban drainage (SUDs). For many schemes with suitable ground conditions, it will be sufficient to specify soak-aways on the plans. If soak-aways are not possible then on site storage with discharge at a restricted rate (either to a watercourse or the mains) may be acceptable. However, it is important to note that the provision of water storage on site can result in a need for changes to site layout, and therefore it is in a developers own interests to establish suitable drainage methods before submitting an application. This is particularly important in Derbyshire Dales District Council's administrative area, where local residents will want to be assured that surface water from a development will not lead to offsite flooding.

Major development –
Surface water drainage
assessment

For major development, there is a statutory requirement to consult the Lead Local Flood Authority (**Derbyshire County Council**).

	In order for the LLFA to comment on the SuDS proposed, they require a surface water drainage assessment to be submitted.	
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When required	Submission requirements and guidance	Key Policy drivers
Heritage Statement		
<p>Any work to a Listed Building, within the curtilage of a Listed Building, or work (other than householder applications) which will affect the setting of a Listed Building.</p> <p>Development (other than householder development) within a Conservation Area or affecting the setting of a Conservation Area.</p> <p>Development (other than householder development) within a World Heritage Site, its buffer zone or affecting the setting of a World Heritage Site.</p> <p>Development within or affecting the character, appearance or setting of a scheduled monument, an historic park or garden or a registered battlefield.</p>	<ul style="list-style-type: none"> • A detailed description of the significance of the heritage asset, and/or its setting. • A detailed description of the proposed works. • A detailed description of the impact upon significance, if any, of the proposed works. • The proposed materials and external components (eg. guttering, doors, windows, brick, stone detailing) to be used in the work. Joinery details for new shop fronts and for replacement doors and windows will be required for Listed Buildings and for features that are important in a Conservation Area and/or World Heritage Site. • Detailed plans and drawings including those of proposed joinery details with horizontal and vertical sections to a scale of 1:10 and a typical section of each joinery detail and moulding proposed at actual size. Photographs can be helpful as additional supplementary 	<p>Policy S1 Sustainable Development Principles; PD1 Design and Place Making; PD2 Protecting the Historic Environment of the Adopted Derbyshire Dales Local Plan.</p> <p>Section 16 of the National Planning Policy Framework (2023).</p> <p>Planning (Listed Buildings and Conservation Areas) Act 1990.</p>

	<p>information.</p> <ul style="list-style-type: none">• In the case of a Listed Building a written justification in support of the proposed alterations.• Where the proposal is for development that will affect the setting of a designated heritage asset, sufficient details to enable the Council to assess the impact. (Photomontages can be helpful).• In the case of development in a Conservation Area and/or World Heritage Site, sufficient information to show the proposed works in the wider context of the Conservation Area and/or World Heritage Site (including drawings/photomontages showing the development as part of the street scene).• Where an application is for demolition in a Conservation Area and/or World Heritage Site an assessment of the contribution which the building makes to the character of that part of the Area and/or Site. <p>The detail needed in a heritage statement should be proportionate to the significance of the heritage asset, and the extent and impact of the work on the heritage asset. The statement does not need to</p>	
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	be lengthy or over complex, and can be a simple statement explaining, for example, how the proposed work has used features or details present in the existing building or nearby buildings.	
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When required	Submission requirements and guidance	Key Policy drivers
Land Contamination Assessment		
<p>Where development is proposed on a site that is known to be contaminated, or where contamination is likely to be present because of its existing or previous use a land contamination assessment must be submitted.</p> <p>Development (including change of use) of former industrial, storage or agricultural sites will trigger this requirement.</p>	<p>An assessment should be carried out in accordance with the main procedural guidelines contained in the Environment Agency's Land Contamination: Risk Management guidance and should include:</p> <ul style="list-style-type: none"> • A desk top survey of available literature. • Where necessary, the results of an appropriate site investigation. • An assessment of the likely impact of any contamination, including migrating landfill gas, on the proposed use. • Management or mitigation measures to remove or reduce the identified impacts. <p>Development (including change of use) of former industrial, storage or agricultural sites will trigger this requirement in relation to development, but if initial investigations can confirm that the processes undertaken at the site, and the materials stored were unlikely to have led to any contamination, then it may not be necessary to undertake on site</p>	<p>Policy S1 Sustainable Development Principles; PD9 Pollution Control and Unstable Land of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 189 and 190 of the National Planning Policy Framework (2023).</p>

