

Application for Approval of Reserved Matters following outline approval

National Requirements

- Completed form or application in writing containing sufficient information to enable the authority to identify the outline planning permission in respect of which it is made.
- Such particulars as are necessary to deal with the matters reserved in the outline planning permission.
- Such plans and drawings as are necessary to deal with the matters reserved in the outline planning permission including:
 - Block plan of the site (e.g. at a scale of 1:100 or 1:200) showing any site boundaries;
 - Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100);
 - Existing and proposed floor plans (e.g. at a scale of 1:50 or 1:100);
 - Existing and proposed site sections and finished floor and site levels (e.g. at a scale of 1:50 or 1:100);
 - Roof plans (e.g. at a scale of 1:50 or 1:100).
- Three copies of the application and three copies of the plans and drawings submitted with it (unless the local planning authority indicate that a lesser number is required or the application is submitted electronically).
- The appropriate fee.

Local Requirements – may include some or all of the following:

- Affordable housing statement (see guidance note on the criteria for the provision of affordable housing).
- Biodiversity survey and report - where a proposed development may have possible impacts on wildlife and biodiversity, information should be provided on existing biodiversity interests and possible impacts on them to allow full consideration of those impacts. See Planning Policy Statement 9: Biodiversity and Geological Conservation.
- Design and Access Statement.
- Economic statement – regeneration benefits of the proposal for all non-residential major applications only (small scale and large scale) see PS Returns definitions.

- Environmental Statement (see the Town and Country Planning (Environmental Impact Assessment) Regulations (as amended)).
- Town Centre Uses – Evidence to accompany applications (see Chapter 3 PPS6: Planning for Town Centres) for town centre uses.
- Flood risk assessment (see PPS25).
- Foul sewage and utilities assessment – large scale major applications only (see PS returns definitions).
- Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments).
- Land Contamination assessment (see PPS23).
- Landscaping details.
- Lighting assessment.
- Noise impact assessment (see PPG24: Planning and Noise).
- Open Space assessment (see PPG 17: Planning for Open Space, Sport and Recreation and paragraph 2.3 of the Sport England publication, 'Consultation arrangements for local authorities with regard to development that affects playing fields').
- Photographs/Photomontages.
- Planning obligations/Draft Head(s) of Terms.
- Statement of Community Involvement.
- Transport assessment (see PPG13: Transport).
- Travel Plan (see PPG13: Transport).
- Tree survey/Arboricultural implications.
- Ventilation/Extraction statement.
- Bat Declaration Form plus a survey if required Declaration.
- Streetscene views – plans/drawings.
- Copies of all supporting documents on CD Rom.