	investigations, or any further work, and a suitable condition could be attached to any approval.	
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When required	Submission requirements and guidance	Key Policy drivers
Lighting Assessment		
<p>Proposals for floodlighting, such as for sports facilities (eg golf driving ranges, multi-use games areas, and horse arenas), large areas of open storage, or industrial/commercial land.</p> <p>Proposals which include external lighting and are within or adjacent to a designated nature conservation site.</p>	<p>The details should include:</p> <ul style="list-style-type: none"> • A layout plan showing the location of all light fixtures and beam orientation and spread patterns of illuminated areas with specified lux levels. • Elevational details showing the position of the lighting units (whether freestanding or attached to existing buildings or structures). • A detailed Performance specification of the equipment proposed. • The proposed times at which the lighting will be in use. • An assessment of the impact of the lighting on the adjoining uses and the locality generally. • Mitigation measures to remove or reduce any adverse impacts identified. 	<p>Policy PD1 Design and Place Making; PD9 Pollution Control and Unstable Land of the Adopted Derbyshire Dales Local Plan.</p> <p>Section 12 of the National Planning Policy Framework (2023).</p>

When required	Submission requirements and guidance	Key Policy drivers
Noise Impact Assessment		
<p>Noise generating development:</p> <ul style="list-style-type: none"> • Development likely to generate significant noise (e.g. by way of an industrial process such as grain drying, or by way of energy generation such as wind turbines or biomass boiler/CHP). • Commercial development such as restaurants, cafes or hot food take-aways which require ventilation/extraction equipment. <p>Noise sensitive development (e.g. housing, office, hospital, care home, school) close to a significant source of noise (e.g. general industry, storage and distribution depot, motorway or trunk road, railway, airfield, theatre or nightclub).</p>	<p><u>Noise generating development</u></p> <ul style="list-style-type: none"> • A plan showing the location of any external equipment, including vents. • Detailed drawings of the design of the equipment, pipework and flues, including full details of its external appearance. • The acoustic characteristics of the equipment (whether internal or externally mounted) and measures proposed to minimise the impact of noise on neighbours (including noise insulation and hours of operation). <p>For more significant schemes a noise impact assessment should also include:</p> <ul style="list-style-type: none"> • Survey information about existing background noise levels in the vicinity of the development site. • Details of the noise that will be generated by the proposed development. • An assessment of the impact of the noise that will be generated by the proposed development on the nearby uses and 	<p>Policy PD1 Design and Place Making; PD9 Pollution Control and Unstable Land of the Adopted Derbyshire Dales Local Plan.</p> <p>Section 15 of the National Planning Policy Framework (2023).</p>

	<p>general locality.</p> <ul style="list-style-type: none">• Mitigation measures to remove or reduce adverse impacts. <p><u>Noise sensitive development</u></p> <ul style="list-style-type: none">• An assessment of the impact of existing noise sources on the proposed development (taking account of estimated future growth).• Mitigation measures to remove or reduce adverse impacts.	
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When required	Submission requirements and guidance	Key Policy drivers
Open Space Assessment		
<p>Development of 10 or more dwellings or more than 1000 sq m Gross Internal Floor Area of new dwellings, extensions, conversions, garages or other ancillary residential building.</p> <p>Development that will lead to a loss of open space.</p>	<p>Details of open space to be provided must include:</p> <ul style="list-style-type: none"> • The precise location of the open space land in relation to the layout of the overall scheme (normally, the open space should be shown on the site layout plan(s)). • Details of the layout of the open space including all fixed equipment, fencing, access arrangements and planting. • A timescale for the open space to be completed and made available, preferably in relation to the timescale for the overall development. • Proposals for the future maintenance of the open space. If this involves transferring the site into Council ownership, draft heads of terms of the necessary s106 planning obligation. • If provision is to be met by a financial arrangement rather than on site, draft heads of terms of the necessary s106 planning obligation. <p>If your proposal involves the loss of open space then you are advised to provide a justification for this and any explanation</p>	<p>Policy HC14 Open Space and Outdoor Recreation Facilities; HC17 Promoting Sport, Leisure and Recreation of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraphs 97, 102 and 103 of the National Planning Policy Framework (2023).</p>

	as to what alternative provision is proposed should be included in your application.	
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When required	Submission requirements and guidance	Key Policy drivers
Rural Worker Appraisal		
<p>Proposals for a new permanent dwelling for agricultural, forestry or other rural worker.</p> <p>Proposals for a temporary dwelling for agricultural, forestry or other rural worker.</p> <p>Proposals to remove an occupancy condition from an existing tied dwelling.</p>	<p><u>Permanent new rural workers dwelling</u></p> <p>An appraisal for a permanent new rural workers dwelling will need to contain information to demonstrate:</p> <ul style="list-style-type: none"> • The functional need for a dwelling. • That the business is financially sound. • That the need cannot be met by an existing dwelling. <p><u>Temporary rural workers dwelling</u></p> <p>An appraisal for a new temporary dwelling to support an existing or new enterprise will need to contain information to demonstrate:</p> <ul style="list-style-type: none"> • There is a clear intention and ability to develop the enterprise. • The function need for a full time worker to reside on site. • The activity is planned on a sound financial basis. • That the need cannot be met by an existing dwelling. <p><u>Removal of an occupancy condition</u></p> <p>An application to remove</p>	<p>Policy S4 Development in the Countryside; HC13 Agricultural and Rural Workers Dwellings of the Adopted Derbyshire Dales Local Plan.</p> <p>Paragraph 84 of the National Planning Policy Framework (2023).</p>

	<p>an occupancy condition will need to be accompanied by evidence to support that:</p> <ul style="list-style-type: none">• The property is no longer required for the purposes of accommodating a rural worker.• The property has been marketed for at least 12 months using specialist property agents and media.• That there has been a material change in circumstances. <p>Please note that in accordance with the Planning Practice Guidance advice, the information submitted will be published on the Council's website. Please see paragraphs 2.11-2.12 of this document for further information on how we handle data.</p>	
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When required	Submission requirements and guidance	Key Policy drivers
Tree Survey		
<p>All development within 15m of the stem of a tree with a stem diameter (d.b.h) of 75mm or above measured at 1.5m above ground level on or adjacent to the application site.</p> <p>Development where there is a tree on the site that is subject to a TPO.</p> <p>Development in a Conservation Area where there are trees on site.</p>	<p>Tree Surveys should include:</p> <ul style="list-style-type: none"> • A survey plotted at 1:200 scale to show the location and crown spread of all trees in relation to the proposed development (including trees both on and adjacent to the application site). <p>Where there is a TPO/Conservation Area, the following is required:</p> <ul style="list-style-type: none"> • The extent of root protection areas (at 12 times d.b.h.) for safeguarding, plus construction space. • A table indicating the desirability for retention of each tree in accordance with the BS5837 Table 1: Cascade Chart for Tree Quality Assessment, categories A, B, C or U taking account of space allowed for their future growth and maintenance requirements. 	<p>Policy PD1 Design and Place Making; PD5 Landscape Character; PD6 Trees, Hedgerows and Woodlands of the Adopted Derbyshire Dales Local Plan.</p> <p>Section 15 of the National Planning Policy Framework (2023).</p>

When required	Submission requirements and guidance	Key Policy drivers
Arboricultural Assessment		
<p>When the tree survey shows that there are BS Category A and or B trees on the site, or on adjoining land, and where the proposal could impact on them, either needing removal, pruning or protection during construction (i.e. any construction activities within the root protection area, including associated works such as excavations/trenching).</p>	<ul style="list-style-type: none"> • An evaluation of the direct and indirect effects of the proposal taking into account the quality of the trees and the effects of any tree loss required to implement the design, and any potential damaging activities proposed in the vicinity of retained trees (an Arboricultural Impact Assessment). • A methodology for the implementation of the development within the root protection area of a retained tree, or any work that has the potential to damage a retained tree (a Method Statement). • A landscaping scheme with an appropriate design and specification to successfully integrate the scheme into its setting, and minimise adverse visual impact, to include the siting and selection of species, sizes, carefully coordinated within the overall scheme design with due consideration for the recommendations of British Standard 5837 paragraph 5.6 (a Landscaping/Mitigation 	<p>Policy PD1 Design and Place Making; PD5 Landscape Character; PD6 Trees, Hedgerows and Woodlands of the Adopted Derbyshire Dales Local Plan.</p> <p>Section 15 of the National Planning Policy Framework (2023).</p> <p>Any reference to PPG here?</p>

	<p>Scheme).</p> <p>NB. Submission of protective fencing proposals with the application, in accordance with BS 5837 2012, is encouraged to avoid the need for subsequent conditions and their discharge.</p> <p>Further advice and guidance on assessing whether a proposed development might have an impact on trees and on the survey information, tree protection plan and method statement requirements that should be provided, are set out in BS5837: 2012, 'Trees in Relation to Design, Demolition and Construction – Recommendations'.</p>	
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